OREGON COAST COMMUNITY COLLEGE
BOARD OF EDUCATION MEETING
Wednesday, June 17, 2015
Central County Campus
400 SE College Way, Newport, OR

A. **Call to Order**.   Chris Chandler, Board of Education Chair, called the meeting to order at 6:04 PM.

  a. <u>Roll Call.</u> Board of education members present: Jim Nelson, Alison Nelson-Robertson, Jeff Ouderkirk, Rex Krabbe, Chris Chandler, and Debbie Kilduff. Cliff Ryer was excused. Also present: Dr. Birgitte Ryslinge, President of OCCC, and the OCCC Chief of Finance and Operations Director (COFO).

  b. Introductions from Audience: None

  c. Approval of minutes from Board & Budget meeting – April 15, 2015.
  Jim Nelson made the motion to approve, Debbie Kilduff seconded, unanimous approval from those present.

  d. Finalize Agenda. No changes or additions were made to the agenda.

B. **Budget Hearing**

  a. Call to order: Chair Chris Chandler called the meeting of the budget hearing to order at 6:08PM.

  b. Public Comment on Approved Budget: None

C. **Revisions to Approved Proposed Budget**: Chief Officer of Finance and Operations, President Ryslinge

  a. Discussion: Budget variables are still in play. Projected increases in the CCSF and a base increase will be outweighed by: enrollment declines, 90% reduction in Expanded Options program, and movement of staff from grants that are ending into the General Fund. A solid 14-15 year end fund balance will balance the 15-16 budget and maintain the 15% reserve. The 2015-16 Proposed Budget is built on current FTE with infrastructure and capacity to grow FTE over the next fiscal year(s) as intended with the College Strategic plan.

  b. Action: Confirmed June 29, 2015 for Board Meeting for Budget Adoption

D. **Communications**

  a. Written: None

  b. Public Comment on Agenda Items: None

  c. OCCA Reports, May and June

  - New and returning board members were reminded of the upcoming/July OCCA board retreat; Debbi K., Dr. Ryslinge, & Nancy Osterlund voiced their planned attendance of the event in Silverton.

  - A state audit was performed around the effectiveness of Community

Colleges. Data interpretation was to be addressed with caution; for example, transfer students were not included in the data pooling. More recent data indicates trending that degree completion is increasing, with continued need to address transfer students who may be left out of data.

E. **College Reports**

   a. President's Report: 2014-15 Commencement was a success as was the new Friend of the College Award.

   'Celebrate Us' was discussed, recognizing the financial support of the OCCC Foundation. All members of the Board of Education were acknowledged for their presence at the event in support of the college. The event was highlighted as an important spotlight event on appreciating the faculty and staff of the college.

   The Associates in Business Oregon Transfer Degree will be offered in Fall 2015 in North County.

   A signed memorandum of understanding has been achieved with LCSD to address Dual Credit through OCCC within one subject of learning (Writing). Early College is being developed in response to the loss of support in the OCCC Expanded Options program.

   b. 2014-15 Finance Report: Chief Officer of Finance and Operations: Personnel costs look artificially low due to Barrett employees (fees) currently located in the Materials and Services subcategory. In special revenue fund, fund balance remains strong. Capitol project money is pretty well spent out with leftover monies already allocated to infrastructure networking needs. At this time, there exist no projections for concern.

F. **Information & Discussion Items**

   a. Board Training Proposal: Goal Setting for Elected Boards; Chris Chandler. OCCC will coordinate a training workshop for Boards on goal setting with Presidents, City Mangers, GEOs, etc.   Dave Price will coordinate with the provider.

   The board was reminded by Rex Krabbe that OCCA will be hosted at Salishan this year. The board encouraged one another to attend to represent the full spirit of OCCC.

   b. College Growth: Potential New Programs: President Ryslinge
      1. Analysis and selection process
            The five-year strategic planning of OCCC was revisited by Dr.

Ryslinge. Concerning the growth of FTE, the question stands: Where is growth going to be?" To be responsive to the needs of the community, the Executive Team has developed a process to identify and review what programs will be the best fit for sustained enrollment, meeting community needs, and are financially sustainable for the College.

2. Level 1 analysis
1. *Is there demand/sustainability?*
    a. *Is there data to suggest that at least 15 students per year would enroll over the next 10 years?*
2. *Does the degree lead to livable wage? Or, is it a program on a career ladder?*
3. *Is there a local or regional need for the program where it is not already provided in the area?*
4. *Is a credit program the best solution for the population of Lincoln County.*

Programs that make it through this first analysis will undergo a weighting process looking at cost, space allowance, partners within the community, and benefits to the mission and resources of OCCC. Establishing external 'champions'/supporters within the community would be the extended analysis from which to pool interest and/or need of the program(s).

G. **Action Items**

a. Set date for Board Retreat

The Board of Education Retreat is set for October 24th, beginning at 8:30AM at Dr. Ryslinge's home in the Wilder community. Details to come in future BOE session. Goals of the board retreat will be to set goals for the board, the college & Dr. Ryslinge. There will also be an update on the accreditation process. An invitation will be extended to the Foundation board to interface over a joint board lunch.

H. Announcement of future meetings

The next scheduled meeting of the OCCC Board of Education will be held June June 29, 2015, 6PM, at the Central County Campus, 400 SE College Way, Newport, OR, 97366.

I. **Adjournment**: There being no further business to discuss, Chair Chris Chandler announced the meeting adjourned at 7:53 PM.