

**OREGON COAST COMMUNITY COLLEGE
BOARD OF EDUCATION
BUDGET HEARING & BUSINESS MEETING
Wednesday, June 18, 2025, 6:00 PM
North County Center, Room 211
3788 SE High School Drive, Lincoln City, OR 97367
Zoom Meeting ID: 945 9319 1465
<https://oregoncoast.zoom.us/j/94593191465>**

Budget Hearing for FY 2025-2026 Budget

A. Call to Order & Roll Call

The Budget Hearing for FY 2025-2026 was called to order at 6:00pm. In attendance: Chair Rich Emery, Vice Chair Debbie Kilduff, Paul Schuytema, and Chris Chandler. Patrick Alexander and Bud Shoemake were excused. Marion Mann was absent.

B. Public Comment

No public comment.

C. Board Discussion

None.

D. Close of Hearing

There being no discussion, Emery closed the budget hearing at 6:03pm

Regular Business Meeting

A. Call to Order

Chair Rich Emery called the regular meeting of the Oregon Coast Community College Board of Education to order at 6:02 PM.

B. Introduction

a. Board roll call

In attendance: Chair Rich Emery, Vice Chair Debbie Kilduff, Paul Schuytema, and Chris Chandler. Marion Mann joined the meeting at 6:07 PM. Patrick Alexander and Bud Shoemake 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 Budget Committee Meeting Minutes from May 21, 2025

Schuytema moved to approve the Budget Committee Meeting Minutes from May 21, 2025. Kilduff seconded. Emery, Kilduff, and Schuytema voted in favor. Chandler abstained. Mann was absent. Patrick Alexander and Bud Shoemake were excused. **Motion Carried.**

d. Approval of Business Meeting Minutes from May 21, 2025

Schuytema moved to approve the Business Meeting Minutes from May 21, 2025. Kilduff seconded. Emery, Kilduff, and Schuytema voted in favor. Chandler abstained. Mann was absent. Patrick Alexander and Bud Shoemake were excused. **Motion Carried.**

e. 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

Emery 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 Giggy, GO-Bond Project Managers (Integrity Management Solutions), provided the monthly report on the Oregon Coast Advanced Technology & Trades (OCATT) & Renovation Project. Topics Covered:

- The OCATT schematic design was completed, with cost estimates expected on July 9th, and priority renovations were permitted, awaiting bids.
- The Board requested renderings of all three campus buildings to assess the OCATT building's coordination with the current campus architecture.

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

b. President's Report

President Roache summarized his event attendance, professional development, collaborations, and community involvement on behalf of the College since May 21, 2025. The report also includes contributions from each Vice President's area.

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

c. Financial Report – Fiscal year 24-25 Quarter 3

Robin Gintner (VP of Administrative Services) presented the Quarter 3 Financial Report, showing strong performance across most funds, with general fund revenue exceeding budget by 50% and expenditures 12% below budget. The special revenue fund was underperforming due to the timing of grant revenues, while the debt service fund successfully paid all bond payments, and the internal service fund remained in surplus. For detailed information, see the full report.

[FY 24-24 Quarter 3 Financial Report](#)

E. Board Policy Update Process

No Board Policies reviewed this month

F. Information & Discussion Items

a. 2025-2026 Budget Update

Robin Gintner (VP of Administrative Services) outlined Resolution No. 2025-06-03 – Budget Adjustments. The resolution will transfer \$250,000 from materials and services to capital outlay in the special revenue fund, and \$1 million from capital outlay to materials and services in the capital projects fund, to align with actual spending patterns.

[Budget Adjustment Details](#)

[Adjusted Budget](#)

b. Transfer of Remaining Funds from 2012 Bonds to 2024 Bonds

Gintner introduced an action item for the Board's approval to transfer leftover funds from the bond payoff and the LGIP debt service account for old bonds into the LGIP cash account for the new bond. This transfer will allow the use of these funds for payments on the current bond.

c. Proposal to suspend Nursing Assistant - 2 Certificate

Dr. Crystal Bowman (Dean of Nursing & Allied Health) explained that the Nursing Assistant 2 certificate program needs to be suspended due to a regulatory change combining NA1 and NA2 into one program.

[Proposal to suspend Nursing Assistant – 2 Certificate](#)

G. Board Reports

a. OCCC Foundation Report

Mann (Foundation Liaison) presented the OCCC Foundation Report.

Topics Covered:

- The OCCC Foundation awarded \$111,500 to 85 students through various scholarships, representing a 15% increase from the previous year, with all recipients receiving at least \$500.
- Current and upcoming grants include:
 - A \$25,000 Georgia Pacific grant to support the Early College Program
 - A \$4,500 Marie Lanfrom Charitable Foundation grant to support high school visits to OCCC (pending).
 - An upcoming \$22,500 Roundhouse Foundation grant to support students enrolled in CTE programs.
- Running for Oregon Community College Students (ROCCS!) – Clackamas Community College President Dr. Tim Cook is running 1,500 miles to visit all 17 Oregon community colleges, raising funds for student basic needs. He is expected to arrive at OCCC's North County Center on July 23rd. Local donations will support the Shark Shack and other student support services.
- The Foundation Annual Meeting and Board Retreat are scheduled for July 22nd at the Newport Campus.

b. Other Board Reports

No other Board reports

H. Action Items

a. Approve Budget Resolution No. 2025-06-01 – Adoption of 2025-26 Budget and Appropriations

Chandler motioned to approve Budget Resolutions 2025-06-01: Adoption of 2025-26 Budget and Appropriations, 2025-06-02 Impose and Categorize Taxes for 2025-26, and 2025-06-03 Adoption of the 24-25 Budget Adjustments. Schuytema seconded. All voted in favor. **Motion Carried.**

b. Approve Budget Resolution No. 2025-06-02 – Impose and Categorize Taxes for 2025-26

This item was approved with the previous motion.

c. Approve Budget Resolution No. 2025-06-03 – Adoption of the 24-25 Budget Adjustments

This item was approved with the previous motion.

d. Approve the transfer of the remaining fund balance and associated LGIP Debt Service Cash, left over from the Fund for the new 2024 General Obligation Bonds

Schuytema motioned to approve the transfer of the remaining fund balance and associated LGIP Debt Service Cash, left over from the Fund for the new 2024 General Obligation Bonds. Chandler Seconded. All present voted in favor. **Motion Carried.**

e. Suspend Nursing Assistant – 2 Certificate

Chandler motioned to suspend the Nursing Assistant – 2 Certificate. Schuytema seconded. All present voted in favor. **Motion Carried.**

f. Approve Biennial Review and Update of Foundation and College Agreement, and Foundation By-Laws

Schuytema motioned to approve Biennial Review and Update of Foundation and College Agreement, and Foundation By-Laws. Chandler seconded. All present voted in favor. **Motion Carried.**

g. Approval of the 2025-2026 Board Meeting Calendar

Chandler motioned to approve the 2025-2026 Board Meeting Calendar. Schuytema seconded. All present voted in favor. **Motion Carried.**

I. Announcement of future meetings:

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

- Put the June 25th back – it is not needed.
- Wednesday, July 16, 2025, Business Meeting at South County Campus, 3120 Crestline Dr., Waldport, OR 97394 & via Zoom.

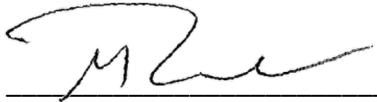
J. Adjournment

Emery adjourned the meeting at 6:44 PM.

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:



Dr. Marshall Mease Roache
Clerk of the Board



Oregon Coast Community College Bond Projects Construction Manager's Report



Report Date July 10, 2025

GENERAL OVERVIEW

With the completion of the Schematic Design phase for the OCATT building, we had the contractor and a 3rd party firm prepare preliminary cost estimates based on that design. These estimates were reviewed with the project team and OCCC leadership on July 9th. The estimates are much higher than expected and the design team has been tasked with preparing recommendations for large budget cuts by our next meeting on July 17. GLAS will then prepare their final proposal to complete design. In the meantime, they've started design for the OCATT site preparation work that will begin this October.

A construction cost amendment for the summer 2025 Fix-It work package was received from the contractor earlier this week and is in review. We'll prepare a change order for Board approval once the amendment is validated and finalized. Work is scheduled to begin in August with areas inside the buildings completed before classes start in September.

Design is 90% complete for the priority system replacements (HVAC controls, AQS Building AC, access controls and security) and will be completed for bidding in mid-July. Design for other facility improvements from the pre-bond assessment will begin after that.

BUDGET

The current program budget summary is shown on the next page. Changes since last month are noted below.

Income

No changes.

Current Budgets

This section was updated to match the current committed costs. Projected budgets will be added for individual projects as cost estimates are completed.

Committed Costs

OCATT consultant cost of \$34,925 was added for additional Geotech testing.

Central Campus design cost of \$10,818 was added for renovations to facilities space in the main building.

North Center consultant cost of \$2,637 was added for special inspections required for the structural work in the Summer 2025 Fix-It package.

To date, \$3.30 million has been committed.

Actual Costs

Oregon Coast Community College Bond Program Construction Manager's Report

To date, \$2.72 million has been expended.

OSCC Bond Program Budget Summary - Updated July 8, 2025

Budget Income Elements

	Original Budget	Current Budget	Actual To-Date	Notes
Bond Sale	\$ 33,100,000.00	\$ 36,262,284.40	\$ 36,262,284.40	Bond sale date of August 15, 2024. Current budget includes premium from bond sale of
State Matching Grant	\$ 8,000,000.00	\$ 8,000,000.00		
Interest on Bond Proceeds	\$ -	\$ 2,508,853.51	\$ -	Projected interest value added 10/24.
Totals	\$ 41,100,000.00	\$ 46,771,143.91	\$ 36,262,284.40	

Original Project Budgets

	OCATT Building	Central County Camp	Aquarium Building	North County Center	South County Center	Total
Construction	\$ 12,309,000.00	\$ 3,740,600.00	\$ 534,200.00	\$ 342,290.00	\$ 231,300.00	\$ 17,817,390.00
Soft Costs	\$ 1,510,300.00	\$ 1,009,362.00	\$ 144,234.00	\$ 254,418.00	\$ 78,651.00	\$ 2,398,165.00
Furnishings & Equipment	\$ 250,000.00				\$ -	\$ 250,000.00
Construction Inflation	\$ -	\$ 239,248.00	\$ 42,736.00	\$ 75,383.00	\$ 23,304.00	\$ 440,671.00
Owners Contingency	\$ 1,830,100.00	\$ 374,060.00	\$ 53,420.00	\$ 94,229.00	\$ 29,130.00	\$ 2,380,939.00
Total Original Project	\$15,900,000.00	\$ 5,423,870.00	\$ 774,530.00	\$ 1,366,320.00	\$ 422,385.00	\$ 23,887,165.00
Note: Original budgets taken from 2023 GLAS Architects Assessment.						Non-Project Costs \$ 100,000.00
						\$ 23,987,165.00

Current Budgets

	OCATT Building	Central County Camp	Aquarium Building	North County Center	South County Center	Total
Construction	\$ 97,000.00	\$ 1,684,179.88	\$ 7,000.00	\$ 9,053.44	\$ -	\$ 1,797,233.32
Design	\$ 530,312.00	\$ 239,231.16	\$ 47,905.00	\$ 262,840.00	\$ 35,905.00	\$ 1,176,793.16
Consultants	\$ 93,339.32	\$ 15,155.71	\$ -	\$ 2,836.50	\$ -	\$ 111,332.13
Project Management	\$ 133,809.56	\$ 8,440.00	\$ 1,000.00	\$ 3,000.00	\$ 1,000.00	\$ 147,249.56
Permits & Fees	\$ 2,304.66	\$ -	\$ -	\$ 5,623.76	\$ -	\$ 7,928.42
Furnishings & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Owners Contingency & Inflation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Current Project	\$ 857,966.14	\$ 2,007,006.75	\$ 55,905.00	\$ 283,353.70	\$ 36,905.00	\$ 3,241,136.59
						Non-Project Costs \$ 58,532.41
						\$ 3,299,669.00

Committed Costs To-Date

	OCATT Building	Central County Camp	Aquarium Building	North County Center	South County Center	Total
Construction	\$ 97,000.00	\$ 1,684,179.88	\$ 7,000.00	\$ 9,053.44	\$ -	\$ 1,797,233.32
Design	\$ 530,312.00	\$ 239,231.16	\$ 47,905.00	\$ 262,840.00	\$ 35,905.00	\$ 1,176,793.16
Consultants	\$ 93,339.32	\$ 15,155.71	\$ -	\$ 2,836.50	\$ -	\$ 111,332.13
Project Management	\$ 133,809.56	\$ 8,440.00	\$ 1,000.00	\$ 3,000.00	\$ 1,000.00	\$ 147,249.56
Permits & Fees	\$ 2,304.66	\$ -	\$ -	\$ 5,623.76	\$ -	\$ 7,928.42
Furnishings & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Committed	\$ 857,966.14	\$ 2,007,006.75	\$ 55,905.00	\$ 283,353.70	\$ 36,905.00	\$ 3,241,136.59
						Non-Project Costs \$ 58,532.41
						\$ 3,299,669.00

Actual Costs To-Date

	OCATT Building	Central County Camp	Aquarium Building	North County Center	South County Center	Total
Construction	\$ -	\$ 1,602,487.08	\$ -	\$ -	\$ -	\$ 1,602,487.08
Design	\$ 446,453.12	\$ 156,242.07	\$ 35,905.00	\$ 193,828.70	\$ 8,905.00	\$ 841,333.89
Consultants	\$ 53,376.97	\$ 10,870.00	\$ -	\$ -	\$ -	\$ 64,846.97
Project Management	\$ 133,809.56	\$ 8,440.00	\$ 1,000.00	\$ 3,000.00	\$ 1,000.00	\$ 147,249.56
Permits & Fees	\$ 2,304.66	\$ -	\$ -	\$ 5,623.76	\$ -	\$ 7,928.42
Furnishings & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Project Actual	\$ 636,544.31	\$ 1,778,039.15	\$ 36,905.00	\$ 202,452.46	\$ 9,905.00	\$ 2,663,845.92
						Non-Project Costs \$ 58,532.41
						\$ 2,722,378.33

SCHEDULE

The Master Schedule for the Bond Program is shown below. This schedule shows the primary design and construction elements for the projects. Project elements with firm schedules are shown in color and with start/finish dates. Other projected project elements are shown in gray.

Oregon Coast Community College Bond Program Construction Manager's Report

ACTIVITIES	Start	Finish	2025				2026				2027			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
OCATT Building														
Programming	1/24/25	3/31/25												
Schematic Design	4/14/25	6/13/25												
Sitework Design	6/23/25	7/31/25												
Sitework Bidding & Permitting														
Sitework Construction														
Building Design														
Building Bidding & Permitting														
Building Construction														
Close-Out & Equipment Move-In														
Existing Facility Fix-It Packages														
Design	2/10/25	5/16/25												
Bidding & Permitting	5/19/25	6/19/25												
Construction - North														
Construction - Central & AQS														
Construction - South														
Existing Facility Priority Packages														
HVAC Controls & AQS HVAC Design	3/10/25	7/11/25												
Security & Access Controls Design	3/10/25	7/11/25												
Bidding & Permitting														
HVAC Construction - North														
HVAC Construction - Central & AQS														
HVAC Construction - South														
Security Construction - North														
Security Construction - Central & AQS														
Security Construction - South														
Existing Facility MEP Packages														
Design	7/21/25	2/18/26												
Bidding & Permitting														
Construction - North														
Construction - Central & AQS														
Construction - South														
Existing Facility Improvements														
Design														
Bidding & Permitting														
Construction - North														
Construction - Central														

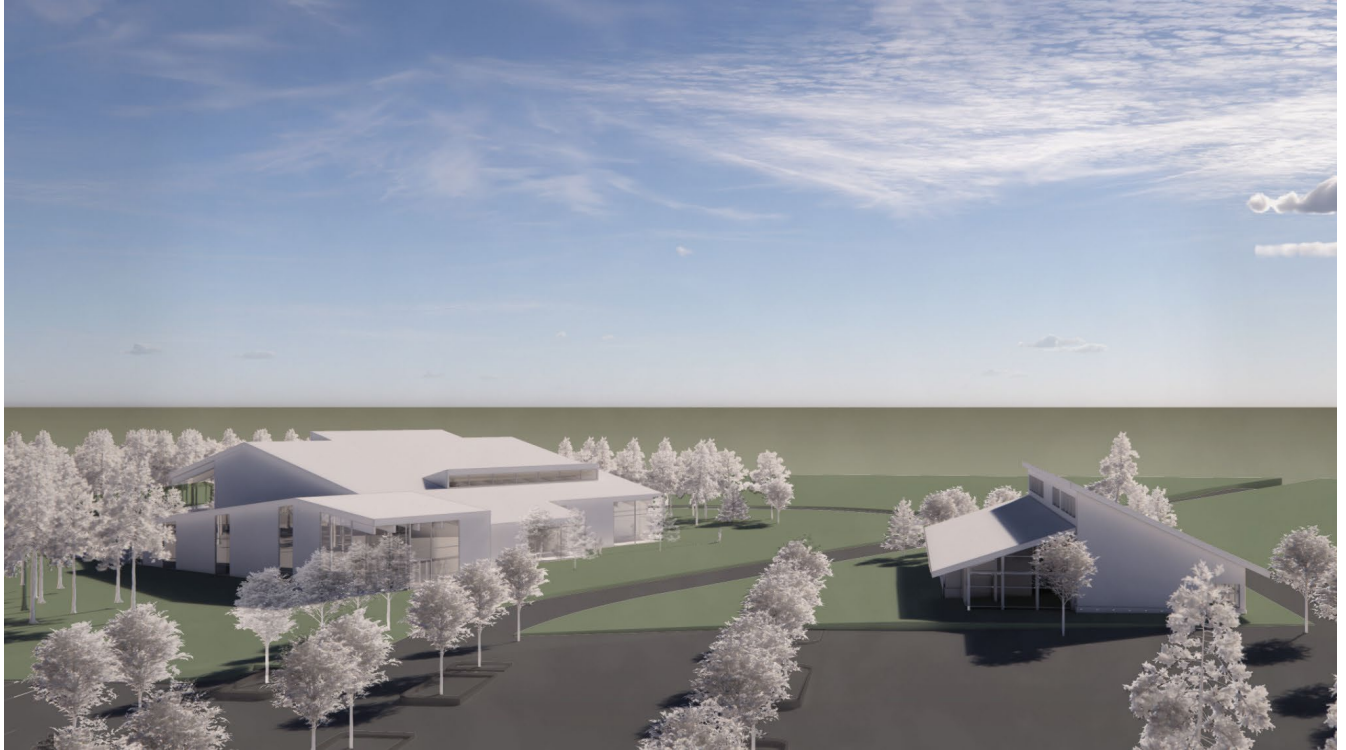
PROJECT-SPECIFIC ACTIVITY

OCATT Design

Schematic Design, developing building floor plans and exterior concepts for the new building, is completed. The GLAS-Hacker design team created multiple options for the site plan, building form and interior layout. The images below reflect the final scheme selected by the OCCC leadership team. Initial cost estimates are significantly higher than the original budget and the design team is working on a variety of cost-cutting ideas for the next meeting on July 17.

Oregon Coast Community College Bond Program Construction Manager's Report

OCATT Building Over View from Campus



OCATT Building View Entering Campus

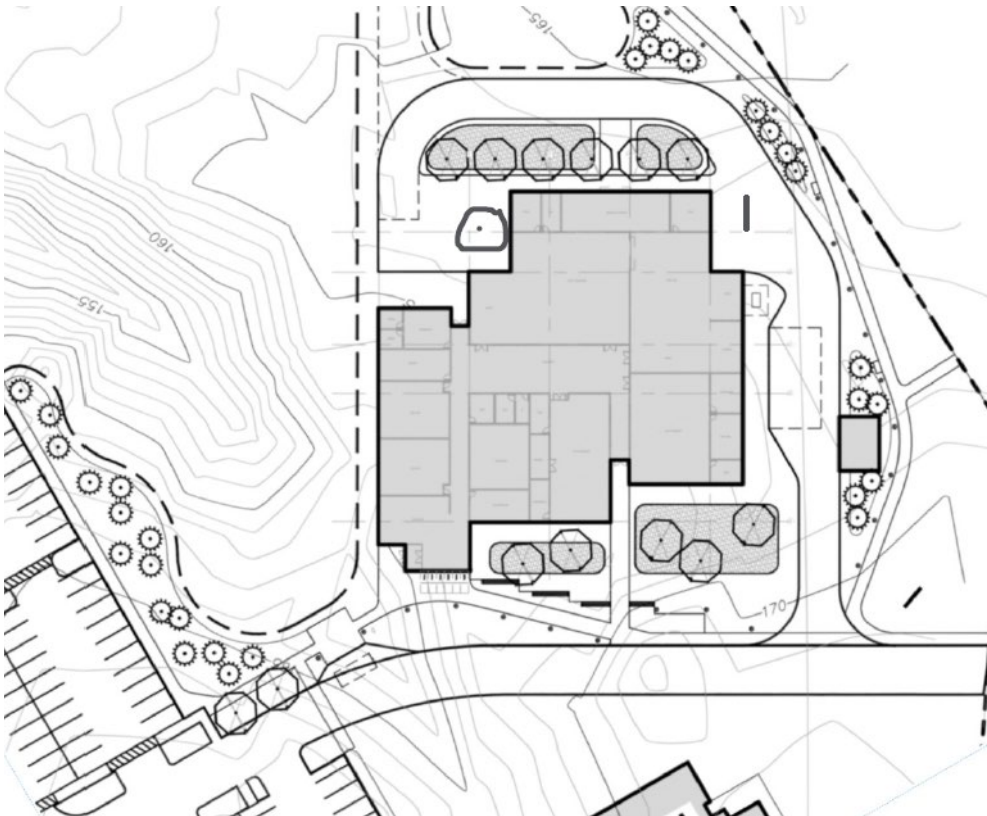


Oregon Coast Community College Bond Program Construction Manager's Report

OCATT Building View from Campus



OCATT Building Site Plan



Oregon Coast Community College Bond Program
Construction Manager's Report

OCATT Building Preliminary Floor Plan



Oregon Coast Community College Bond Program Construction Manager's Report

Existing Building "Fix-It" Design

The final "Fix-it" design package was bid in June. We're validating the costs with GLAS and expect to have a change order ready for Board approval next Wednesday. Procurement will be in July and August with construction starting in August. Some exterior construction activities will continue past September but will not impact staff or student activities.

The work in this package includes the following items:

- 1) refinishing exterior brick and siding systems at north, central and south county centers
- 2) resolving water intrusion issues
- 3) repairing damaged interior finishes
- 4) replacing corroded interior fixtures in the Aquarium Sciences building

Due to scheduling issues, the AQS floor coating and North Center re-roofing projects have been deferred to next summer.

Existing Building MEPLV Design

The pre-bond building assessments identified a number of mechanical, electrical, plumbing and low-voltage (MEPLV) issues in the existing buildings. The OCCC Facilities Manager has asked that some of these systems be prioritized because they are at, or past, the end of their service life and are having issues. These systems are:

- 1) HVAC controls at all campuses
- 2) AQS building boiler replacement and air conditioning addition
- 3) Access controls and security at all campuses

Design will be issued for bidding in late July. We expect construction to begin this Fall depending on system lead-times.

Design for other mechanical, electrical and low-voltage system improvements will begin in July with construction scheduled for 2026.

Existing Building Interior Improvements

The final planned element of the Bond Program will be improvements to interior spaces at all campuses if sufficient budget remains after the other projects are completed. This could include renovations to the Central Commons and the North Lobby and Commons. We expect to start design for these elements in 2026 after design for OCATT and the existing facility repairs are completed and those budgets are firmly established. Construction of the interior improvements will likely occur during summer 2027 and would conclude the current scope of the Bond Program.

NWCCU Update Report to OCCC Board of Education

Submitted by: Dr. Birgitte Ryslinge, OCCC Accreditation Liaison Officer (ALO)

July 10, 2025

1. Background and Context of OCCC's Accreditation Process and Status
2. 2025 Review Process of POLICIES, REGULATIONS, AND FINANCES REVIEW (PRFR)
3. NWCCU Recommendations (from 2019-20)

Dear BOE,

1. Background and Context

The stated purpose of Regional Accreditation is to ensure educational quality, stability, and sustainability through peer evaluation against standards, eligibility requirements, and policies. Through regional accreditation, higher-education institutions and enrolled students qualify for Title IV federal funds to support teaching, research, and student financial aid. Regional Accreditation bolsters institutional reputation, including student transferability and employability.

From founding (in 1987) until 2020, OCCC did not hold independent regional accreditation, however secured the student benefits of access to federal financial aid and transferability of credits through contracting arrangements with other independently accredited Oregon community colleges, under the oversight of NWCCU. The transition from contracting college to independently accredited began in 2015, and initial accreditation was granted in 2020.

NWCCU delineates requirements for regional accreditation via Eligibility Requirements (basics of operation) and ongoing Standards.

- Standard One: Student Success, and Institutional Mission and Effectiveness
- Standard Two: Governance, Resources and Capacity

OCCC is currently within the initial seven-year review cycle of our regional accrediting agency, the Northwest Commission of Colleges and Universities (NWCCU). This timeline shows OCCC reporting to NWCCU and related milestones from 2014 through today.

Type (<i>italics for visit</i>)	Year	Purpose	Outcome
Ad Hoc Report	2014	Seek approval to transition contract college from Clatsop to PCC	Granted
<i>Year 7 (Under PCC) Self Evaluation</i>	2015	Maintain branch campus status with PCC	Accepted

Application for Consideration	2015	Initiate process for independent accreditation	Permission to proceed
<i>Candidacy Self-Evaluation Report</i>	2018	Demonstrate readiness for application for Candidacy	Accepted
<i>Accreditation Self-Evaluation Report</i>	2019	Demonstrate fulfillment of Candidacy requirements	Initial accreditation granted AY 19-20 for 7-year cycle, 5 recommendations
Annual Report	2020-2025	Annual requirement for NWCCU institutions	Accepted, 2025 pending
Ad Hoc Report: Rec #5	2021	Information Technology Plan	Accepted, rec met. 4 recs going forward
<i>Mid-Cycle Self-Evaluation Report</i>	2022	Report progress on standards and 4 recommendations	Accepted
<i>Policies, Regulations, and Financial Review (PRFR) ("visit" is remote)</i>	Fall 2025	Report progress Standard Two: Governance, Resources and Capacity	Pending
<i>Evaluation of Institutional Effectiveness (EIE) Report</i>	Fall 2026	Report progress Standard One: Student Success, and Institutional Mission and Effectiveness; Assess progress on recommendations; Determine whether institution will be re-accredited.	Pending

2. 2025 Review Process of POLICIES, REGULATIONS, AND FINANCES REVIEW (PRFR)

(from NWCCU Accreditation Handbook, 2023 with 24 & 25 updates)

Prior to a 2020 revision of the NWCCU standards and reporting process, all compliance was reviewed in a single report and visit in year 7. This is the process OCCC followed for the initial granting of independent status in 2020. Subsequently, NWCCU has broken out the final review into two major segments, to occur in year 6 and year 7. The Policies, Regulations, and Financial Review (PRFR) is focused on Standard Two and occurs during the sixth year of the accreditation cycle (2025 for OCCC). It includes a desk review and evaluation by an external peer-panel of experts, which seeks to determine institutional compliance with Standard Two. Through this review, the institution provides evidence of meeting Standard Two and receives focused peer feedback to prepare for the Year Seven Evaluation of Institutional Effectiveness.

“Policies and Procedures” is inclusive terminology for formal types of institutional documentation and may include applicable laws and regulations, board policies, institutional policies and procedures, catalogs, and staff bargaining agreements, employee handbooks, and

documented processes on institutional websites. The PRFR Self-Evaluation Report is typically 60-80 pages (excluding lengthy appendices such as the external financial audit)

The institution should present, at minimum, all of the required evidence and may present additional items of evidence to demonstrate the institution's compliance with a particular portion of the Standards. The institution should also provide a brief narrative for each sub-Standard, describing the evidence presented as part of the institution's compliance, self-reflection, and reflections of its own mission and continuous improvement.

Role of the Board in Year 6 PRFR

Unlike the mid-cycle or year seven site visits, the NWCCU review board does not request a meeting with BOE representatives. The role of the BOE in the Year 7 review is to ensure that Board Policies (BPs) are up to date and accurate, that the Board conducts itself in alignment with the BPs relating to their own operation (Chapter Two), and through the CEO provides policy oversight of remaining BPs.

During the Review

The PRFR Committee will complete a desk review of the materials provided by the institution. In the months of April or October, the PRFR Committee will determine if there is need for the institution to submit additional materials. Should this need arise, the NWCCU staff liaison will contact the institution and plan for the submission of these additional materials. In May or November, the PRFR Committee convenes to discuss the findings of the desk review and completes a PRFR report. This report includes a summary of strengths and weaknesses, areas that need improvement, questions for which the team seeks additional answers or clarification, additional materials that may be needed, and any other special considerations.

After the Review

The final PRFR report is sent to the NWCCU's president, who then sends the report to the institution. The institution is allowed to respond to the PRFR report within six months of receipt of the report and undertake any corrective actions to the substantive recommendations. The PRFR Report, along with the institutional response, is provided to the Year Seven Evaluation of Institutional Effectiveness peer-review team for follow-up.

3. Recommendations Substantially in Compliance but in Need of Improvement

As is typical of NWCCU accredited institutions, OCCC received recommendations (aka directives) in conjunction with our initial accreditation in 2020. These were in areas where we knew we had work to do, and our progress has continued. We received five recommendations

and were allowed to submit an ad hoc report in 2021 on a recommendation related to Information Technology, and that recommendation was acknowledged as fulfilled, leaving us with four.

The 2022 mid-cycle peer review noted our meaningful progress on those four and also provided constructive feedback which has guided our continued work. Our full report on the four recommendations will occur in 2026, but we will include a brief executive summary on each in our Year 6 report in 2025. The recommendations are as follows:

The Commission recommends that Oregon Coast Community College:

Recommendation 1: Fall 2019 Initial Accreditation - Fully implement the system of evaluation of its programs and services to evaluate achievement of clearly identified program goals or intended outcomes and use the results of its assessments of services for improvement by planning, decision-making and allocation of resources and capacity.

Recommendation 2: Fall 2019 Initial Accreditation - Refine and fully implement the system for assessing student learning outcomes for courses, programs, and degrees, utilizing the results to inform academic learning, support planning, and practices leading to the enhancement of student learning achievement.

Recommendation 3: Fall 2019 Initial Accreditation - Develop a purposeful, systematic, integrated, and comprehensive plan articulating priorities and guiding decisions on resource allocation and application of institutional capacity.

Recommendation 4: Fall 2019 Initial Accreditation - Assess the performance evaluation process, implementation, and feedback mechanisms, professional growth and development, and support resources for employees necessary for improvement of its operational functions

Respectfully submitted

Birgitte



OREGON COAST
COMMUNITY COLLEGE

Strategic Priorities

Update on Planned Activities
2024-2025
July 2025 Board of Education



STRATEGIC PLAN 2023-2028

strategic priorities

Approved by BOE 10.19.22

#1 Students at the Center

OCCC is a student-centered college.

- College is designed and organized for student success
- Guided Pathways model is fully implemented and scaled
- Equitable outcomes for all students

#2 Careers Built Here

Center for Trades Education is built and occupied; OCCC is known for launching careers on the coast.

- CTE capacity is expanded to meet the needs of the County
- Students, employers, and partners have access to state-of-the-art CTE facilities
- CTE needs of employers and students are regularly assessed

#3 Resourced & Ready

Our people, technology and facilities are student-ready, sustained by a strong fiscal foundation,

- A strong, inclusive, and cohesive culture exists for students and employees
- Well-maintained technology and buildings provide current and relevant learning environments
- OCCC demonstrates fiscal stability and sufficient resources for mission fulfillment

#4 First Choice, Best Choice

OCCC is front of mind in Lincoln County for education and employment.

- OCCC is the educator of choice for Transfer, Employment, Workforce Readiness, and Community Education
- Small business owners think OCCC first
- OCCC is regarded as an employer of choice in Lincoln County

#5 Sharks Make Their Marks

OCCC positively impacts the quality of life in Lincoln County.

- OCCC is an integral partner in growing the local workforce
- OCCC supports, engages with, and grows a vibrant business community
- OCCC serves as a convener of community discourse



oregoncoast.edu



2024-2025 Planned Activities

to Advance Strategic Priorities

Priority 1: Students at the Center

- Continue implementation of the College Strategic Plan (2023-2028) with annual plans guiding tangible progress towards the five Strategic Priorities.
- Increase learning initiatives focused on equity and inclusion and evaluate their effectiveness.
- Improve student engagement, satisfaction, and learning achievement.
- Continue to examine and enhance the student journey and experience to remove/reduce barriers and increase engagement and sense of belonging.

Priority 2: Careers Built Here

With the passage of the capital construction local bond measure,

- a) build team for construction of the new CTE building
- b) modernize existing facilities.
- c) engage stakeholders in design and construction planning
- Update Facility and Academic Master Plan

2024-2025 Planned Activities

to Advance Strategic Priorities

Priority 3: Resourced and Ready

- Continue to systematize the integration of planning and goal setting, assessment, and linkage to budget throughout all levels of planning, ensuring that all levels of planning support and advance Mission, Core Themes, and the College's Strategic Plan
- Conduct Program Reviews with all programs (Instructional and Service Areas) as scheduled, ensuring outcomes associated with all degree programs are assessed on a regular basis, that the results are reported, and appropriate improvement plans are documented and implemented with support from the Office of Instruction and the Executive Team.
- Develop long-term plan for automation systems (ERP) for SIS, CRM, Finance & related integrations.

Priority 4: First Choice, Best Choice

- Improve student achievement in retention, pace, and graduation. (Also supports #1)
- Ensure systems of employee performance evaluation, professional development, and employee training and support are all operating effectively and contributing to a satisfied and engaged workforce. (Also supports #3)

Priority 5: Sharks Make Their Marks

- Expand programs and pathways which are of interest to students and meet the needs of the region. (Also supports #1,2,4)
- Advance engagement with and support of Lincoln County's key industry sectors. (Also supports #2,3)

Conditions & Trends Impacting Student Success

- System changes for independent accreditation: OCCC's recognition (2020) as an independent regionally accredited college created additional responsibilities for the College, which included a Registrar's Office, Financial Aid Department, and enhancing certain Human Resource functions. Redesign of pre-existing systems throughout the college has also been required.
- Increased staff compensation: Appropriate compensation is important from a pay equity perspective, and essential to the functioning of an independent college. Increases in staffing compensation at a level which considers our rural environment and small college resources while maintaining fairness for employees and remaining competitive in terms of recruitment and retention.
- Facilities: Current buildings are aging and increasingly require maintenance. Meanwhile, the lack of specialized Career Technical Education (CTE) space limited the extent to which needed CTE programming could be delivered. The 2024 Bond measure addressed these facility needs.
- Partnering organizations: the community and students continue to benefit from partnerships OCCC has established with other community organizations who not only work with the College, but also either provide or collaborate on bringing additional fiscal resources to specific programs and endeavors. These include Health Districts, LCSD, NorthWest Oregon Works, Port of Toledo, CTSI, Samaritan Hospitals, Yakona and Oregon Coast Aquarium.



THANK YOU

Any Questions?

???



@occcsharks

OCCC BOND PROGRAM PROJECT MANAGER'S REPORT

July 16, 2025



OREGON COAST
COMMUNITY COLLEGE



**INTEGRITY MANAGEMENT
SOLUTIONS, LLC**

What's Happening!

OCAAT

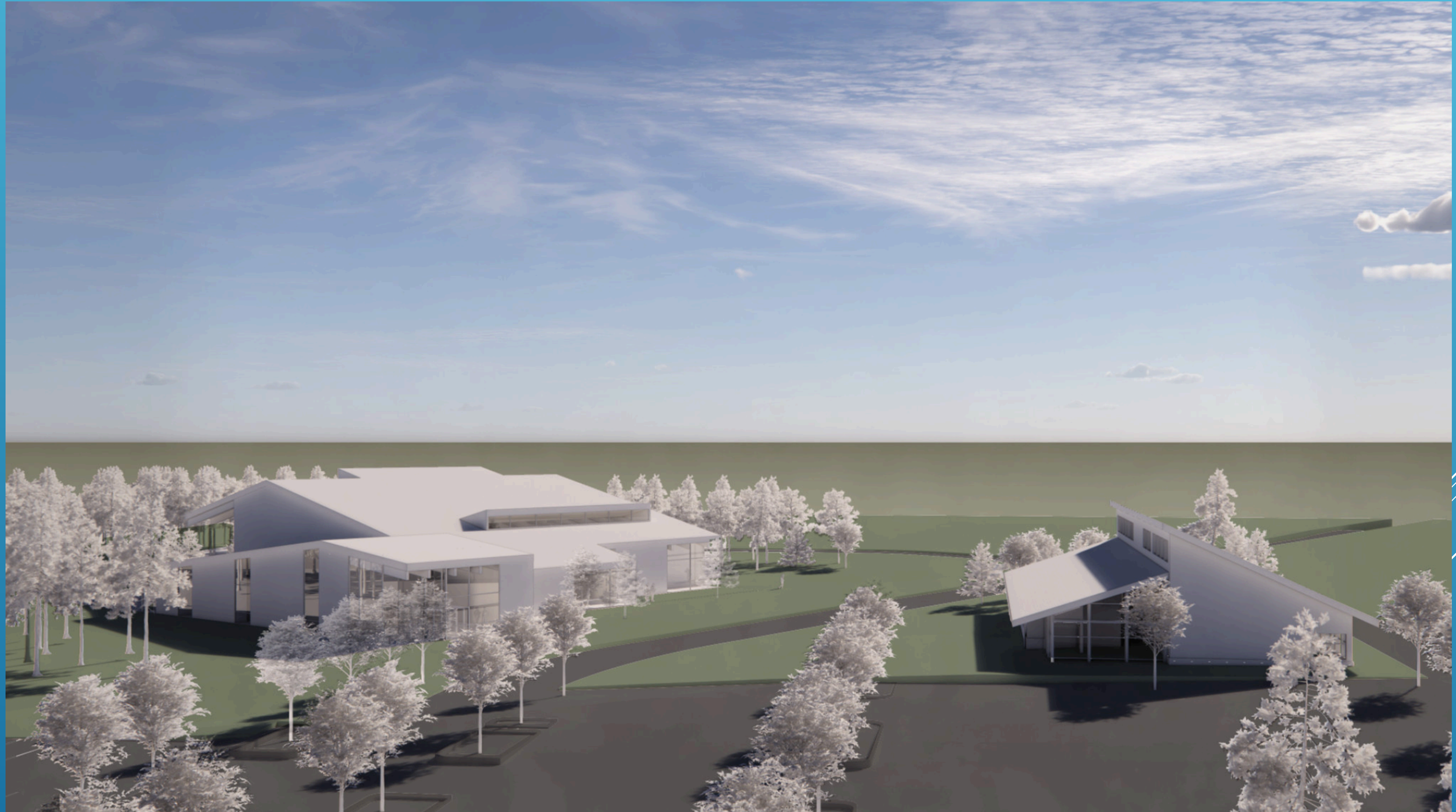
Preliminary cost estimates are complete but came in higher than expected. The design and construction team are developing VE ideas for cost savings.

Priority Renovations

Summer 2025 Fix-It projects have been permitted and construction cost is ready for approval this evening.

HVAC controls, access controls and security system design are complete and out for bid and permit.

OCATT With AQS Looking East



OCATT Schematic Cost Estimate Summary

By: [Name] Format:

Description	TOTAL			RLB TOTAL	VARIANCE
	26,024 GSF			7/7/25	
	Amount	\$/GSF			
02.000 - Demolition	\$ 121,220	\$ 4.66		\$ 204,988	\$ (83,768)
03.000 - Sitework	\$ 2,493,657	\$ 95.82		\$ 2,012,259	\$ 481,398
04.000 - Structure	\$ 3,009,018	\$ 115.62		\$ 3,752,104	\$ (743,086)
05.000 - Exterior Wall	\$ 2,415,684	\$ 92.83		\$ 2,879,398	\$ (463,714)
06.000 - Roofing	\$ 1,061,732	\$ 40.80		\$ 1,290,115	\$ (228,383)
07.000 - Interior Construction	\$ 2,275,637	\$ 87.44		\$ 1,861,228	\$ 414,409
09.000 - HVAC	\$ 2,607,841	\$ 100.21		\$ 2,484,616	\$ 123,225
10.000 - Plumbing	\$ 857,355	\$ 32.94		\$ 666,910	\$ 190,445
11.000 - Fire Sprinklers	\$ 250,805	\$ 9.64		\$ 173,781	\$ 77,024
12.000 - Electrical	\$ 3,194,077	\$ 122.74		\$ 2,009,542	\$ 1,184,535
14.000 - Equipment	\$ 733,865	\$ 28.20		-	\$ 733,865
Direct Cost Subtotal	\$ 19,020,891	\$ 730.90		\$ 17,334,941	\$ 1,685,950
General Conditions	\$ 2,288,282	\$ 87.93	6%	\$ 1,040,096	\$ 2,265,541
General Requirements	\$ 1,017,355	\$ 39.09	0%	-	
Contractor's Contingency [2.5%]	\$ 558,163	\$ 21.45	3%	\$ 551,251	\$ 6,912
Subtotal	\$ 22,884,692	\$ 879.37		\$ 18,926,288	\$ 2,272,453
Subcontractor Bonds [1.223%]	\$ 231,409	\$ 8.89	3%	\$ 567,789	\$ 212,853
PL/PD Insurance [1.1%]	\$ 251,732	\$ 9.67	0%	-	
Builders Risk [0.6%]	\$ 137,308	\$ 5.28	0%	-	
Perf. Bond [0.7%]	\$ 160,193	\$ 6.16	0%	-	
Fee [3.39%]	\$ 802,255	\$ 30.83	3%	\$ 584,822	\$ 217,433
Subtotal	\$ 24,467,588	\$ 940.19		\$ 20,078,899	\$ 2,702,739
Design+Est. Cont. [12%]	\$ 2,936,111	\$ 112.82	15%	\$ 3,011,835	\$ (75,724)
Escalation [5%]	\$ 1,223,379	\$ 47.01	4%	\$ 941,422	\$ 281,957
Preconstruction Fee	\$ 97,000	\$ 3.73	8%	\$ 97,000	-
Green Energy [1.5%]	\$ 430,861	\$ 16.56	1.5%	\$ 347,816	\$ 83,045
Oregon CAT [0.45%]	\$ 131,197	\$ 5.04	0%		\$ 131,197
GRAND TOTAL	\$ 29,286,137	\$ 1,125.35		\$ 24,476,972	\$ 3,123,214

Target
cost set
at \$25M
by
OCCC

2025 Summer Fix-It Cost **Action Item**

Construction cost = \$1,140, 823

Scope:

- Refinish exterior of all campus buildings
- Resolve water intrusion issues at North & Central
- Repair hallway structural issue at North
- Replace damaged entry, stairway and restroom finishes at Central

Deferred scope:

- North roof replacement
- AQS aquatic room floor coating & hardware

Upcoming Schedule Milestones

OCATT

7/28/25 - Design Development phase starts

7/31/25 - Site prep design issued for bid & permit

9/18/25 - Site prep construction starts

Priority Renovations

8/7/25 - Summer 2025 Fix-It construction begin

9/19/25 - Summer 2025 interior work complete

9/5/25 - HVAC, Access Controls & Security package bids due

QUESTIONS?

Nancy Giggy, Owner, Business Manager
nancy@imsoregon.com
541-452-1919

Chris Giggy, Owner, Sr. Project Manager
chris@imsoregon.com
541-760-5885





Board Member: _____

Year: 2025

Affirmation/Reaffirmation of OCCC Board of Education Code of Ethics/Standards of Practice

(Board Policy 2715 –References: NWCCU Standard 2.D.2 ORS 244.010 to ORS 244.400)

The Board of Education maintains high standards of ethical conduct for its members. Members of the Board of Education are responsible to:

- Act only in the best interests of the entire community.
- Ensure public input into board deliberations, adhering to the law and spirit of the open meeting laws and regulations.
- Prevent conflicts of interest and the perception of conflicts of interest.
- Exercise authority only as a Board.
- Use appropriate channels of communication.
- Respect others; acting with civility.
- Be informed about the College, educational issues, and responsibilities of Board membership.
- Devote adequate time to board work, including preparing for Board deliberations by reviewing the agenda and materials prior to meetings.
- Maintain confidentiality of executive sessions.

All Board of Education members are expected to maintain the highest standards of conduct and ethical behavior and to adhere to the Board's Code of Ethics.

Each member of the Board of Education will reaffirm adherence to the Code of Ethics by signing a statement at the annual organizational meeting.

Board Member Signature

Date

July 16, 2025

President's Board of Education Report

Dr. Marshall Mease Roache, President



The following is a summary of the activities I have been involved in on behalf of the college since June 18, 2025. This is not an exhaustive list of my daily work at the college. This list highlights specific activities that align with our college mission, vision, strategies and values.

Internal College Relations

Board of Education meeting in Waldport
OCCC Foundation Board Chair meeting
OCCC Lunch and Learn Teambuilding lunch
SBDC Non-Profit class introduction
Waldport Center visit
Lincoln City Center visit
All-Managers meeting
Newport Chamber of Commerce at OCCC presentation
Lunch & Learn Staff luncheon

External Relations/Partnerships and Collaboration

Community Coordinator meeting
Santiam Hospital President meeting
Community College Baccalaureate Association Board Chair Meeting
Lincoln County Educational Leaders meeting
Georgia Pacific meeting and tour
Newport Chamber of Commerce Awards banquet
KYAQ Radio interview
Newport Chamber Library event
YBEF/EDALC Joint Board Meeting
Newport City Manager meeting
Newport Brewing Grand Re-Opening
Waldport Community event
Yakona Rick Bartow fundraiser
Lincoln County Fair
City of Toledo parade

Professional Development

Yakona Board retreat and work session

OCCA/Legislative Relations/OPC/HECC

OCCA Legislative Call
OCCA Federal Issues Update Call
Attorney General of Oregon Town Hall meeting

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NORTH COUNTY CENTER
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541-994-4166

OCCC WELDING LABORATORY
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Toledo, Oregon 97391
541-867-8501

Academic & Student Affairs Report

Dr. Bruce Clemetsen, Vice President

Summer enrollment is up 50%+ compared to last year. SBDC programming is the primary growth factor.

Dr. Sarah Whiteford, Dean of Academic Pathways and CTE, started her tenure with OCCC this week. Sarah hails recently from OSU and has experience as a faculty member in Criminal Justice. She brings many talents to OCCC, specifically in faculty development and learning assessment.

A number of staff have been updating state grant applications for 25-26 or 25-27 funding cycles. We have been approved for Career Pathways, First Generation Student Success, Wrap Around GED, and Career Connected Learning.

The Registrar, Kira Woosley, successfully led the team for commencement in another successful celebration of student achievement. Dean of Nursing and Allied Health, Crystal Bowman, led the team to coordinate the impactful Nursing Pinning Ceremony. These events bring together many faculty and staff to work together to celebrate our students.

In mid-June our Career Connected Learning Navigator team (Becky York, Genifer Lara, and Devonee Trivett), Craig Watkins-Brant (Apprenticeship Coordinator), Larry Boles (Director of AQS) and fantastic colleagues at LCSD and both charter schools coordinated four, 3-day Career Cruises for in-coming 9th graders thru incoming seniors. The cruises were in Healthcare, Trades, Aquarium/Marine Technology, and Natural Resources. Each career cruise involved learning about our academic programs, completing hands-on projects, visiting various work/business sites, and guest speakers working in various aspects of the field. The 29 students attending their cruise all 3 days received a stipend. Funding came from the LCSD Summer Learning Program and the OCCC Perkins Innovation and Momentum grant. There is interest in continuing to coordinate similar experiences next year.

Wish our welding faculty good luck as they are completing coursework to become CWI certifiers for the American Welding Society. They will take a 3-day exam in early September. If successful, they can offer CWI certification services to area welders and our students. They report that the course is grueling. However, they believe they will be better instructors and can improve the program as a result of this course.

The Chinook Library Network has been transitioning to a new shared platform for patron access to all libraries in the network. The OCCC Library has experienced no issues with the transition. The new interface on the website is much more appealing and user friendly.

Engagement Report

Dave Price, Vice President

Community Education

Yesterday, July 15, was the deadline for Community Education course submissions for the Fall 2025 academic term. New offerings include garlic growing, beekeeping, Italian cooking class, and climate change and its impact on children. Additionally, a multi-part workshop will cover basic

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civics, helping locals navigate state government, local elections, and much more, courtesy of a lineup of powerful presenters including Representative David Gomberg. Discover what it's like to be a police officer in Lincoln City or learn to write a play in Newport. The schedule will be available in Catch the Wave, to be mailed August 22.

SBDC

The Small Business Development Center presented another “Connect 2 Oregon” event this week. These events help connect local small businesses with government agencies and assist them through every step of being prepared and properly registered to secure government contracts. The SBDC has been busy elsewhere this summer, meeting daily with clients but also presenting, just last week, a two-day CCB License program. Nine local businesses will ultimately be launched from this effort, which delivered the Oregon SBDC Network’s unique Contractor’s licensing program, which affords participants the opportunity to study for the exam – and take the exam – over one intensive two-day period.

OCCC Foundation

The OCCC Foundation distributed its quarterly newsletter, “The Rising Tide,” this week. Board members are encouraged to check it out to find features such as a discussion with longtime Foundation board member and OCCC donor, Chris Boyle, and a profile of recent nursing graduate Flor Gaspar. The newsletter also contains details about Dr. Tim Cook’s impressive run to all of Oregon’s community colleges. He’s running to raise awareness of student basic needs, and he’s arriving in Lincoln City on July 24. We’ll be meeting in the parking lot at the North County Center to honor Tim Cook’s effort and accept donations to the OCCC Foundation. Join us at 9 a.m.! Dr. Mease Roache may even run north with Dr. Cook for a distance to escort him out of Lincoln County.

Marketing

OCCC’s Marketing team (Dave and Julia) have been a little depleted since April, when Julia left for a three-month maternity leave. We were thrilled to welcome Luke to the Ryan family. Julia returned this week, and you’ll be seeing her impact immediately in OCCC’s return to TikTok. Also on the agenda for the coming months are meetings with the College’s new website design contractor to plan for redesign of the site, with a focus on delivering superior accessibility to all users.

Administrative Services Report

Robin Gintner, Vice President

Finance

- The Go-Live date for the new finance module (CNF) to replace SharkNet is being reassessed due to delays in the User Acceptance Testing that is required by Microsoft.
- The new Student Accounts Specialist, Isaac Kinion, started on 6/16/2025.
- Audit fieldwork for FY 24-25 is ongoing.
- End-of-year grant spending has come to an end with year-end reports due between July 10 and the end of the month.

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IT

- Users have been asked to update both their network and email level passwords as part of our annual cybersecurity initiatives. BOE members will need to update their Outlook accounts and should reach out to IT for help if needed.

Facilities and Public Safety

- Normal summer projects are getting underway. Cleaning classroom carpets, painting and eventually waxing tile floors in late summer.
- Clearing for more Geotech work at the site for OCATT will begin on July 10th, with the drilling taking place July 30th to August 1st.
- Working with our landscaper to clear and thin out the vegetation around AQS to make it more open on the drive into the Newport property

Media Report

Dr. Marshall Mease Roache, President

[Lacing up for Community Colleges: CCC President to run 1500 miles | Cottage Grove Sentinel](#) June 16, 2025 - Cook is running to shine a light on the very real struggles our students face,” **Oregon Coast Community College** (OCCC) Director of Advancement Jeanette Campagna said.

[College President using running shoes to raise awareness, funds for community | Newport News Times](#)

June 22, 2025 - ... Oregon, connecting all 17 of the state's community colleges, including Oregon Coast Community College in Lincoln City. Cook is an avid marathoner ...

[Want to teach others what you know? OCCC offering you that chance • Lincoln Chronicle](#)

June 29, 2025 - Oregon Coast Community College is seeking proposals for its fall Community Education classes from artists, tinkerers, and everyday experts eager to share what they love.

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