



**OREGON COAST COMMUNITY COLLEGE
BOARD OF EDUCATION MEETING
Wednesday, July 17, 2024, 6:00pm**

South County Center

3210 Crestline Dr., Waldport, OR 97394

Zoom Meeting ID: 949 2083 3575

<https://oregoncoast.zoom.us/j/94920833575>

BOARD OF EDUCATION

Richard Emery, Chair
Debbie Kilduff, Vice-Chair
Chris Chandler
Marion Mann
Alison Nelson-Robertson
Paul Schuytema
Bud Shoemake

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

A. Call to Order

- a. Board roll call
- b. Welcomes by President
- c. Approval of Business Meeting Minutes from June 19, 2024
- d. Finalize agenda

B. Communications

- a. Written
- b. Public Comment on Agenda & Non-agenda items (as received)
- c. Closing Public Comment
- d. President's Response to Public Comment (if needed)

C. College Reports

- a. Introduction of Dr. Bruce Clemetsen, Interim Vice-President of Academic & Student Affairs
- b. President's Report – President Ryslinge
- c. Bond update – President Ryslinge
- d. College Strategic Plan Annual Update on Goals – President Ryslinge
- e. Financials January through May 2024 – Robin Gintner, VP of Administrative Services
- f. South County & Engagement Update – Dave Price, VP of Engagement

D. Board Reports

- a. OCCA Report – Debbie Kilduff
- b. Other Board Reports

E. Information & Discussion Items

- a. 2024-2025 Board Meeting Calendar (Retreat, LCSD, Locations)
- b. Reading of OCCC Board of Education Code of Ethics/Standards of Practice

F. Action Items (continues on next page)

- a. Consent Agenda of Annual Approvals 2024-2025, as detailed on page 3 of this agenda
- b. Affirmation/Reaffirmation of OCCC Board of Education Code of Ethics/Standards of Practice
- c. Approve 2024-2025 Board Meeting Calendar

Oregon Coast Community College acknowledges that we reside within the ancestral homelands of the Yaquina (Yaqu'ón) 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



- d. Board Approval of purchase >=\$100,000. Virtual Reality System for Career Exploration and Skill Building/Training Construction Trades (3-year license and hardware). Sole source vendor: Transfr VR. Bid \$127,200, Grant funded from Future Ready Oregon P.A.C.T (Pre-Apprenticeship in the Construction Trades) program

G. Announcement of future meetings:

The next regularly scheduled meeting of the OCCC Board of Education will be held Wednesday, September 11, 2024, in-person at Central County Campus, 400 SE College Way, Newport, OR & via Zoom.

H. 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:

Informational: Events of Board Interest

- College summer hours end, week of Sept. 2nd
College closed Monday, Sept. 2nd for the Labor Day Holiday
Fall Term Begins: September 16th

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

There were no contracts or purchases in the period 6/1/24 to 6/30/24 that were subject to the requirements of Board Policy 6330, Purchasing.

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

New Employees

Shannon Mann – PT Small Business Advisor
Gabriela Orellana Acosta – PT Business Advisor & Latino Outreach Specialist

Separations

Matthew Fisher – FT Faculty, Biology
Andres Oroz – Vice President of Academic & Student Affairs



Annual Approvals 2024 – 2025

July 17, 2024

Consent Agenda

Summary:

At the July Board meeting each year, it is recommended that the College Board identify and/or authorize the following housekeeping items. Some are required by Oregon State Statute, and those statutes have been identified. The College administration recommends that the following organizational list be approved for College operations for 2024-2025.

- A. Appoint the College President, Birgitte Ryslinge, as the Oregon Coast Community College's **District Clerk** [ORS 332.515].
- B. Appoint the College Chief Financial Officer, Robin Gintner as the **College Budget Officer** [ORS 294.331], under the direction of College President, Birgitte Ryslinge.
- C. Designate Miller Nash Graham & Dunn LLP and Macpherson, Gintner & Diaz, as the College's **legal counsel**.
- D. Designate Brown & Brown Northwest as the College's **Insurance Company of Record**.
- E. Designate all banking institutions and the county custodial officer as defined by ORS 294.004(2) located within the College District as **authorized custodians** of College funds. In addition, designate the state local government investment pool as authorized custodian of College funds.
- F. Appoint Birgitte Ryslinge (College President), Robin Gintner (Vice President of Administration), and Bruce Clemetsen (Vice President of Academic and Student Affairs) as **authorized signatories** for College funds. In addition, authorize the use of one facsimile signature (Birgitte) for College funds.
- G. Appoint Birgitte Ryslinge (College President) as **authorized signer** for the College grants and contracts.
- H. Designate the Board of Education as the college's **Local Public Contract Review Board** [ORS 279.055 (2)].
- I. Appoint Pauly, Roger and Co., P.C. as the College's **auditors**.
- J. Appoint Marion Mann as the **OCCC Foundation Liaison**.
- K. Appoint Debbie Kilduff as the **OCCA Representative**.
- L. Appoint Bud Shoemake as the **Bond Liaison**.