

**OREGON COAST COMMUNITY COLLEGE  
BOARD OF EDUCATION  
BUSINESS MEETING  
Wednesday, May 21, 2025, 7:55 PM  
Central County Campus, Room 140  
400 SE College Way, Newport, OR 97366  
Zoom Meeting ID: 989 4442 2304  
<https://oregoncoast.zoom.us/j/98944422304>**

**A. Call to Order**

Vice Chair Debbie Kilduff called the regular meeting of the Oregon Coast Community College Board of Education to order at 7:54 PM.

**B. Introduction**

a. Board roll call

In attendance: Vice Chair Debbie Kilduff, Patrick Alexander, Marion Mann, Paul Schuytema, and Bud Shoemake. Rich Emery and Chris Chandler were excused.

b. President's Welcome

President Marshall Mease Roache welcomed everyone to the meeting and acknowledged the presence of OCCC staff, Board members, and guests. Attendees were reminded that pursuant to SB 1502, the meeting will be recorded and posted on the College website within 7 days of the meeting.

c. Approval of Business Meeting Minutes from April 16, 2025

Alexander moved to approve the Business Meeting Minutes from April 16, 2025. Schuytema seconded. All voted in favor. **Motion Carried.**

d. Finalize agenda

No changes to the agenda.

**C. Communications**

a. Written

No written communication was received.

b. Public comment on agenda & non-agenda items (as received)

No Public Comment.

c. Public Comment Closed

Kilduff closed public comment.

d. President's Response to Public Comment (if needed)

No Comment was given.

## **D. College Reports**

### **a. OCATT & Renovations Project Update**

Chris and Nancy Giggly, GO-Bond Project Managers (Integrity Management Solutions), provided an attachment with the monthly report on the Oregon Coast Advanced Technology & Trades (OCATT) & Renovation Project. The report stands as written. Kilduff shared that the Budget Oversight Committee met to discuss possible layouts of the OCATT Building. It was announced that the building will be located on the south side of the parking lot.

[OCATT & Renovations Project Update May 2025](#)

### **b. President's Report**

President Roache summarized his event attendance, professional development, collaborations, and community involvement on behalf of the College since April 16, 2025. The report also includes contributions from each Vice President's area.

[Link to May 2025 President's Report.](#)

### **c. Financial Aid Update**

Bruce Clemetsen (VP of Academic and Student Affairs) provided an overview of the financial aid distribution and funding sources. The financial aid update revealed that students received approximately \$6.1 million in financial aid, with nearly \$3 million coming from federal sources.

[Link to Financial Aid Update](#)

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

No Board Policies reviewed this month

## **F. Information & Discussion Items**

### **a. Confirm Commencement Participation**

President Roache announced the upcoming Commencement ceremony on June 13<sup>th</sup> at 6:00 PM and requested confirmation of Board participation.

### **b. 2025-2026 Board Meeting Calendar & Locations**

President Roache shared the draft of the 2025-2026 Board Meeting calendar. There will be eight meetings in Newport, two in Lincoln City, one in Waldport, one at the Toledo Welding Laboratory, and one at the LCSD Teaching and Learning Center. Approval of the calendar will be an action item at the June Business Meeting.

[Draft 2025-2026 Board Meeting Calendar](#)

### **c. First Read: Biennial Review and Update of Foundation and College Agreement, and Foundation ByLaws**

Dave Price (VP of Engagement) shared the updated Foundation Agreement and Bylaws, which have been approved by the OCCC Foundation Board of Directors. The only change to the document was the correction of a typo on page 5 of the Bylaws.

[Foundation and College Agreement and Foundation ByLaws](#)

## **G. Board Reports**

### **a. OCCA Report**

Kilduff (OCCA Liaison) reported that OCCA elected new officers at the recent meeting and adopted a revised equity call to action.

The Board was invited to the OCCA Board Leadership and Governance Summit on September 6<sup>th</sup> at the Chemeketa Salem Eola campus, which includes mandatory training for Board Members. Roache proposed cancelling the Board Retreat scheduled for September 5<sup>th</sup> and attending the Summit instead. The Board agreed to cancel the Retreat and attend the Summit.

### **b. Other Board Reports**

No other Board reports

## **H. Action Items**

**a. Suspend Academic Programs: AAS Accounting, Accelerated Accounting Certificate, Entry Level Accounting Certificate, Business Applications Certificate, and Foundation Welding Skills Certificate**  
Schuytema motioned to suspend the academic programs: AAS Accounting, Accelerated Accounting Certificate, Entry-Level Accounting Certificate, Business Applications Certificate, and Foundation Welding Skills Certificate. Shoemake seconded. All voted in favor. **Motion Carried.**

### **b. Renew Darktrace Cybersecurity software contract**

Robin Gintner (VP of Administrative Services) announced that the DarkTrace Cybersecurity software contract, totaling \$100,156, was up for renewal. Gintner requested Board approval for the contract amount, subject to the requirements of Board Policy 6340, Bids and Contracts. Schuytema motioned to renew the Darktrace Cybersecurity Software Contract. Shoemake seconded. All voted in favor. **Motion Carried.**

## **I. Announcement of future meetings:**

Kilduff announced that the next scheduled meetings of the OCCC Board of Education will be held:

- Wednesday, June 18, 2025, Business Meeting and Budget Hearing and Adoption in person at North County Center, 3788 SE High School Dr., Lincoln City, OR, 97367 & via Zoom.
- • Wednesday, June 26, 2025, Budget Adoption (if needed) at Central County Campus, 400 SE College Way, Newport, OR, 97366 & via Zoom.

## **J. Adjournment**

Kilduff adjourned the meeting at 8:34 PM.

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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:



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Marshall Mease Roache, PhD  
Clerk of the Board