

**OREGON COAST COMMUNITY COLLEGE
BOARD OF EDUCATION MEETING**

Newport Campus
Community Room, 400 SE College Way
Newport Oregon
Wednesday, August 17, 2022, 6:00pm
Zoom Meeting ID: <https://oregoncoast.zoom.us/j/95830445014>

Regular Business Meeting

A. Call to Order

a. Board roll call

Chris Chandler called the meeting to order at 6:04pm. The meeting was held in a hybrid format with attendees both in-person and virtual via Zoom. Board members in attendance: Chris Chandler, Rich Emery, Debbie Kilduff, Alison Nelson-Robertson, Nancy Osterlund, and Jeff Ouderkirk.

b. Welcome and Introductions

President Ryslinge and Dan Lara introduced the new Associate Dean for Academic Affairs, Dr. Melissa Batchelor. Prior to coming to OCCC, Dr. Batchelor was a faculty member and Program Chair for Education and Child Development at Lewis & Clark Community College in Illinois. In her new role Dr. Batchelor will be overseeing part time faculty, program development, and Title II programs. President Ryslinge noted OCCC's need to increase key institutional staff to support independent accreditation and this position will address some of the added responsibilities for Instruction.

President Ryslinge also welcomed other attendees: Chris Rogers (Director of Facilities), Dave Price (VP of Engagement), Joy Gutknecht (Director of HR), Dr. Andres Oroz (VP of Student Affairs), Larry Boles (Director of Aquarium Science Program), Spencer Smith (Director of Information Technology), and Andi Spirtos (Foundation Development Director).

c. Election of Chair and Vice-Chair (ORS 341-283)

Alison Nelson-Robertson nominated Chris Chandler for Chair of the Board and Rich Emery for Vice Chair of the Board for 2022-2023. Nancy Osterlund seconded. **Jeff Ouderkirk moved to close nominations and cast unanimous ballot for the nominees.**¹ Seconded by Debbie Kilduff. All voted in favor. Motion passed.

d. Approval of Business Meeting Minutes from June 15, 2022

Nancy Osterlund requested a correction be made regarding her presence at the 6/15/22 meeting (excused). President Ryslinge will amend the minutes. President Ryslinge noted that three different minutes from June 15, 2022 are up for approval: Budget Hearing for 2021/22, Budget Hearing for 2022/23, and Regular Business Meeting. With this clarification Debbie Kilduff moved all three minutes be approved. Jeff Ouderkirk seconded. All voted in favor. Motion passed.

e. Finalize agenda

No changes.

¹ Amended on 9/21/22

B. Communications

a. Written

No written communications.

b. Public comment on agenda items

President Ryslinge provided the public with instruction to send advance comments to ea@oregoncoast.edu and opened the floor to live comments via Zoom chat. No public comment.

C. College Reports

a. President's Report including:

- NWCCU Mid-Cycle Report and Visit (President)
- Mid-Cycle Report on track to be submitted to NWCCU September 2, 2022 with final drafts currently being reviewed and edited. A peer evaluation visit is scheduled for October 17-18, 2022. The purpose of the Mid-Cycle Report and visit is to determine if an institution is on track to have a successful Year Seven Evaluation. Additionally, a status must be presented at Mid-Cycle of any previously given recommendations. OCCC has four remaining recommendations from the initial accreditation; one of the original five has been cleared.

As part of the peer evaluation, three evaluators from other institutions will visit to OCCC for two business days. The details and board involvement regarding the visit will be discussed in the future. The visit concludes with an exit meeting with the visiting team. The visiting team cannot make statements as to changes in NWCCU recommendations, that action is reserved for the NWCCU Commission Board Meeting on January 24-27, 2023.

- Strategic Plan 5 Objectives Refined (President)
President Ryslinge presented the new titles for the Strategic Plan Objectives: (1) Students at the Center, (2) Careers Built Here, (3) Resourced & Ready, (4) First Choice, Best choice, (5) Sharks Make Their Marks. The core definitions and intent behind the priorities remained unchanged. These objectives will be tracked on a yearly basis and are in effect until 2028.

b. Engagement and Outreach (Price & Oroz)

Office of Engagement reports were presented by Dave Price.

- Recruitment for SBDC Director underway after saying farewell to Misty Lambrecht who for 17 years has been involved with different aspects of the Small Business Management Program
- Already seeing interest and registrations for the fall SBDC offerings
 - New presenters with new courses (e.g. accounting, Google business profiles, personal sales workshops)
 - Jesse Dolan and Wendy Ludwig, as part of the advising team, sent out notice of a new grant to 1,500 Lincoln Country businesses.
- Hosted Mike Fong, SBA Region X Administrator, who was appointed by President Biden to oversee the Alaska, Oregon, Washington, and Idaho region and Marty Bolden, SBA District Director for Portland. Their Lincoln County tour included meeting with business leaders and elected officials in Newport, lunch at the Otis Café, and visiting the Jennifer L Sears Lincoln City Glass Center with Kelly Howard, a recipient of support and advising from both SBDC and Economic Development Alliance of Lincoln County.
- Community Ed line up was announced including Tango with Kanwal Sachdeva, Holiday Cookies with Michelle Mausen, Visionary Painting with Wrenna Monet, Anti-Racism Workshop with Dr. Franki Trujillo-Dalbey. The Catch the Wave course catalog was sent out via mail to Lincoln County residents.

Office of Student Affairs reports were presented by Andres Oroz.

- Recruitment and outreach events this summer:
 - College and Career Nights: Opportunity for community (students, parents, families, etc.) to learn about career options and academic programs at OCCC. Great displays from college faculty showcasing previews of courses. Four events were held in total with one being fully in Spanish and one in Lincoln City.
 - On-the-Spot-Admissions: Any student who came in was able to be admitted, advised, and registered for classes all in the same visit. Five events hosted at Newport and Lincoln City campuses with the last one upcoming on August 25. Marketing helped put together a promotional video for the events. For future events, more locations are being explored to better reach the community including the Culture Center of Siletz and local high schools.

c. Planning Considerations in a Facility Bond Measure (President)

In preparation for the upcoming retreat, President Ryslinge posed some topics of consideration for board members:

- Any final objections to the bond being issued?
- Election date for the 1st attempt
- What will be included? Just the new building or other supporting items such as deferred maintenance or refurbishing existing facilities?
- Dollar range of this bond

Board members were asked to bring any requests for information to President Ryslinge and the VPs within the next week so it can be made available during the retreat and lead to a robust discussion regarding a path forward on the above bulleted topics.

- Rich Emery requested a detailed list of what is considered “deferred maintenance” and the associated estimated cost; President Ryslinge reported that it is common for an external company to perform this duty, but an internal rough estimate could be put together.
- Chris Chandler requested some guidance on the dollar range; President Ryslinge shared that the minimum is an \$8 million “local match” to receive the already committed \$8 million funds from the state. Other factors to consider are increased building costs, what will be accomplished with this money, what will be acceptable to the community, and how much time is left on the current bond.
- Jeff Ouderkirk raised concerns about using funds for “refurbishing existing facilities”; President Ryslinge clarified that this is in reference to acts such as upgrading classrooms or transforming an area into a lab space, safety upgrades, and other enhancements extending the useability and life of our structures.
- Chris Chandler requested a list of potential elections dates for 2023.

D. Board Reports

a. Foundation Liaison: Nancy Osterlund

- A personal note on behalf of Andi was shared stating she is retiring from her position as OCCC Foundation Director but is leaving the foundation in the great hands of both the board and staff.
- Quarterly meeting was held June 26, 2022. Treasurer David Bigelow was voted in for another term on the board. The 2022/23 Foundation Budget was reviewed and approved. The 2022/23 Development Plan was approved. Board members selected committees to serve. The wine tour was postponed from February 10, 2023, until a new Foundation Director can be found to help with the planning workload. David Robinson was elected as President and Billie Jo Smith was elected as President Elect (next in-line for President role). Julie Hanrahan was voted in as Secretary.

- Andi left the Foundation well prepared for her departure
 - Donor/Scholar Reception invitations will go out September 9 for the event on October 27.
 - Second Annual Oregon Coast Foundation Art Show and Auction will be running October 10-27 and is awaiting further entries and a press release.
 - Donor Scholar commemorative booklets are ready to go to print.
 - Articles for October 15 issue of Rising Tide are written.
 - Greeting cards are ready to go the printer for the year end appeal in mid-November with a group ready to hand address the envelopes.
- The Susan and David Gomberg scholarship was announced for the next funding cycle.
- The next Foundation Finance meeting will be held October 18 followed by a Foundation Board meeting on October 25.

b. OCCA Liaison: Richard Emery

- OCCA Board Member Training will be held on September 17 in Independence, OR

c. Other Board Reports

No additional reports.

E. Information & Discussion Items

a. Select date and alternate for board retreat

Sunday, September 18, 2022 was selected for the Board Retreat, tentatively from 10am – 2pm. The alternate date was set for Saturday, October 1, 2022 at the same time. The date will be finalized once new board member Alison Baker is able to confirm her availability.

b. Committee Recommendation to Balance Zones based on 2020 Census (ORS 341.327 Method of electing board) First Read

The zone committee (Chandler, Osterlund, Nelson-Robertson) presented their recommendation in written form for first reading. Discussion included the criterion and process followed in reaching the recommendation. The Board expressed agreement with moving the Bayview precinct from Zone 6 to Zone 7. Board members were asked to make any further comments by email so the Board would be ready to vote on the revised Zones at the next meeting.

F. Action Items

No action items.

- G. Announcement of future meetings:** The next regularly scheduled meeting of the OCCC Board of Education will be September 21, 6:00pm either in-person at Newport Campus 400 SE College Way or via Zoom.

H. Adjournment

Chris Chandler adjourned the meeting at 7:21pm.

Minutes submitted by: Executive Assistant, Lori Templeman

Approved by:



Birgitte Ryslinge, PhD
Clerk of the Board