



BOARD OF EDUCATION

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

PRESIDENT

Dr. Marshall Mease Roache

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 2023-25

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

OREGON COAST COMMUNITY COLLEGE

BOARD OF EDUCATION MEETING

Wednesday, July 16, 2024, 6:00pm

South County Center

3210 Crestline Dr., Waldport, OR 97394

Zoom Meeting ID: 996 7250 2876

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

A. Call to Order

B. Introduction

- Board roll call
- President's Welcome
Pursuant to SB-1502, this public meeting of the Oregon Coast Community College Board of Education will be recorded and posted on the college's website within seven (7) days of the meeting.
- 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
- Election of Chair and Vice Chair (ORS 341-283)
- Approval of Business Meeting Minutes from June 18, 2025
- Finalize agenda

C. Communications

- Written
- Public Comment on Agenda & Non-agenda Items (as received)
- Public Comment Closed
- President's Response to Public Comment (if needed)

D. College Reports

- NWCCU Year Six, Standard Two, Policies, Regulations, and Financial Review (PRFR): What to Expect – Birgitte Ryslinge, Accreditation Liaison Officer
- OCATT & Renovations Project Update – Chris and Nancy Giggy, GO-Bond Project Managers (Integrity Management Solutions)
- President's Report – President Marshall Mease Roache
- College Strategic Plan Annual Update on Goals & Student Success – President Roache

E. Information & Discussion Items

- Reading of OCCC Board of Education Code of Ethics/Standards of Practice
- 2025-2026 OCCA and Foundation Representatives

F. Board Reports

- Other Board Reports

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



G. Action Items

- a. Consent Agenda of Annual Approvals 2025-2026, as detailed on page 3 of this agenda.
- b. Affirmation/Reaffirmation of OCCC Board of Education Code of Ethics/Standards of Practice
- 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.
- d. Approve the audit-related plan of action for audit deficiencies

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.

I. 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.

This agenda was amended on July 16, 2025, to reflect changes made during the Board meeting.

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Standing Informational Updates for Board of Education

1. Upcoming Events:

Informational: Events of Board Interest

- On-the-Spot Admissions Events: July 24th, 4-6 pm (Newport), August 4th, 10 am-12 pm (Lincoln City), August 19th, 1-3 pm (Newport), September 3rd, 10am-12pm (Lincoln City)
- College Summer hours end the week of September 1st
- Fall Term Begins: September 22nd

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

There were no contracts or purchases in the period 6/1/25 to 6/30/25 that were subject to the requirements of Board Policy 6330, Purchasing.

3. College Staff Changes (new hires or movement of College employees from 6/1/25 to 6/30/25)

New Employees

Isaac Kinion – Student Account Specialist

Employee Separations

Melissa Batchelor – Director of Title II

Devonee Trivett – CCLS Navigator (Grand Ended)

Genifer Lara – CCLS Navigator (Grant Ended)



Annual Approvals 2025 – 2026

July 16, 2025

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 2025-2026.

- A. Appoint the College President, Marshall Mease Roache, 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, Marshall Mease Roache.
- 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 Agent and PACE 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 Marshall Mease Roache (College President), Robin Gintner (Vice President of Administration), Bruce Clemetsen (Vice President of Academic and Student Affairs), and Dave Price (VP of Engagement) as **authorized signatories** for college funds. In addition, authorize the use of two facsimile signatures (Mease-Roache and Gintner) for college funds.
- G. Appoint Marshall Mease Roache (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 Clear Trail CPAS as the College's **auditors**.
- J. Appoint _____ as the **OCCC Foundation Liaison**.
- K. Appoint _____ as the **OCCA Representative**.
- L. Appoint _____ as the **Bond Liaison**.