

## Oregon Coast Community College

Board of Education Minutes for:

21-22 Supplemental Budget Hearing

22-23 Budget Hearing

Regular Business Meeting

Wednesday, June 15, 2022

### **Budget Hearing for Supplemental FY 21-22 Budget**

A. CALL TO ORDER

Chair Chandler called to order and asked for roll call at 6:00pm. Chris Chandler, Rich Emery, Debbie Kilduff, Alison Nelson-Robertson, and Jeff Ouderkirk were in attendance, Zone 6 is vacant. Nancy Osterlund was excused.

B. SUPPLEMENTAL FY 21-22 BUDGET – Robin Gintner, VP Administrative Services

Gintner addressed the Board and explained that this 21-22 Supplemental Budget and hearing was an adjustment recommended by the College auditors. Since OCCC began directly receiving federal financial aid (following upon independent accreditation and recognition by the Department of Education to receive Title IV funds) our fiscal practices must now include those student funds. This needs to be reflected in the 21-22 Budget, which is presented here. The only change to the previously adopted 21-22 budget is a line item which shows these special funds being received, and then an equivalent amount being disbursed to eligible students (or returned to Title IV if not disbursed).

C. PUBLIC COMMENT - None

D. BOARD DISCUSSION

Ouderkirk moved to approve the Supplemental FY 21-22 Budget, Nelson-Robertson seconded. A roll call vote was taken and all Board members in attendance were in favor.

E. CLOSE OF HEARING

There being no discussion, Chandler closed the supplemental budget hearing at 6:05pm

### **Budget Hearing for FY 2022-2023 Budget**

A. CALL TO ORDER

The Budget Hearing for FY 2022-2023 was called to order at 6:05pm, relying upon the roll call taken at the budget hearing immediately preceding this hearing. Chandler explained that the 2022-2023 Budget remains the same as accepted by the board last month, May 2022.

B. PUBLIC COMMENT

Marion Mann, PT Faculty addressed the board and was happy to report to the board that the College and faculty union have agreed upon a new contract. Mann stated faculty members have ratified the new contract. She hopes to work closely with administration to make OCCC a great place to work.

C. BOARD DISCUSSION

None.

D. CLOSE OF HEARING

There being no discussion, Chandler closed the budget hearing at 6:08pm

## **Regular Business Meeting**

### **A. CALL TO ORDER**

#### **a. Board roll call.**

Chair Osterlund called the business meeting to order at 6:08pm. Roll call was taken. Chris Chandler, Rich Emery, Debbie Kilduff, Alison Nelson-Robertson, and Jeff Ouderkirk were in attendance, Zone 6 is vacant. Nancy Osterlund was excused.

#### **b. Welcome.**

President Ryslinge welcomed the guests and OCCC staff in attendance,

Exec. Asst. Kathleen Andrews.

Robin Gintner, VP Administrative Services

Dan Lara, VP Academic Affairs

Andres Oroz, VP Student Affairs

Spencer Smith, Director of IT

Crystal Bowman, Director of Nursing and Allied Health

Jerome Johnson, applicant for interim Zone 6 vacancy

Alison Baker, applicant for interim Zone 6 vacancy

Joy Gutknecht, Director Human Resources

Marion Mann, Part-time faculty

Chris Rogers, Director of Facilities

Andrea Spirtos, Development Director

Dave Price, VP Engagement & Entrepreneurship

#### **c. Approval of Minutes.**

Kilduff moved, Nelson-Robertson seconded the motion to approve both the BOE Budget Committee meeting minutes and the regular BOE business meeting held on May 18, 2022.

All in favor. **Motion Passed.**

#### **d. Finalize agenda.**

No changes.

### **B. COMMUNICATIONS**

#### **a. Written**

None

#### **b. Public comment on agenda items.**

None.

### **C. INTERVIEW OF ZONE 6 CANDIDATES**

Chandler explained that each applicant would have 10 minutes to answer the questions (provided for applicant review before the start of the meeting). Board members will take a turn to ask one of the questions. After the interview, the candidate is welcome to stay for the discussion and vote for appointment that will take place later in the board meeting or if they choose to leave, staff will contact them to let them know which candidate was appointed.

a. Jerome Johnson – Board members took turns asking questions of Mr. Johnson. Mr. Johnson shared his volunteer and community experience, his perceptions of the college, and his motivation for applying for the

board position. Mr. Johnson told the Board of his previous work and business background expertise that he would bring to the board. Mr. Johnson explained how he would handle the situation if he were a minority on an important issue facing the board.

b. Alison Baker - Board members took turns asking questions of Ms. Baker. Ms. Baker shared her volunteer and community experience, her perceptions of the college, and her motivation for applying for the board position. Ms. Baker told the Board of her previous work and business background expertise that she would bring to the board. Ms. Baker explained how she would handle the situation if she were a minority on an important issue facing the board.

#### **D. COLLEGE REPORTS**

##### a. Budget Financials (YTD comparisons 2020/2021 & 2021/2022) – Robin Gintner, VPAA

Robin began by letting the Board know that new processes for student financial aid has delayed the presenting of financials reports at Board meetings and she is pleased to catch up this evening. Gintner then worked through the financials verbally with the Board, in the processing noting a minor correction still to be made: the Fiscal Year Completion should be 83% not 75%. Impact on the report is that areas currently showing as over budget YTD will be slightly less and areas under budget will be slightly more so. All state funding and tuition and fees are now received as well as most of the property taxes. Consequently, overall revenue currently is above the budget projection, which is the nature of cash flow. This is expected to even out as the year completes. Expenses are under budget in materials and services. Gintner continued with explanation of the Special Revenue Funds, Debt Services Funds, Book Store, and the Internal Service Fund.

##### b. President's Report

Ryslingle reported the following to the Board

- Nursing Accreditation – Crystal Bowman led the Nursing Department and College administration through the rigorous process of re-accreditation by the Oregon State Board of Nursing. The OSBN representative announced she would request the OSBN to grant Dr. Bowman permission to increase enrollment and exercise greater flexibility in hiring nursing faculty.
- End of Year Celebrations –Celebrate Us 2022 recognized retirements of Linda Mollino and Kathy Andrews, Sharon Hahn's 30 years of Service and other staff celebrating their 15, 10 and 5 years of service. The Educator of the Year award went to Larry Boles and C-Star Awards went to Chris Rogers, Crystal Bowman, Tracy Jones, and Kathy Andrews.
- Nursing Pinning and Commencement will be held at the PAC in person on Friday, June 17<sup>th</sup>
- Leadership Lincoln graduation will be June 16 at OCCC Newport.
- Small Business Management Graduation Celebration was held June 9<sup>th</sup>.
- Town Hall with President Ryslingle will be held Thursday, June 16<sup>th</sup> from 3-4pm
- Collective Bargaining – The College is pleased that the faculty unit has now ratified the 2021-23 collective bargaining agreement. Board members expressed an interest in hearing more information about the Intellectual Property article written into the contract.

#### **E. BOARD REPORTS**

##### a. Foundation: Nancy Osterlund

In Nancy's absence, she provided a written report that was distributed with Board materials.

b. Oregon Community College Association Liaison: Rich Emery

Emery shared that the new Executive Director, Morgan Cowling, is about to complete her first six months with a very smooth transition, and it was a good choice to hire her. There will not be an increase to OCCA dues for membership. The OCCA was able to increase the salary for an executive assistant, they have experienced frequent turnover in this position, there was also a 3.5% COLA increase for OCCA staff. Emery completed his last year on the OCCA Executive Committee.

c. Other Board Reports

None

**E. INFORMATION AND DISCUSSION ITEMS**

a. Update on the 2022-2023 Approved Budget: Robin Gintner.

Gintner shared that nothing has changed for the 2022-2023 approved budget.

b. Retreat Date

Consensus reached to hold the retreat from 3pm-6pm on Wednesday, August 17 prior to the regular business meeting . meeting will most likely take place at the Newport campus with access virtually via Zoom. Ryslinge will check with Nancy Osterlund and the new interim Board member to see if their schedule will be open for the retreat. The

c. Deliberation re: Zone 6 appointment

Board members agreed that both candidates are excellent community representatives. Ouderkirk moved to appoint Alison Baker for the Zone 6 board position, Kilduff seconded the motion. With no further discussion all were in favor. MOTION PASSED. The President's office will communicate with the candidates.

d. Draft Strategic Priorities for the next Strategic Plan: President Ryslinge

Ryslinge presented the Draft Strategic Priorities for 2023-2028 that answer the questions What do we hope to achieve? Where will we focus our work and resources? Six strategic priority areas have been identified as follows: have been identified as

- OCCC is a Student-Centered College
- Our People, Technology & Buildings are Student Ready
- The Next CTE Building is Funded, Built and Occupied
- Lincoln County Thinks OCCC first
- OCCC Positively impacts Lincoln County
- OCCC is Secure on a Strong Fiscal Foundation

The new College Strategic Plan (CSP) will cover 2023-2028 and be launched in Fall of 2022. There will continue to be refinement of the concepts and how they will be worded. The CSP will also include an executive summary, and strategies/initiatives supporting the strategic priorities. A final full draft will come back to the Board and provide opportunity for final comments before the launch. The Board members agreed President Ryslinge was on the right track with the CSP strategic priorities and the next steps..

**F. ACTION ITEMS**

a. Nelson-Robertson moved to approve Budget Resolution 2022-06-01 Adoption of the 2022-2023 Budget and Appropriations, Ouderkirk seconded the motion. Roll call was taken, all were in favor. Motion passed.

b. Kilduff moved to approve Budget Resolution 2022-06-02 Impose and Categorize taxes for 2022-2023, Nelson-Robertson seconded the motion. Roll call was taken, all were in favor. Motion passed.

c. Nelson-Robertson moved for approval of the 2022-2023 Board of Education Calendar Ouder Kirk seconded all were in favor. Motion passed.

**G. ANNOUNCEMENT OF FUTURE MEETING** – the next Board of Education Business meeting will be held 6:00pm on Wednesday, August 17 after the retreat that begins at 3:00pm in person at 400 SE College Way, Newport, OR 97366 and via Zoom. *(later decision to reschedule the retreat for greater participation).*

**H. ADJOURNMENT** at 8:22pm.

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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