

Oregon Coast Community College
Board of Education Meeting
Minutes of Regular Session –Wednesday, February 19, 2014
OCCC –Central County Campus
Newport, OR 97366

REGULAR MEETING – 6:00 PM

A. Call to order & roll call

Chair Chris Chandler called the Regular Session to order at 6:05 p.m.

Board members attending: Chandler, Kilduff, Krabbe, Nelson, Nelson-Robertson, Ouderkirk and Ryer

Board members excused: None

B. External Communications

1. Dr. Christine Chairsell, Portland Community College (PCC) Vice President of Academic and Student Affairs presented her report. PCC will implement a rebate on tuition for students in need. Capital improvement projects are in progress such as the parking garage at PCC Rock Creek. Seven year accreditation review is also in progress. PCC will start writing report in summer. Copies of contracts and MOU's from Clatsop Community College (Clatsop) and Chemeketa Community College will be transferred to PCC. OCCC's accreditation transition from Clatsop to PCC should be completed by June.

C. Communications

1. Written:

- a. Card from Krabbe family acknowledging letters of condolences received from OCCC.
- b. Card from the admissions representative from Eastern Oregon University emphasizing their appreciation of OCCC and its students during Transfer Day.

2. From the Audience:

- a. Linda Mollino, Director of Nursing and Allied Health Programs, introduced two nursing students Joaquin Varo and Toni Ritz who presented their report on Lincoln County public transportation. They participated in a project which involved having pairs of nursing students, each with an assigned illness or disability, use public transportation to get to their assigned appointments. Each pair of students had a different set of illnesses and appointments. They were each given a designated amount of bus tickets and were not allowed to use their own cars. If they missed their bus they would either have to wait for the next one or walk to their appointment. The objective of this assignment was for the students to be more compassionate and understanding about how hard it is for those patients who have to rely on public transportation to make it to their appointments. They found that public transportation in Lincoln County is very inadequate, bus stops are hidden and hard to find and the bus schedule is difficult to interpret. Because of this it took Varo and Ritz half the day to reach all of their appointments. Both Ritz and Varo agreed that this project was very informative and that it should be kept in the program for future students.

D. College Reports

1. Foundation Report:

Megan Miller-Morgan, Foundation Board member, outlined a few items in the Foundation Report:

- 1) The annual Sylvia Beach Dinner to benefit the OCCC literacy program will be held on March 6.
- 2) The Foundation has decided to host a disc golf competition in lieu of the golf tournament that has traditionally been held at Salishan. Foundation is working with the Central Oregon Coast Disc Golf Club to coordinate the event. The event will take place on May 17.
- 3) The Foundation received a \$4,000 scholarship from Juan Young Trust to be distributed as two \$2,000 scholarships during the 2014-2015 academic year.

2. Education Board input for Foundation Board

There was none.

3. Office of Instruction Report:

Jane Hodgkins, Interim Dean of Instruction and Director of Career and Technical Education Programs, presented her report. OCCC courses, certificate and degree programs have been approved by PCC. OCCC will submit additional information on embedded related instruction in the Practical Nursing Certificate for approval by PCC on March 5. Dates for the academic calendar, class schedule and dates for registration still need to be aligned with PCC. OCCC will also have to provide documentation of current instructor qualifications. Current and anticipated faculty openings include a speech instructor, a nutrition instructor, a criminal justice instructor, a general science instructor, a part-time on-call nursing instructor and a second full-time writing instructor. An additional math instructor may be necessary if OCCC transitions away from using Aleks. The Oregon State Board of Nursing will conduct their accreditation visit on March 5, 6 and 7. The Department of Labor visited Clackamas Community College during the week of January 27 to review the progress on the statewide CASE grant. Clackamas requested a no cost extension which would benefit OCCC. If granted the extension would be for six months extending the project through March 31, 2015.

4. Financial Report:

Greg Holmes, Director of Finance and Business Operations, commented on the report he distributed to the Board prior to the meeting. The highlights of the report were:

- 1) All Government Funds: The college is running a surplus of \$1.4m. The college is 72% executed on budgeted revenues and 45% executed on total expenditures.
- 2) General Fund : The general fund has \$1.1 million surplus. The College's general fund is 80.5% executed on total revenues and 52.6% executed on total expenditures.

- 3) Special Revenue: Material and services are 91.3% executed. Several grants are using materials and services more than anticipated.

5. Aquarium Science (AQS) Report: Chris Spaulding, Director of AQS, presented his report. There is a decrease in the amount of students who have left the program. This is in part due to new activities that have been implemented to increase student retention such as new student orientation with new AQS student handbook, Seafans Club, moodle site which is continuously being updated, tutoring services and Student Services interfaces. Currently applications have been received from 13 individuals, 62% of which are from out of state. Goal is to increase the number of students admitted to the program each year to meet the maximum classroom capacity of 24 students. Spaulding would like to receive 30-35 applications per year. To do this a new AQS program webpage has been created, a request to link to this new page has been sent to various accredited zoos and aquariums, mass mailings will be carried out in Spring/Summer to over 200 regional high schools and nationwide colleges and university science departments and career guidance centers. A visit from the National Visiting Committee is scheduled for February 24 through February 26. During their visit the committee will conduct mock interviews for AQS students.

7. Reports and Discussion from the Board:
 - 1) Kilduff reported on the OCCA meeting she attended. Date to gather input about what services OCCA should provide has been extended. Kilduff offered to gather suggestions from the Board. Kilduff suggested that Dr. Nancy Golden, Oregon's Chief Education Officer, be invited to see the three OCCC campuses. Bruce Koike, Interim President, will contact her.

8. President's Report:

Bruce Koike, Interim President, presented his report.

 - 1) OCCC's Honor Roll for Fall 2013 has been announced. 21 students are on the Dean's List and 51 students are on the President's List.
 - 2) Video conference with Senator Arnie Roblan and Representative David Gomberg will happen on February 26.
 - 3) Legislative: Education Bills of interest included:
 - a) Senate Bill (SB)1543 - Would have enabled adjunct faculty that work 30 hours or more to be eligible for health coverage under the Affordable Care Act. There was no Senate vote.
 - b) SB 1524 - Passed Senate and is expected to pass House. This Bill is for a plan of no tuition or fees for Oregon high school graduates with time restrictions.
 - c) SB 1566 - Passed Senate. Bill is for the Workforce Investment Board to be overseen by the Employment Division for greater coordination of education and job training.

- 4) Vision, Mission and Core Theme development. Forums will be held to gather input from staff, faculty, students and the community. Community forums will be held on February 25 at the North OCCC Campus and February 27 at the Central OCCC Campus. Target is to have new vision, mission and core themes ready for April as an information item and then have them approved by the Board in May.
- 5) Council of Curriculum and Instruction has been asked to develop OCCC's values.
- 6) Capital Construction matching fund request for 2015-2017: Input for a potential capital construction project is being gathered from OCCC program directors then faculty and staff then the Board. Deadline for due diligence is in May. OCCC will be the only college to submit a request this year.

E. Information and Discussion Items

1. Update on presidential search and review of presidential contract language by Jon Carnahan, Presidential Search Consultant. Presidential Screening Committee is reading through a pool of 29 applicants. An executive session will be on February 26 to present the screening results and to choose applicants to be interviewed by the Board. a maximum of three applicants will be chosen, if there are five or six applicants 30-40 minute Skype conversations between those applicants and the Board will be conducted before the top two or three applicants are chosen. Two public forums, one for staff, faculty and students and one for the community, will be held for each applicant chosen to be interviewed. Board will hire the new president in public session by the April Board meeting. Previous presidential contract was sent to an OSBA attorney to look over. Jon's suggestion was to take some influence from the analysis but not all. Past contract is standard for a community college president. Contract should be shortened depending on the experience of the incoming president.

F. Approval of the Minutes

Ouderkirk moved to approve the January board meeting minutes. Nelson-Robertson seconded and the minutes were approved. Krabbe and Nelson abstained from voting.

G. Action Item

1. Approval of updated Board of Education policies 204, 206 and 207 as well as deletion of Board of Education Policy 205 Ouderkirk moved, Krabbe seconded and policies as well as deletion were approved.
2. Approval of Resolution 14.02-09: Increase in Special Revenue Fund Appropriation. Ryer moved, Nelson seconded and resolution was approved.

H. Future Agenda Items

1. Audubon Society Project
2. Hiring of OCCC President

I. Announcement of future meetings

The next regularly scheduled meeting of the OCCC Board of Education will be held at the OCCC Central County Campus at 400 SE College Way in Newport on Wednesday, March 19, 2014 at 6:00 PM.

J. Adjournment

The meeting adjourned at 7:35 p.m.