

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

REGULAR MEETING – 6:05 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, Nelson, Nelson-Robertson, Ouderkirk and Ryer

Board members excused: Krabbe

B. Communications

1. Written:

- a. Card from Jeanne St. John expressing gratitude to OCCC for allowing her group to hold their Valentines Party on campus and the hospitality that they were shown.

2. From the Audience:

- a. Linda Mollino, Director of Nursing and Allied Health Programs, spoke of the Oregon State Board of Nursing (OSBN) site survey that had taken place on March 5-7. The program received the maximum approval of eight years with no deficiencies from the OSBN appointed evaluator. OSBN will make the final approval. The evaluator was very impressed with the connection between OCCC Nursing students and the community. It was recommended that the program focus more on sustainability and have less dependence on grants. Nursing students currently pay \$9,000 in fees over two years, Mollino would prefer not to raise tuition or fees for the program as it is already high. Ouderkirk asked if it would be better to have the program with high costs or to not have the program at all. Mollino replied that if we did not have the nursing program the College would have lower attendance as most nursing program applicants have taken their general education courses at OCCC before applying to the program. She would like to look at other ways of funding the program, such as endowments or contacting people who have been positively impacted by the program and see if they would be willing to donate. Contacting Hospitals outside of Lincoln County is also an idea. Nelson asked how much higher is OCCC's nursing program compared to other college's nursing program. Mollino replied that she would be willing to present those numbers to the Board.

C. College Reports

1. Library and Media Services Report.

Bruce Koike, Interim President, highlighted a few points in the written report provided to the Board by Kathy Searles, Director of Library and Media Services. A request was made for more staffing in the Library in order to provide better service to OCCC students, such as classroom instruction and the creation of instructional videos. This request for more staffing would have the Assistant Librarian position be returned to full-time as well as hiring another person to assist with the library's necessary, but routine duties. She noted that recent studies indicate that a

student who uses even one library service have higher GPA's and that OCCC's own data over the past three years supports this.

2. Foundation Report:

Sharon Beardsley, Foundation Board member, outlined a few items in the Foundation Report:

- 1) The 1st annual disc golf tournament will be held on May 17 and will be at the Wilder Disc Golf Course across the street from the OCCC Central Campus. Samaritan Health Services has sponsored for \$5,000.
- 2) The second lecture of the Williams Lecture Series will take place on April 17 at 7pm in the Central Campus Community Room. The guest speaker is Jade Aguilar who will speak about the gender gap.

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. All OCCC career and technical education programs have been approved by Portland Community College (PCC). Next step is for PCC to submit them to the Department of Community Colleges and Workforce Development (CCWD) so that PCC can award the degrees. The college will still use Sharknet for its student data system but will also interface with PCC's Banner system. Staff will receive training on the Banner system after the new contract with PCC has been signed. OCCC is doing well compared to other Oregon community colleges in regard to Perkins Performance. Oregon colleges are doing well with the CASE grant, Clackamas Community College has not heard back from the Department of Labor regarding their request for a no cost extension on the grant.

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) The college is running a surplus of \$1.2million for all budgeted funds.
- 2) General fund is running a surplus of \$809k compared to \$660k last year.
- 3) Special Revenue Fund budget for material and service was adjusted for last months resolution. The budget is 75% executed.
- 4) This fiscal year (2014) the college has begun addressing the high cost per FTE by having a independent review of staffing levels in the administrative departments. As the college is in the budget cycle for 2015 it is important to review how OCCC stacks up with the other Oregon colleges and use that as a benchmark. This report is total expenditures of the college less debt service, capital and financial aid divided by total reimbursable student FTE.

5. Network Administration Report: Don Nielsen, Director of Network Administration, presented his report. Through a grant from the Oregon Health Network all computers on all three OCCC campuses are connected by a fiber network. Currently OCCC has over 200 computers at all three campuses and last summer new computers were installed in the computer lab and the commons. Lectern systems and North County computers were upgraded to Windows 7. Currently Nielsen is working on expanding using frugal but not cheap ideas in order to improve the longevity and reliability of all campus technology.

7. Reports and Discussion from the Board:

- 1) Kilduff reported on the OCCA meeting she attended. Most items that the OCCA recommended to legislators passed. She noted that advocacy with legislature is needed and OCCA needs to communicate more.

8. President's Report:

Bruce Koike, Interim President, presented his report.

- 1) Vision, Mission and Core Theme focus groups have concluded. Refining process began on March 10.
- 2) Student Success meeting was held on March 7. 30 members of OCCC staff and faculty attended and worked to develop strategies, with the college's data and leadership coaches, for persistence, writing acceleration and math. There has been a higher amount of transfers into WR121 due to WR90/115 condensed course.
- 3) HB 4018 was passed to integrate CCWD in to Oregon's Higher Education Coordinating Commission (HECC) by July 1, 2015 as well as appointing a task force to determine an effective integration plan. There is resistance to split workforce development from CCWD.
- 4) College is looking at applying for a matching fund request for a capital construction project. Currently gathering input from directors then staff and faculty and Board.

D. Information and Discussion Items

1. Presentation of proposed resolution for transfer of funds. Holmes presented a resolution to the Board for the approval of a transfer from the general fund to the strategic initiative fund of \$26,010. College will bring the finalized resolution to the April board meeting for the Board to vote on.
2. Updated education Board Policy 211 Tobacco Free Campus. Updated policy includes the ban of e-cigarettes due to the distractions they cause as well as a potential health issue. Mollino offered to talk to Samaritan about this. There was also a suggestion to look at other college policies to see how they word the banning of tobacco and e-cigarette use on campus. Policy will be voted on in April.
3. Potential capital construction requests. Four projects are currently being considered: a two story classroom wing, expansion of library and extra

classrooms, expansion from art room into art wing or an auditorium that is large enough to hold the College's graduation ceremony in. Larger classrooms are needed. All projects, except for the auditorium, will help to increase FTE. Before decision is made to apply College needs to look at what revenue can be gained in Lincoln County for this project in four years. Russ Engle, Director on Facilities and Maintenance, recommended that the land around the campus be surveyed to see if it is ecologically sound and safe to build on.

E. Approval of the Minutes

Ouderkirk moved to approve the February board meeting minutes. Ryer seconded and the minutes were approved.

F. Action Item

1. Approval of updated Board of Education policies 209 and 210 Ouderkirk moved, Kilduff seconded and policy 209 was approved. Policy 210 will be tabled until next meeting.

G. Future Agenda Items

1. Audubon Society Project
2. Hiring of OCCC President

H. 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, April 16, 2014 at 6:00 PM.

I. Adjournment

The meeting adjourned at 7:37 p.m.