

BOARD OF EDUCATIONSTANDING ANNUAL REPORTS & ACTIVITIES 2023-2024

(last update 09/14/2023)

- Report standard is ≤ 10 minutes with questions. Additional time requires 2 weeks advance planning with President.
 - **Compliance requirement**
 - Best practice
 - BOE preference
- Month Themes: recognized formally by OCCC, or general interest.

JULY and August combined as a single summer Board meeting.

- Summer meeting serves as the annual Organizational Meeting.
- In Election (odd #) years, Organizational meeting must be held in July

July 19, 2023 Waldport		Responsible	
Month Themes			
Reports	Foundation Report	Nancy Osterlund	
	South County Updates		
	OCCA Report	Rich Emery	
Required reviews or actions	Organizational Matters (Swearing in, Chair & Vice-Chair, Annual Approvals BOE Code of Ethics		
Additional potential BOE activities	OCCC New Board Member Training 8/8/23		

September 20, 2023 Newport	Topic	Responsible	Notes
Month Themes	<i>Hispanic Heritage Month</i> <i>National Preparedness Month</i>		
Reports	Engagement, Marketing, Com Ed	Dave Price	
	Adult Basic Skills/ESOL/Corrections	Melissa Batchelor	
	2022-23 Draft year-end financials (FY just ended)	Robin Gintner	
Required reviews or actions	BP Review & Updates – Chapter 4	Dan Lara	
Additional potential BOE activities	Board Retreat September/October OCCA Board Member Training		

October 18, 2023 Newport	Topic	Responsible	Notes
Month Themes	<i>Health Awareness (various)</i> <i>Cyber Security Awareness</i> <i>Great Shake-Out</i>		
Reports	Fiscal YTD Financial Report #1	Robin Gintner	
	Cyber Security Annual Report	Spencer Smith	
	Clery, Safety & Deferred Maintenance Reports	Chris Rogers	
	Annual Board Level Success Metrics	Dan Lara	
	OCCA Report	Debbie Kilduff	
Required reviews or actions			
Additional potential BOE activities	Board Retreat usually in September/October		

8/23/2023 finalized with review by President, Executive Team, and Director of HR

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November 15, 2023 Lincoln City	Topic	Responsible	Notes
Month Themes	<i>Native American Heritage</i>		
Reports	Foundation Report	Marion Mann & Jeanette Campagna	
	Student Success, Equity & Inclusion	Andres Oroz	
	North County Updates		
	SBDC	Greg Price	
Required reviews or actions			
Additional potential BOE activities	OCCA Annual Conference 11/1-11/3/23 Donor Scholar Reception 10/26/23		

December 13, 2023 Newport (2 nd Wednesday)	Topic	Responsible	Notes
Month Themes	<i>International Day of Persons w/Disabilities</i>		
Reports	OCCA Report	Debbie Kilduff	
	<i>Title IX, ADA, Drug & Alcohol</i>	Andres Oroz	
	<i>Deferred Maintenance Annual Update</i>	Chris Rogers	
Required reviews or actions			
Additional potential BOE activities	12/8-9 th OCCA & OPC hosted by OCCC in Newport		

January 17, 2024 Newport	Topic	Responsible	Notes
Month Themes			
Reports	Library & Media Services	Darci Adolf	
	Central County Updates		
Required reviews or actions	<i>Annual Audit Fiscal YTD Financial Report #2</i>		
Additional potential BOE activities	Review the Audit Report		

February 21, 2024 Joint Boards OCCC/LCSD, LCSD Teaching & Learning Center	Topic	Responsible	Notes
Month Themes	<i>CTE Month Black History Month</i>		
Reports	OCCC & LCSD Collaborations	Dan Lara, Andres Oroz & LCSD Rep	
	OCCA Report	Debbie Kilduff	
Required reviews or actions	Tuition & Fees		
Additional potential BOE activities			

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March 20, 2024 Lincoln City	Topic	Responsible	Notes
Month Themes	<u>Women's History Month</u>		
Reports	Nursing & Allied Health - Program Updates	Crystal Bowman	
	College Workforce Snapshot	Joy Gutknecht	
Required reviews or actions	Tuition & Fees		
Additional potential BOE activities	OCCA Legislative summit (Odd # years) Pearls of Wisdom 3/2/2024		

April 17, 2024 Newport	Topic	Responsible	Notes
Month Themes	<u>Autism Acceptance Month</u>		
Reports	Fiscal YTD Financial Report #3	Robin Gintner	
	Foundation Report	Marion Mann & Jeanette Campagna	
	OCCA Report	Debbie Kilduff	
	Student Leadership, Fin Aid, Special Admissions'	Andres Oroz	
Required reviews or actions			
Additional potential BOE activities	AOAT Luncheon in Salem		

May 15, 2024 Newport	Topic	Responsible	Notes
Month Themes	<u>Mental Health Awareness</u> <u>Wildfire Awareness Month</u> <u>AAOT PTK,</u> <u>Asian American/Pacific Islander Heritage</u>		
Reports			
	OCCA Report	Debbie Kilduff	
Required reviews or actions	Budget Committee Meeting & Public Budget Hearing #1		
Additional potential BOE activities	Budget committee can take 90+ minutes		

June 19, 2023 Lincoln City	Topic	Responsible	Notes
Month Themes	<u>LGBTQ + PRIDE Month</u>		
Reports	Finance Report - Quarterly	Robin Gintner	
	Foundation Report	Marion Mann & Jeanette Campagna	
	College Strategic Plan, annual update on goals	Birgitte Ryslinge	
Required reviews or actions	Fiscal: 2 nd Public Budget Hearing Budget Adoption		

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Additional potential BOE activities	Celebrateus: <i>Employee Recognition & Service Awards</i> Nurse Pinning Commencement		

*Academic Affairs Report Outs, 3 times per year.

Cover all the following groupings over a 2-year cycle:

- Allied Health
- AQS & Maritime (Welding)
- Education, Business/CS, Transfer
- Academic Affairs Services, Adult Basic Skills, Library, Corrections