

Oregon Coast Community College
Board of Education Business Meeting Minutes
Wednesday, May 18, 2022
Zoom ID# 990-7806-9119

Regular Business Meeting

A. CALL TO ORDER

a. Board roll call.

Chair Chandler called the business meeting to order at 7:38pm. Roll call was taken. The meeting was held in-person with a virtual option. Board members in attendance were Chris Chandler, Nancy Osterlund, Jeff Ouderkirk, Debbie Kilduff, Alison Nelson-Robertson, Zone 6 is vacant. Rich Emery was excused.

b. Welcome.

President Ryslinge welcomed other attendees:

Kathleen Andrews, Executive Assistant

Robin Gintner, VP Administrative Services

Chris Rogers, Facilities Director

Dave Price, VP Engagement & Entrepreneurship

Dan Lara, VP Academic Affairs

Spencer Smith, Director of IT

Andres Oroz, VP Student Affairs

Andi Spirtos, Foundation Development Director

Kimberly Jones, Director of Financial Aid

Marion Mann, PT Faculty Member

c. Approval of Minutes.

Chandler asked for approval of the April 20, 2022, business meeting and executive session minutes. Osterlund moved to approve, Ouderkirk seconded the motion. All were in favor. MOTION PASSED.

d. Finalize agenda.

President Ryslinge asked that an action item be added to the agenda that reads "Receive approved 2022-2023 budget from budget committee."

B. COMMUNICATIONS

a. Written

President Ryslinge addressed the confirmation letter received from NWCCU that was shared with the Board regarding the Mid-Cycle Self Evaluation Report and committee visit in October 2022.

b. Public comments.

No public comment.

C. COLLEGE REPORTS

a. Financial Aid institutional Requirements: Kimberly Jones, Financial Aid Director.

Kimberly Jones reviewed the timeline, institutional eligibility requirements, partners, the year in review, new aid programs and what is in store for 2022-2023. Jones explained the training process that OCCC employees (including President Ryslinge) were required to complete for the College to administer Financial Aid. Jones listed the basic school eligibility requirements that included accreditation, state approval for programs and locations, established written policies and procedures and annual financial and audits submitted in a timely manner. Jones recognized the partners (especially Global Financial Services) that assist the college with the financial aid distribution and management of funds. Jones reviewed 2020-21 ISIRs, Direct Loans and Pell Grant statistics and explained new aid programs such as Federal Work Study and FSEOG. Jones concluded her report with plans for the 2022-2023 year.

President's Report

President Ryslinge shared a variety of happenings around the college.

- OCCC's 35th Birthday will be recognized on social media and happy birthday cupcakes at the college to celebrate
- In-Service was successful in person this year with a video feature available for part time faculty unable to attend. Dave Price was able to get a great group photo of all college staff in attendance which hasn't been done since 2019.
- Future Ready Oregon (SB 1545) passed in the 2022 legislative session and invests historic levels of funding to increase the pipeline of workers in three major areas: manufacturing, healthcare, and technology.
- SBA Nano Business of the Year (2020) for Oregon was awarded to an SBDC business owner Capt. Tyler Turner aboard the Surf rider at Depot Bay Harbor. This award is given by the US Small Business Administration.
- Waverly along with other OCCC staff represented the College in the Loyalty Days parade.
- A reminder about the NWCCU mid-cycle report due September 1st and a 3-person committee from NWCCU will be visiting the campus October 17-18, 2022.
- An update on the Strategic Planning Process and notice to the Board that they will be presented with the draft Strategic Priorities at the June meeting.

D. BOARD REPORTS

a. Foundation: Nancy Osterlund

- The Scholarship Committee met and distributed \$90,000 in scholarships to 43 applicants. Every applicant received a scholarship.
- Andi is working on updating the donor wall at the Newport campus.
- The nurse pinning and commencement will be held Friday, June 17th.

b. OCCA Liaison: Birgitte Ryslinge

- Rich Emery is excused this evening, President Ryslinge announced news from OCCA; the OCCA budget has been approved and planning for the Board Member training event is in process.

c. Other Board Reports

None.

E. Information and Discussion Items

a. Possible LCSD & OCCC Joint Board Meeting Tuesday, October 25, 2022, 5:00pm

Chandler asked Board members to check their calendars for their availability for this meeting. There were no objections to the date/time.

b. Develop BOE 2022-2023 Meeting Calendar

Chandler asked that Board Members review the draft calendar and next month they will have approval of the calendar for an action item. Chandler mentioned they would probably have the August 17 meeting rather than the July meeting and could swear in the new Zone 6 member in August.

c. Process Change, Academic Calendar

Ryslinge explained the new process of approval for the Academic Calendar. Past practice has been for the Board to adopt the academic calendar, and any changes came back to the BOE. OCCC does not have policy requiring this, and a check with OCCA legal counsel found no legal requirements or statute for the Board to adopt the academic calendar, and the practice of BOE approval can sometimes create operational challenges. Going forward, the President has the final authority to approve the academic calendar. Updates and changes to the academic calendar will be presented as an Information item listed at the end of the Board of Education meeting agendas (after adjournment).

d. Zone 6 vacancy: process discussion and another application

Ryslinge informed the Board about the 2nd applicant. The Board discussed their desire to meet with the candidates at the next meeting. Ryslinge will work with Chandler for the interview process and questions to be asked of the candidates. Applicants will be given the option to either wait outside the BOE meeting space, or remain in the room while the Board makes their decision.

F. ACTION ITEMS

a. Receive approved 2022-2023 Budget from Budget Committee.

Ouderkirk moved and Kilduff seconded the motion to receive the approved 2022-2023 budget from the budget committee. Roll call was taken, all were in favor. **MOTION PASSED**

G. ANNOUNCEMENT OF FUTURE MEETING – the next Board of Education Business meeting beginning with the Budget Hearing will be held on Wednesday, June 15, 2022, at 6:00pm to be held in person at the Newport campus and via Zoom.

H. ADJOURNMENT at 8:32pm.

Minutes submitted by: Executive Assistant, Kathleen Andrews

Approved by:



Birgitte Ryslinge, President
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.