

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

**Wednesday, December 10, 2025, 6:00 pm**

**Central County Campus**

**400 SE College Way, Newport, OR 97366**

Meeting Link: <https://oregoncoast.zoom.us/j/92033565657>

Meeting ID: 920 3356 5657

**A. Call to Order**

- a. Debbie Kilduff called the meeting to order at 6:01 pm.

**B. Introduction**

- a. Board roll call

- Chair Debbie Kilduff, Vice Chair Paul Schuytema, Patrick Alexander, Chris Chandler, Rich Emery, Marion Mann, and Bud Shoemake.

- b. President's Welcome

- Dr. Marshall Mease Roache welcomed everyone. Announcing for the first time that we are meeting in *Dr. Birgitte Ryslinge Board Room*. Attendees were reminded, pursuant to State of Oregon Public Meeting Laws, the meeting will be recorded and posted on the College website within 7 days of the meeting.

- c. Approval of November 19, 2025, Board of Education meeting minutes.

- Chandler made the motion. Shoemake seconded. Roll call vote, unanimous - **Motion carried**.

**B.c. Draft Business Meeting Minutes November 19, 2025**

- d. President's Introduction

Dr. Marshall Mease Roache introduced the new Executive Assistant to the President and the Board of Education, Jennifer Dolphin.

**C. Communications**

- a. Public Comment was Opened

No public comment was presented.

- b. Written

No written communication was received.

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

No public comment on agenda & non-agenda items were received.

- d. Closing Public Comment

Public comment was closed.

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

No response was needed.

**D. College Reports**

- a. OCATT & Renovations Update - Chris Giggy

Phase 1 is complete. Construction is to resume in March 2026.

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Phase 2, the action item (\$8.93M) underground utilities, concrete slab, structure – including siding, exterior brick, and roof.

Final design of the OCATT expected February 2026. Structure completion March 2026, and final occupancy May 2026, equipment move-in.

Summer 2025 Fix-it projects – Exterior renovations at central campus and all OCCC centers, finish railings (North Center), bathrooms (Central Campus), stairways covering (Central Campus). Project completion set for the first of the year, 2026.

HVAC controls upgrades – begins this month, December 2025.

**D.a. OCATT & Renovations Project Update (Presentation)**

b. Accreditation Update - Birgitte Ryslinge

What are the things that the board members should be aware of in accreditation?

- Purpose, function, and benefits of institutional accreditation
  - Accreditation maintains compliance with federal and state regulations. It is the intermediary between the Department of Education and state requirements.
- OCCC's journey
  - Accreditation journey began in 2014.
    - 7-year cycle, 2026 is the 7<sup>th</sup> and final year (February 2027).
- Commendations and recommendations
  - Strong community, high school partnerships, welcoming climate, and student success.
  - Program review, student learning outcomes, systematic and integrated planning, performance evaluations, and HR functions.

**D.b Accreditation Update (Presentation)**

c. President's Recognition

Dr. Marshall Mease Roache recognized President Emerita Dr. Ryslinge and President Emeritus Dr. O'Connor for laying the foundation that we can build on.

d. OCCA Monthly Report – Paul Schuytema

HECC reported they are looking at the possibility of student access to Pell grants from certification programs – more to come.

**D.c. OCCA Monthly Report**

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e. SBDC Report – Greg Price

- 3 Center Closures – Columbia County (2024 closure), Eastern Oregon University (2025 closure), and Southern Oregon University (2025 closure).

**D.d. SBDC Report (Presentation)**

f. FY 26 Sept Financials – Robin Gintner

- General fund - looks good.
- Capital project fund – not yet given for matching funds; this will occur over the next couple of months.
- Bookstore – running a surplus at the end of summer.
- Reserve fund – no activity.

**D.e. FY 26 Sept. Financials**

g. President's Report – Dr. Marshall Mease Roache

- Our EMT program is returning in the winter term.
- Foundation work, a positive couple of months.
- New scholarship - Equine Therapy through Reach For The Stars.
- January 2026, we are going to be changing our board presentations - BOE will hear reports from all parts of the college.
- Replacing all heating valves in the North County Center.

**D.f. President's Report**

**E. Board Reports**

- a. No other reports.

**F. Action Items**

- a. Approve and adopt the college's amended and restated 403(b) plan effective January 1, 2026; and authorize the President of Oregon Coast Community College to execute the amended and restated plan.
  - Chandler made the motion. Schuytema seconded. Roll call vote, unanimous - **Motion carried**.

**G.a. 403b Plan Summary**

- b. Approve an amendment to the Lease Crutcher Lewis contract for \$8.93 million to cover costs for the OCATT Phase 2 Construction: Underground Utilities and Building.

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- Schuytema made the motion. Alexander seconded. Roll call vote, unanimous - **Motion carried.**

**G. Announcements & Future Meetings**

The next scheduled meeting of the OCCC Board of Education will be:

January 21, 2025, at Central County Campus, 400 SE College Way, Newport, OR 97366, and via Zoom.

**H. Adjournment**

Kilduff adjourned the meeting at 7:12 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, Jennifer Dolphin

Approved by:



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Dr. Marshall Mease Roache

Clerk of the Board