

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

Newport Central Campus

400 SE College Way

Newport, OR 97366

Wednesday, February 15, 2023, 6:00pm, Room 140

Zoom Meeting ID: 916 9146 2212

<https://oregoncoast.zoom.us/j/91691462212>

Regular Business Meeting

A. Call to Order

a. Board roll call

Chair Chris Chandler called the meeting to order at 6:00pm. The meeting was held in a hybrid format with attendees both in-person and virtual via Zoom. Board members in attendance: Chair Chris Chandler, Vice Chair Rich Emery, Alison Baker, Debbie Kilduff, Nancy Osterlund, and Jeff Ouderkirk. Alison Nelson-Robertson was excused.

b. Welcomes by President

President Ryslinge welcomed OCCC staff in attendance: Dave Price (VP of Engagement), Joy Gutknecht (Director of HR), Dr. Andres Oroz (VP of Student Affairs), Robin Gintner (VP of Administrative Services), Dan Lara (VP of Academic Affairs), Spencer Smith (Director of Information Technology), Lori Templeman (Executive Assistant to the Board and President), Marion Mann (PT Faculty, Biology), Melissa Batchelor (Associate Dean of Academic Affairs), Matt Batchelor (Career Connected Learning Systems Navigator), and Jeanette Campagna (Director of Advancement).

c. Approval of Business Meeting Minutes from January 18, 2023

Debbie Kilduff moved to approve the meeting minutes from January 18th. Jeff Ouderkirk seconded. All voted in Favor. **Motion passed.**

d. Finalize agenda

No changes to the agenda.

B. Communications

a. Written

A written communication was received from Alison Nelson-Robertson. President Ryslinge read the letter expressing Nelson-Robertson's support voting in favor of action item F.c. "For Adoption, Resolution 2023-02-01 calling a measure election for general obligation bonds and related matters".

b. Public comment on agenda items (as received)

No public comment.

C. College Reports

a. President's Report

President Ryslinge shared highlights of happenings around the college since the past Board meeting. The President's Report is available online as a PDF for public record on the [Board of Education Meetings and Agendas](#) page.

1. Student-Centered Activities

- February 15th was the first Career Technical Education Day collaboration with OCCC and the Lincoln County School District. Several buses brought hundreds of High School students to the event between 10am and 3pm. CTE Programs through LCSD, OCCC, and programs held jointly between the College and School District were highlighted. Hands-on activities included a Welding simulator, axe throwing, and mock interviews. Several industry representatives were also present.
- Scholarships are available through the OCCC Foundation with an April 1st deadline and Oregon Coast Scholars with an April 14th deadline.
- Associated Student Government hosted an Un-Valentine's Day Social on February 13th from 4-8pm in the Newport Commons. Participants enjoyed cupcake decorating, arts and crafts, snacks, and board games.

2. College Updates

- Nursing and Allied Health Updates
 - Nursing applications are open now through March 31st.
 - Current Enrollment numbers:
 - 1st year nursing: 28
 - 2nd Year Nursing: 23
 - Medical Assistant: 3
 - EMT: 8
 - Spring Term – High School Nursing Assistant will be offered, enrolling up to 10 students.
 - The new NCLEX exam becomes effective April 1, 2023, replacing the current exam. The Nursing curriculum is designed to prepare students for the current version of the exam, and pass rates may decline temporarily with the new exam. The nursing program is taking proactive steps to combat the upcoming changes.
 - Nursing students have invested over 5,000 hours toward COVID-19 vaccination efforts in Lincoln County over the last three years.
 - The Oregon State Board of Nursing has approved the LPN-RN Bridge Program and the Board of Nursing approved a 30% increase in enrollment in the Nursing program to admit 40 nursing students for fall.
 - The buildout of North Campus Simulation labs is ongoing, providing new equipment and more capacity for labs and simulation opportunities.
- Aquarium Science Updates
 - Larry Boles (AQS Program Director), Dan Lara (VP of Academic Affairs), and Trevor Erdmann (PT AQS Faculty) were awarded one of 11 slots in the National Science Foundation's Mentor-Connect program.
 - With grant funds, they will travel to workshops and receive online mentoring to assist with the preparation of an NSF Advance Technology Education grant application to be submitted in October 2023. If awarded, the ATE grant will provide approximately \$350,000 to expand the Aquarium Science program to include courses related to emerging technologies in aquaculture and live seafood handling.
- February is Black History Month. Poster presentations on historical figures and major accomplishments are posted around the College.

- Phi Theta Kappa/PTK, the Community College Honor Society induction ceremony is scheduled for March and will be held in person.
- OCCC's new Bilingual Outreach Specialist will begin Juntos meetings and events for the Spanish-speaking community.
- Dr. Andres Oroz and Student Affairs staff are scheduling a variety of On-the-Spot Admissions events and College Open Houses.
- The new Catch the Wave has been released with the spring lineup of community education courses. A letter from the OCCC Board of Education and OCCC Foundation Board of Directors is included voicing their support for the bond measure.
- Chris Chandler volunteered her time to lead a chocolate covered strawberries class for the ESOL class.

3. Engagement

- SBDC Updates
 - Greg Price, the new SBDC Director has brought in new class offerings, including Disaster Planning & Recovery, expanded Excel Courses, QuickBooks Online, and AI (Artificial Intelligence) for Business.
- A team at the College has been giving presentations throughout the community regarding the bond measure. Presentations discuss the details of the bond and what it is intended to accomplish. Videos from community members expressing the need for the proposed facility and programs are available on OCCC's YouTube channel. When a measure is officially filed for the Ballot, public employees may not engage in political advocacy, but informational presentations can continue. An independent Public Action Committee (private citizens with non-public funding) will continue advocacy.
- Pearls of Wisdom will take place in-person at the Newport Campus March 4th from 5:30-8:30pm. Tickets are on sale through the Foundation.

4. OCCC Media Highlights

- A monthly list is kept of news articles and media featuring OCCC. Current media highlights include consideration for the bond measure, fall honor roll, and the Career Technology Expo.

C.b. College Enrollment Update – Dan Lara, VP of Academic Affairs

Dan Lara, Vice President of Academic Affairs provided an update on College enrollment.

A chart shows the last 5 years of Full-Time Equivalent (FTE) with a 2022-23 projection.

Work with the local school district and high school seniors helped enrollment climb in 2018-19 and 2019-20, but the 2020-21 year had a significant drop due to the pandemic. Recovery in enrollment has been in place with 465 FTE as the goal for 2022-23 with a current projected 455 FTE.

A comparison of the last 4 Winter Term FTE shows an upward trend since Winter 2021. This is largely due to significant increases in fall enrollment, particularly in CTE, GED, and ESOL.

The largest growth is shown in the ESOL classes, with student demographics changing since the pandemic.

D. Board Reports

a. Foundation Liaison: Nancy Osterlund

Osterlund read a statement from Jeanette Campagna expressing her delight in working with the Foundation Board members on the Pearls of Wisdom Committee. Tickets for the event are available for \$100. The link to purchase tickets can be found on the Foundation Page [Oregoncoast.edu/Pearls](https://oregoncoast.edu/Pearls) Side Door Café is providing dinner, and featured departments for hands on learning experiences include welding, nursing, biology, aquarium science, and art.

Seventeen cash sponsors brought in \$17,500 and in-kind sponsors more than \$3,000 in value. Samaritan Health Services is the presenting sponsor. The event will feature impactful student stories, a live auction, silent auction, and the paddle raise to raise money for the scholarship fund.

Scholarship applications are open with a due date of April 1st.

Installation of the Donor Wall is progressing with an estimated completion in spring 2023.

b. OCCA liaison: Rich Emery

Rich Emery distributed a copy of the OCCA Board Resolution to Board members included with the Board of Directors Meeting Take-Aways. Next month the resolution will be on the agenda for a vote.

Weekly discussions are ongoing with legislators regarding community college matters.

c. Other Board Reports

No additional reports

E. Information and Discussion Items

a. First Read: Board Policy Review, Chapter 2 in entirety – President Ryslinge

President Ryslinge provided an overview of the first read Board Policy review for Chapter Two. Chapter two contains the policies for the Board of Education.

The packet has 28 existing policies for review with 3 recommended new policies. Recommendations include changes to the legal reference, NWCCU accreditation standards, or changes in content. The President recommends changes in a consultative role. A summary of policy changes was provided with all recommended changes highlighted in yellow. Board members were encouraged to contact the President with feedback or have discussion at the next Board meeting before approval.

b. Contract and Purchases \$25,000 to > \$100,000 Report (BP 6330: Purchasing)

President Ryslinge explained when the College enters any contracts and purchases that have an annual value between \$25,000 and \$100,000 it should be reported to the Board. Ryslinge announced contracts and purchases will be listed on the information section of the agenda for the Board to review in advance. If there are questions or a need for discussion, any Board member can ask for discussion prior to or during the meeting. The Board supports this process.

Two contracts and purchases are listed on the Agenda as information items this month.

i. Airrow Heating & Sheet Metal, LLC Estimate \$40,740 for Welding facility modifications.

ii. GLAS Architects, LLC Estimate \$49,960 for facility assessments at all facilities. The direct appointment is due to specific expertise.

c. Employee Retention Tax Credits (ERTC) Section 2301 CARES Act

Ryslunge explained the Retention Tax Credit to precede the action item on the agenda. Certain employers who avoided layoffs and were able to retain their employees during the pandemic may be eligible for a tax credit related to those costs. OCCC would like to authorize a Client Services Agreement with a firm or auditor to determine eligibility. Staff will look at multiple vendors to select one with similar CC experience and most cost effective for OCCC.

F. Action Items

a. Approve Board Policy Updates

- i. BP 1101 The Oregon Coast Community College, No change, update last review to 2/15/2023
- ii. BP 1200 College Mission, No change except for update accreditation reference, update last review to 2/15/2023

Ouderkirk moved to approve the Chapter 1 Board Policy Updates. Osterlund seconded. All voted in favor. **Motion Passed.**

b. Authorize Client Services Agreement with vendor (TBD) to assess eligibility for Employee Retention Tax Credits (ERTC) Section 2301 CARES Act.

Kilduff moved to approve the Client Services Agreement. Ouderkirk seconded. All voted in favor. **Motion Passed.**

c. Adopt RESOLUTION 2023-02-01 OF OREGON COAST COMMUNITY COLLEGE, LINCOLN COUNTY, OREGON CALLING A MEASURE ELECTION FOR GENERAL OBLIGATION BONDS; AND RELATED MATTERS.

Chair Chandler read Resolution #2023-02-01 into the record and asked for a roll call vote. All present voted in favor. The one member who was excused did not participate in the vote but submitted a letter of support for the record.

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Excused</u>
Chandler	X			
Emery	X			
Kilduff	X			
Nelson-Robertson				X
Osterlund	X			
Ouderkirk	X			
Baker	X			

Motion Passed.

Chandler acknowledged Kenneth Lipp, Associate Editor of the Newport News-Times Newspaper and thanked him for his presence. She noted that the bond measure resolution is the culmination of one of the Board goals for the year.

Ryslinge thanked the Board for their support of the College and their vision, belief and trust in the OCCC team. The bond will bring progress to our community and allow new opportunities for a new group of students. Chandler expressed appreciation for the State of Oregon's \$8 million matching funds.

G. Announcement of future meetings:

The next regularly scheduled meetings of the OCCC Board of Education will be held

- February 28, 2023, 5:00pm Joint LCSD & OCCC Board Meeting in-person at Newport Campus, 400 SE College Way & via Zoom.
- March 15, 2023, 6:00pm in-person at South County Center, 3210 Crestline Dr., Waldport, OR & via Zoom

H. Adjournment

Chandler adjourned the meeting at 7:07pm.

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, Lori Templeman

Approved by:

A handwritten signature in black ink that reads "Birgitte Ryslinge". The signature is written in a cursive style and is positioned above a horizontal line.

Birgitte Ryslinge, PhD
Clerk of the Board