

**OREGON COAST COMMUNITY COLLEGE  
BOARD OF EDUCATION MEETING**

**Wednesday, July 16, 2025**

South County Center

3210 Crestline Dr., Waldport, OR 97394

Zoom Meeting ID: 996 7250 2876

<https://oregoncoast.zoom.us/j/99672502876>

**A. Call to Order**

**B. Introduction**

**a. Board roll call**

Chair Rich Emery called the meeting to order at 6:00pm. In attendance: Chair Rich Emery, Vice Chair Debbie Kilduff, Patrick Alexander Chris Chandler, Marion Mann, and Bud Shoemake. Paul Schuytema was excused.

**b. Welcomes by President**

President Marshall Mease Roache welcomed everyone to the meeting at South County Center and acknowledged the presence of OCCC staff, Board members, and guests. Attendees were reminded that pursuant to SB 1502, and SB 1109, the meeting will be recorded and posted on the College website within 7 days of the meeting.

**c. Swearing In: Rich Emery Zone 1, Patrick Alexander Zone 2, Bud Shoemake Zone 4, and Chris Chandler Zone 5 by Amy Southwell, Lincoln County Clerk**

Emery, Alexander, and Shoemake were sworn in. Chandler was sworn in on July 16<sup>th</sup> at the County Clerk's office.

**d. Election of Chair and Vice Chair (ORS 341-283)**

Chandler motioned to elect Debbie Kilduff for Chair of the OCCC Board of Education for the year 2025-26. Mann seconded.

Mann requested a review of Board Policy 2210, suggesting an amendment to clarify the frequency of elections for Chair and Vice Chair specifically, and to discuss the possibility of implementing a clearer rotation system for these leadership roles. It was suggested to put this topic on the agenda in September.

A roll call vote was conducted on Chandler's nomination of Kilduff. Emery, Kilduff, Alexander, Chandler, Mann, and Shoemake voted in favor. Schuytema was excused. **Motion Carried.**

Chandler nominated Paul Schuytema for Vice Chair of the OCCC Board of Education for the year 2025-26. Alexander seconded.

Mann nominated herself for Vice Chair of the Board of Education for the year 2025-26. Emery seconded.

A roll call vote was conducted on Chandler's nomination of Schuytema. Emery, Kilduff, Alexander, Chandler, and Shoemake voted in favor. Mann voted against. Schuytema was excused. **Motion Carried.**

A roll call vote was conducted on Mann's self-nomination. Mann voted in favor. Emery, Kilduff, Alexander, Chandler, and Shoemake voted against. Schuytema was excused. **Motion Failed.**

President Roache presented Rich Emery a plaque of recognition for his two years of service as Chair. The meeting continued with Debbie Kilduff as Chair.

e. Approval of Budget and Business Meeting Minutes from June 18, 2025

Chandler moved to approve the June 18, 2025 Business Meeting minutes. Emery seconded. All present voted in favor. **Motion Carried.**

f. Finalize agenda

President Roache requested two amendments to the agenda: Add action item G.d. to approve the audit-related plan of action for audit deficiencies, and to reorder item D.c NWCCU Year Six, Standard Two (PRFR) report earlier in the agenda as item D.a.

**C. Communications**

a. Written

No written communications received.

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

No public comment received on agenda items.

c. Closing Public Comment

Public comment was closed.

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

No response was given.

**D. College Reports**

NWCCU Year Six, Standard Two, Policies, Regulations, and Financial Review (PRFR): What to Expect

Dr. Birgitte Ryslinge (Accreditation Liaison Officer) provided an overview of the college's accreditation process with the Northwest Commission on Colleges and Universities (NWCCU), the regional accrediting body. The college is in year 6 of a 7-year accreditation cycle, with the upcoming review focusing on policies, regulations, and financial practices.

Ryslinge outlined the four remaining recommendations from NWCCU: program reviews, learning outcomes assessment, integrated planning, and human resources functions. It was noted that the college has made significant progress with these recommendations and is well-prepared for the upcoming year 6 review. The addition of a new position in Academic Affairs to support accreditation work, ensuring continuity and sustainability of the process, was also mentioned.

[NWCCU Year Six Update](#)

#### b. OCATT & Renovations Project Update

Chris Giggy, GO-Bond Project Manager from Integrity Management Solutions, provided an update on the OCATT Renovation project. Preliminary cost estimates range from \$25 to \$29 million, which is higher than initially expected. To manage costs, Giggy presented a value engineering plan aimed at reducing the total to \$25 million, with a goal to finalize designs at 75% completion.

Giggy also reviewed the 2025 Summer Fix-it Projects, which include:

- Exterior renovations across multiple campuses
- Priority upgrades to HVAC systems, access control, and security systems

[OCATT Renovations Project Update](#)

#### c. President's Report

President Roache summarized his attendance at events, professional development activities, collaborations, and community involvement on behalf of the College since June 18, 2025. The report also includes contributions from each Vice President's area.

Topics Covered:

- President Roache was elected to the Community College Baccalaureate Association national board
- Groundbreaking for the OCATT building is scheduled for mid-September
- Summer enrollment increased by over 50%, largely due to the SBDC and Small Business Management for Nonprofits program
- Clackamas Community College President Dr. Tim Cook's 1,500-mile student basic needs awareness run will visit the Lincoln City Center on July 24<sup>th</sup>

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

#### d. College Strategic Plan Annual Update on Goals & Student Success

President Roache gave an annual update on the college's Strategic Plan, which focuses on five main areas: empowering students, advancing career pathways, strengthening institutional resources, expanding educational choices, and increasing community impact. Roache also outlined plans to expand academic programming and better meet student needs through strategic partnerships with both industry and academic institutions.

[Strategic Plan Annual Update on Goals & Student Success 2024-25](#)

### **E. Information and Discussion Items**

#### a. Reading of OCCC Board of Education Code of Ethics/Standards of Practice

[The 2025-2026 Code of Ethics and Standards of Practice](#), as outlined in Board Policy 2715, was read aloud by Kilduff.

#### b. 2025-2026 OCCA and Foundation Representatives

Shoemake nominated Patrick Alexander for Foundation Liaison for the year 2025-26. Mann seconded. A roll call vote was taken. All present voted in favor. **Motion Carried.**

Mann nominated Paul Schuytema for OCCA Liaison for the year 2025-26. Alexander seconded. A roll call vote was taken. All present voted in favor. **Motion Carried.**

Kilduff nominated Bud Shoemake for Bond Liaison for the year 2025-26. Chandler seconded. A roll call vote was taken. All present voted in favor. **Motion Carried**

## **D. Board Reports**

### **a. Other Board Reports**

Debbie Kilduff shared an OCCA update:

- The legislative session concluded on June 27<sup>th</sup>. The Community College Support Fund was finalized at \$854.4 million, falling short of the originally requested \$920 million. However, funding for Benefits Navigators was fully restored at all 17 colleges.
- Senate Bill 5505 increased the Article XI-G bond funding cap for future requests from \$8 million to \$12 million.
- The Board was reminded of the upcoming OCCA Leadership and Governance Summit, scheduled for September 6<sup>th</sup> in Salem.

## **G. Action Items**

### **a. Consent Agenda of Annual Approvals 2025-2026, as detailed on page 3 of the Agenda**

Chandler motioned to approve the [Consent Agenda and Annual Approval 2025-2026](#). Shoemake seconded. Kilduff reviewed the items on the consent agenda. Chandler amended her motion to include items J, K, and L (the Foundation, OCCA, and Bond appointments). Alexander seconded. A vote was called. All voted in favor. **Motion carried.**

### **b. Affirmation/Reaffirmation of OCCC Board of Education Code of Ethics/Standards of Practice**

All present Board members signed the Affirmation document. Board members not in attendance will review and sign the document electronically via email.

### **c. Approve an amendment to the Lease Crutcher Lewis contract in the amount of \$(pending) to cover costs for the Summer 2025 Fix-It Package.**

Chandler motioned to approve an amendment to the Lease Crutcher Lewis contract for \$1,140,823 to cover costs for the Summer 2025 Fix-it Package. Alexander seconded. A vote was called. All present voted in favor. **Motion Carried.**

### **d. Approve the audit-related plan of action for audit deficiencies**

Kilduff motioned to approve the audit-related plan of action for audit deficiencies. Chandler seconded. A vote was called. All present voted in favor. **Motion Carried.**

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

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

- September 17, 2025, in person at Central County Campus, 400 SE College Way, Newport, OR 97366 & via Zoom.

## **H. Adjournment**

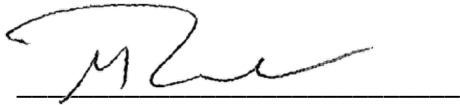
Kilduff adjourned the meeting at 7:24 pm.

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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:

A handwritten signature in black ink, appearing to read 'M. Roache', is written over a horizontal line.

Dr. Marshall Mease Roache  
Clerk of the Board