



OREGON COAST
COMMUNITY COLLEGE

BOARD OF EDUCATION

Richard Emery, Chair
Debbie Kilduff, Vice-Chair
Chris Chandler
Marion Mann
Alison Nelson-Robertson
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PRESIDENT

Dr. Birgitte Ryslinge

VISION

Shaping the Future through
Learning

MISSION

At OCCC, we equip students for success by providing educational pathways and supports in response to the diverse needs of our community. Through accessible, engaging programs, and a commitment to equitable outcomes, we enrich the economic and civic vitality of Lincoln County

BOARD GOALS 2023-24

1. Support the President in developing and advancing a new General Obligation Bond (GOB) Measure concurrent with payoff of the current GOB, sufficient in scope to address the facility needs of OCCC for the next 20 years (including the new trades education facility in Newport).

2. Complete the review process for Board Policy updates, using staff recommendations and the OCCA Board Policy Service to ensure all necessary policy areas are addressed and recency within 5 years is maintained.

3. Provide oversight and support for College momentum in addressing NWCCU recommendations (2020) and ensuring a successful 7-year reaccreditation review in 2026.

4. Support the President in reducing the reliance on one-time funding as a budget balancing tool as part of the annual budgeting process of the college, seeking a target goal of less than 7% by FY2026-27

**OREGON COAST COMMUNITY COLLEGE
OCCC BUDGET COMMITTEE MEETING BEGINS AT 6:00PM
THE BOARD OF EDUCATION MEETING WILL BE HELD
IMMEDIATELY AFTER THE BUDGET COMMITTEE MEETING**

Wednesday, May 15, 2024

**Newport Central Campus, Room 140
400 SE College Way, Newport, OR 97366
Zoom Meeting ID: 910 1654 2302**

<https://oregoncoast.zoom.us/j/91016542302>

A. Call to Order

- a. Board roll call
- b. Welcomes by President
- c. Approval of Business Meeting Minutes from April 17, 2024
- d. Finalize agenda
- e. Board Operations – Chair Rich Emery

B. Communications

- a. Written
- b. Public comment on agenda items (as received)

C. College Reports

- a. President’s Report – President Ryslinge
- b. Annual Audit of OCCC – Robin Gintner, VP of Administrative Services
 - i. Audit Opinion Letter
 - ii. FY 2022-2023 Audit Results - Conor Delaney, Pauly Rogers & Co.
- c. Workforce Snapshot – Joy Gutknecht, Director of HR

D. Board Reports

- a. President Search Process Update - Chair Rich Emery
- b. Other Board 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 April 17, 2024 Board Document Attachment E.a.

F. Information & Discussion Items

- a. 2024-2025 Board Meeting Locations (Currently 1 South Center, 2 North Center, 9 Central County Campus)
- b. Confirm Commencement Participation
- c. Roof Project Update
 - i. Coated steel coil procurement
 - ii. Guaranteed Maximum Price (GMP) process
 - iii. GMP Template A133 Exhibit A

G. Action Items

- a. Approve early procurement of coated steel coil for roof panels

Oregon Coast Community College acknowledges that we reside within the ancestral homelands of the Yaquina (Yaqo’n) and Alsea (Wusi’n) Tribes. Today, those tribal descendants are represented by The Confederated Tribes of Siletz Indians. We are honored for the opportunity to teach, learn, and work on their ancestral lands. We also recognize the ongoing contributions they make to the community, Oregon Coast Community College, and the world. December 2021



H. Announcement of future meetings:

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

- May 22, 2024, Business Meeting (and Budget Committee Meeting if needed) at Newport Central Campus, Room 140, 400 SE College Way, Newport, OR & via Zoom
- June 20, 2024, (Thursday), Business Meeting at North County Center, 3788 SE High School Dr., Lincoln City, OR, Room 108 & via Zoom
- June 26, 2024, Business Meeting (and Budget Adoption if needed) at Newport Central Campus, Room 140, 400 SE College Way, Newport, OR & via Zoom
- July 17, 2024, Business Meeting at South County Center, 3120 Crestline Dr. Waldport, OR and via Zoom

I. Adjournment

* Denotes supporting documentation. Attachments are distributed to Board members with the agenda, otherwise they will be posted to the website as they become available.

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Standing Informational Updates for Board of Education

1. Upcoming Events:

Board Participation Encouraged (Coordinate with EA)

- Nursing Pinning June 14th, 11:00am
- Commencement June 14th, 6:00pm

Informational: Events of Board Interest

- Election OCCC Bond measure, May 21st
- Tentative start date, Newport Roof Repair, June 17th
- Thursday, June 6th, 2024, Small Business Management Graduation, Oregon Coast Aquarium, 4:00pm
- Friday, June 7th, 2024, Celebrateus Staff Appreciation Event. 11:30am-1:00pm

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

There were no contracts or purchases in the period 4/1/24 to 4/30/24 that were subject to the requirements of Board Policy 6330, Purchasing.

3. College Staff Changes (new hires or movement of college employees)

New Employees

Jennifer Chaney – PT Faculty, GED Instructor
Sarah Robinson – YCS Bookstore Clerk

Position Changes for current employees

Ann Hovey – Assistant Registrar
Laura McClister – Director Curriculum Operations & Effectiveness
Kira Woosley - Registrar

Employment Separations - None



Action Chapter 3 Board Policy Review

Summary of Policy Change Table Chapter 3 – General Institution

Type of Revision	Legal	Board Policy
Moved from another chapter		
No change to body of policy (includes reference change only)		
Proposed change in content	SUG	BP 3500 Campus Safety
New Policy	LR SUG SUG	BP 3420 Equal Employment Opportunity (Rescinds BPs 301 & 700) BP 3510 Workplace Violence BP 3570 Smoking and Other Tobacco Use and Possession on Campus as revised 4/17/24 (Rescinds BP 211)
Total BPs Reviewed: 4		

Legal Key: **LR = Legally Required** **LA = Legally Advised** **SUG = Suggested** **AR = Accreditation Related**