

OREGON COAST COMMUNITY COLLEGE
BOARD OF EDUCATION MEETING
Wednesday, February 21, 2024, 6:45pm
LCSD Teaching and Learning Center, Room 106
1212 NE Fogarty St., Newport, OR 97365
Zoom Meeting ID: 928 4358 9245
<https://oregoncoast.zoom.us/j/92843589245>

Regular Business Meeting

A. Call to Order

a. Board roll call

Chair Rich Emery called the meeting to order at 6:37pm. The meeting was held in a hybrid format with attendees both in-person and virtual via Zoom. Board members in attendance: Chair Rich Emery, Vice-Chair Debbie Kilduff, Chris Chandler, Paul Schuytema, Marion Mann, Bud Shoemake, and Alison Nelson-Robertson.

b. Welcomes by President

President Ryslinge welcomed OCCC staff. Present at the meeting (in-person or Zoom) were Dave Price (VP of Engagement), Dr. Andres Oroz (VP of Student Affairs), Lori Templeman (Executive Assistant to the Board and President), Chris Rogers (Director of Facilities & Safety), Dr. Melissa Batchelor (Associate Dean of Academic Affairs), Joy Gutknecht (Director of HR), Spencer Smith (Director of IT), Matt Batchelor (Career Connected Learning Systems Navigator), Kim Puttman (Sociology and Basic Skills Faculty), Laura Rosborough (Accounting Specialist), Ren Whipple (Student Success Coach), and Oscar Juarez (Early Childhood Education Faculty).

c. Approval of Business Meeting and Executive Session Minutes from January 24, 2023

Kilduff moved to approve the Business Meeting and Executive Session minutes from December 13th, 2024. Schuytema seconded. All voted in favor. **Motion carried.**

e. Finalize agenda

No changes to the agenda

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 last 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. College & Program Updates

- The All-Oregon Academic Team Luncheon presented by OCCA will take place on April 19th. Two students from OCCC will be recognized and Board members are welcome to attend.
- OCCC Nursing Students have been running food drives in Newport and Lincoln City. Donations were collected for the Newport Food Pantry and Foodshare of Lincoln County.
- Associated Student Government held a pancake breakfast on Feb. 13th.
- OCCC staff have been engaged in professional development opportunities with attendance at the Student Success and Retention Conference, and the Oregon Association of Student Financial Aid Administrators Conference. Staff and Board Members attended the OSBA Bonds, Ballots, and Buildings Conference.
- February is CTE Month, and legislators Sen. Dick Anderson and Rep. David Gomberg visited OCCC to kick off the month on one of the College's virtual welders.

2. Foundation Updates

- Pearls of Wisdom, the OCCC Foundation fundraiser event is on Saturday, March 2nd at 5pm.
- VP of Engagement Dave Price was featured on the Double R Show Podcast to highlight the Pearls of Wisdom Event and the upcoming bond measure.
- Anette Mulee donated three vehicle loads of household items for OCCC students. Members of Associated Student Government will plan a special event for the Shark Shack Resource Closet.

3. Tree Removal by Wilder/EENW on College Property

- A 2 ½-acre stand of trees at the east end of OCCC property was deemed a potential hazard to the new Wilder development.
- EENW retains timber rights and liabilities per original sale agreement with OCCC.
- EENW decided to remove most trees in the wooded area between the College driveway and Wilder housing development.
- OCCC will provide updates on removal project, with harvesting lasting a few days, potentially impacting traffic, parking, and causing noise.

4. Media Report

- A monthly list is kept of news articles and media featuring OCCC. Recent media highlights include President Ryslinge's retirement announcement and promotion for Pearls of Wisdom.

D. Board Reports

a. President Vacancy Committee Update

Schuytema provided the President Vacancy Committee update. The committee of Schuytema, Nelson-Robertson, and Chandler discussed their preparation for the March meeting, where they will present findings and considerations for the role of an Oregon Coast Community College President. They have been examining current market conditions, salary expectations, and the specific demands for the role over the next five years. The committee also requested the added charge of developing criteria for a draft profile of the next President. They proposed that such a document be made available for comment and feedback from employees and targeted community leaders before the next board meeting. The committee emphasized they will not be presenting a recommendation, but rather gathering information for review and discussion by the full Board.

b. Other Board Reports

No additional reports

E. Board Policy Update Process

a. Action Item: Adopt all Chapter 3 Board Policy Changes (Updates, revisions, new policies) as summarized on page 3 of this agenda, and as detailed in January 24, 2024 Board Document attachment E.b.

President Ryslinge answered questions regarding the Board's role in the Board Policy review process and external regulatory bodies that oversee policy, including the OCCA board policy service. Schuytema motioned to adopt all Chapter 3 Board Policy Changes (updates, revisions, new policies) as summarized on page 3 of the agenda, and as detailed in the January 24, 2024, Board Document attachment E.b. Chandler seconded. All voted in favor. **Motion carried.**

F. Information and Discussion Items

a. Newport Building Roof, Next Steps

Ryslinge provided an overview of the upcoming OCCC Central Campus Repair and Reroof Project. The presentation outlined the contract process, moving from design to implementation, and the role of the Board.

The facility assessment done last year included replacement of the existing roof with asphalt shingles. However, further examination since then by architects and engineers has determined shingles would not provide a long-term solution and that a metal roof would be more suitable. A letter recommending a metal roof was received from GLAS Architects (attachment F.a.). The metal roof, most likely made of steel, would be more expensive but would last longer. The construction a metal roof was estimated at approximately \$2 million. If the upcoming proposed Bond Measure 21-224 passes, this is allowable use funds for this project. Additional funding options within the budget were discussed.

Relevant Governing policies and statues were reviewed, including OCCC Board Policy 6340: Bids and Contracts, ORS 279c.335, OAR 137-049-0620, and OAR 137-049-0690.

The process of selecting a Construction Manager/General Contractor for the roof project was explained, requiring an exemption from competitive bidding. The board would need to act as the contract review board, deciding on adoptions of draft findings into record, approving the exemption and creating a Roof Contract Committee. The committee would develop criteria for selecting the Construction Manager/General Contractor, interview the proposers, and recommend successful proposers to the Board.

The possibility of incorporating solar panels into the building was also raised, and board members asked if Energy Trust of Oregon has been consulted. Ryslinge and Rogers noted the College has been in contact with Energy Trust of Oregon for a number of years to prepare for the eventual renovation of facilities and will ensure any opportunities for the roof project are explored as part of the current project.

A special meeting was scheduled for February 28th at 6pm in order to move forward with the Reroof Project. At that meeting, the Board will meet as the contract review board and further discuss these matters.

G. Action Items

a. Direct President Vacancy Committee to develop “key qualifications of next President” as part of March Report

Nelson-Robertson moved to direct the President Vacancy Committee to develop “key qualifications of next President” as part of the March Report. Mann seconded. All voted in favor. **Motion carried.**

b. Appoint Bud Shoemake and Paul Schuytema as Bond Liaisons for the Board

Kilduff moved to appoint Bud Shoemake and Paul Schuytema as Bond Liaisons for the Board. Nelson-Robertson seconded. All voted in favor. **Motion carried.**

H. Announcement of future meetings:

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

- February 28, 2024, at 6:00pm, Special Meeting – Central County Campus, 400 SE College Way, Newport, OR 97366 and via Zoom
- March 20, 2024, at 6:00pm, Regular Meeting, North County Center, 3788 SE High School Dr. Lincoln City, OR 97367 and via Zoom

J. Adjournment

Emery adjourned the meeting at 7:45pm.

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