

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

Newport Central Campus  
400 SE College Way  
Newport, OR 97366  
Wednesday, May 17, 2023, 6:00pm, Room 140  
Zoom Meeting ID: 962 5011 8171  
<https://oregoncoast.zoom.us/j/96250118171>

**Regular Business Meeting**

**A. Call to Order**

**a. Board roll call**

Acting Chair Jeff Ouderkirk called the meeting to order at 7:49pm (following the conclusion of the Budget meeting). 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, Jeff Ouderkirk, Alison Nelson-Robertson, and Nancy Osterlund.

**b. Welcomes by President**

President Ryslinge welcomed OCCC staff in attendance: Dave Price (VP of Engagement), Dr. Andres Oroz (VP of Student Affairs), Robin Gintner (VP of Administrative Services), Dan Lara (VP of Academic Affairs), Joy Gutknecht (Director of HR), Lori Templeman (Executive Assistant to the Board and President), Spencer Smith (Director of IT), Chris Rogers (Director of Facilities & Safety), Crystal Bowman (Director of Nursing & Allied Health), Jeanette Campagna (Director of Advancement), and Greg Price (SBDC Director).

**c. Approval of Business Meeting Minutes from April 19, 2023**

Kilduff moved to approve the meeting minutes from April 19<sup>th</sup>. Nelson-Robertson seconded. All voted in Favor. **Motion carries.**

**d. Finalize agenda**

President Ryslinge proposed two additions to the agenda. Under Discussion Items: Present the proposed BOE Calendar for 2023-24. Under Additional Action Items: Approve a contract for purchase of Laerdal Medical Corporation SIM lab equipment.

**B. Communications**

**a. Written**

No written communications received.

**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 Activities & Engagement

- Several engagement activities have taken place in the past month:
  - Pancake breakfast hosted by ASG
  - On the Spot Admission events
  - Asian-American and Pacific Islander Cultural Workshop and Faculty Talk.
  - Noche Latina
  - Cinco de Mayo Celebration
  - Tribal Student Support Network
- May 6-12<sup>th</sup> is National Nurses Week.
- Phi Theta Kappa Honor Society induction ceremony took place May 11<sup>th</sup>.

### 2. College & Program Updates

- The OCCC Library has displays for National Asian-American and Pacific Islander Heritage Month, Jewish Heritage Month, and Cinco de mayo.
- Kim Puttman, Faculty in Sociology, Basic Skills, and GED was the recipient of the “Open Pedagogy Innovator” Award from the Open Oregon Champions awards, announced on April 28<sup>th</sup>.
- Small Business week was May 1-5<sup>th</sup>.
- Graduation for the 2023 Small Business Management Class Graduation is June 8<sup>th</sup>, and Leadership Lincoln Graduation is June 1st.
- OCCC’s float won the Mayor’s Choice Award at the Newport Loyalty Days parade on May 6<sup>th</sup>.
- OCCC Commencement takes place Friday, June 16<sup>th</sup>, 2023, at the Newport Performing Arts Center. The Nursing Pinning Ceremony (also at the PAC) begins at 11:00am and Graduation at 6:00pm.

### 3. OCCC Media Highlights

- A monthly list is kept of news articles and media featuring OCCC. Current media highlights include the deployment of virtual welders, and OCCC’s participation in Lincoln City Community Days.

#### b. SBDC State of the Center – Greg Price, SBDC Director

Greg Price introduced himself to the Board and provided his background and experience with the SBDC. He highlighted recent accomplishments for the Oregon Coast SBDC:

- 11 Small Business Management graduates in 2023
- \$25,000 grant from Lincoln City, \$30,000 grant from Lincoln County
- \$15,000 grant from EDALC for media center upgrades

Price provided a handout with data reviewing 2022 economic impacts and the clients served by the SBDC. With 42 training events and 329 attendees, OCCC’s engagement is on par with Portland Community College’s SBDC numbers. The Oregon Coast SBDC has a high level of training, attendees, and community participation.

Price reviewed details of the SBDC’s current programming:

- The SBDC is hiring 2-3 open positions
- SBDC now offering Spanish language advising and training
- Investing in marketing and technology

- Developing a new and improved Small Business Management program
- New virtual training programs
- Hungry for Success, summer series
- Business After Hours – Pelican Brewery

Future projects planned for the SBDC:

- Restaurant Small Business Management program
- CCB License training
- Business Continuity Program
- Price is giving a presentation at the American Small Business Development Conference

## **D. Board Reports**

### **a. Board Reports**

No Board Reports. Ryslinge stated the OCCA and Foundation reports are now presented quarterly. This time on the Agenda is an opportunity for Board members to share significant news or updates. There can also be additional updates from OCCA or the Foundation if waiting til the next quarterly report is not timely.

## **E. Board Policy Update Process**

### **a. Action Item: Adopt all Board Policy Changes (Updates, revisions, new policies) as summarized on page 3 of this agenda, and as detailed in April 19, 2023 Board Document attachment E.b.**

Alison Baker moved to adopt all Board Policy Changes (Updates, revisions, new policies) as summarized on page 3 of this agenda, and as detailed in the April 19, 2023, Board Document attachment E.b. Kilduff seconded. All present voted in favor. **Motion carries.**

## **F. Information and Discussion Items**

### **a. Bond Timeline**

Ryslinge addressed the timeline for a Board Resolution to reinstate the proposed bond measure in 2024. The Board Resolution must state the Bond terms and dollar amount. Ryslinge suggested setting a goal at the annual Board retreat to act on the proposed bond measure in 2023-24.

### **b. President Emeritus**

Ryslinge explained the newly adopted board policy “President Emeritus”, which allows the Board to designate a President Emeritus who meets certain criteria. She acknowledged former President Patrick O’Connor’s years of service and current engagement with OCCC. Nelson-Robertson moved that Patrick O’Conner be appointed President Emeritus, acknowledging his community involvement and advocacy for the College. Kilduff seconded. All present voted in favor. **Motion carries.**

### **c. New Board Member On-boarding**

Ryslinge thanked Baker for her service to the Board. Two new Board members were elected: Paul Schuytema for Zone 4 and Marion Mann for Zone 6. Plans for the July organizational meeting include onboarding and orientation for new Board members, a presentation from OCCA introducing the Board’s roles and duties, and the swearing in of newly elected and re-elected Board members.

d. Biennial Review and Update of Foundation and College Agreement, and Foundation By-Laws (first read)

A written agreement from the Foundation is evaluated every 2 years. The Foundation formed a committee to review the agreement and by-laws. Key changes are discussed in the cover memo for the Board to review. The first read is provided for approval at the next meeting.

e. Proposed BOE Calendar 2023-24

Ryslinge reintroduced a draft BOE Calendar for 2023-24 to be approved at the June BOE meeting. The Board Retreat and OCCC/LCSD Joint Board meeting dates are TBD and will be decided before Board approval.

**F. Action Items**

a. Action: Approve Proposed South County Center Garden Agreement

Nelson-Robertson moved to approve the South County Center Garden agreement. Kilduff seconded. All those present voted in favor. **Motion Carries.**

b. Action: Approve Contract for purchase of Nursing SIM Lab Equipment

Ryslinge reviewed the details of the Laerdal Medical Corporation contract outlined in the April 2023 BOE Agenda. Ryslinge explained the need to have the same SIM equipment as exists in the Newport SIM lab, and consequently recommends the sole sourcing with Laerdal.. Baker moved to authorize President Ryslinge to approve contracts for purchase of Nursing SIM Lab Equipment from Laerdal Medical Corporation. Kilduff seconded. All present voted in favor. **Motion carries.**

**G. Announcement of future meetings:**

The next regularly scheduled meeting of the OCCC Board of Education includes the Business meeting, Budget Hearing and Adoption. It will be held June 21, 2023, 6:00pm in-person at North County Center, 3788 SE High School Dr., Lincoln City, OR & via Zoom.

*TBD June 28<sup>th</sup>, 2023, Budget Adoption In-Person (if needed).*

**H. Adjournment**

Emery adjourned the meeting at 8:34pm.

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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, Lori Templeman

Approved by:



Birgitte Ryslinge, PhD  
Clerk of the Board