

Oregon Coast Community College
Board of Education Meeting
Minutes of Regular Session –Wednesday, May 21, 2014
OCCC –Central County Campus
Newport, OR 97366

REGULAR MEETING – 6:30 PM

A. Call to order & roll call

Chair Chris Chandler called the Regular Session to order at 6:30 p.m.

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

Board members excused: None

B. Communications

1. Written:

- a. Letter from the Government Finance Officers Association awarding OCCC the Distinguished Budget Presentation Award.

2. From the Audience:

- a. Mark Miranda, Chief of the Newport City Police Department and Sandra Roumagoux, Mayor of Newport reported on the Job Seekers program that was held by the Newport Rotary Club. The program consisted of four sessions that helped students become ready for the job market. The last of these sessions was a mock interview where the student received their critique immediately after the interview was finished. One student who finished the program has received a job with the National Oceanic and Atmospheric Administration (NOAA). The Newport Rotary Club donated \$600 to the OCCC Foundation for the Library to purchase books for the Job Seekers program.
- b. Miranda presented an update on Newport Police Department activities. Department has focused on "Click-it-or-Ticket." Koike offered use of the OCCC central campus for the police department's active shooter training. Miranda voiced his concern that there is currently only one way in and out of the central campus. In the event of a major on-campus disturbance, officers would have a difficult time arriving at the central campus without alerting the suspect.

C. College Reports

1. Foundation Report:

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

- 1) The Foundation was able to subsidize a trip for Aquarium Science student Angel Demers so that she could attend the Regional Aquatics Workshop (RAW) in Wilmington, North Carolina.
- 2) Almost \$10,000 was raised through the Shark Bite Disc Golf Tournament that was held on May 17.
- 3) The latest lecture in the Williams Lecture Series, "Mind the Gaps: How Gender Changes our Lives," went very well. 64 people attended and

the lecture was so well received that attendees didn't want to leave and stayed to continue to discuss the topic.

- 4) Planning is underway for the 14th Annual Oyster Cloyster which will take place on November 1, 2014.
- 5) In addition to the disc golf funds raised at the tournament, the Foundation has received \$7,400 in scholarship funds over the last month as well as \$440 for the Pathway to Knowledge campaign.

2. Education Board input for Foundation Board

There was none.

3. Office of Instruction Report:

Jane Hodgkins, Interim Chief Academic Affairs Officer and Director of Career and Technical Education Programs, presented her report. Enrollment is down a little compared to last Spring. At the Career Pathways quarterly meeting time was spent planning for the Trade Adjustment Assistance Community College and Career Training (TAACCT) grant proposal. Mount Hood Community College (MHCC) is the lead college for the grant proposal and will be administering the funds from the grant if the grant is approved. There is two areas of focus in this grant: healthcare and advanced manufacturing. OCCC has chosen to focus on the healthcare portion of the grant and will be developing a Basic Health Care Certificate that will build on the work done with the CASE grant. If it is approved the grant would provide OCCC with up to \$378,686 per year for four years. The Oregon State Board of Nursing (OSBN) has approved the OCCC Associate Degree in Nursing for up to eight years. On May 15, 2014 Debbie Buck from the OSBN visited to review the OCCC Nursing Assistant programs, the visit went well and the report will be sent to OCCC within the next month.

4. Financial Report:

Cherie Chevalier, Interim Chief Financial and Business Affairs Officer, commented on the report she distributed to the Board prior to the meeting. The highlights of the report were:

- A. Over all the funds, the college is running a surplus of \$1.4 million. The college has collected 91% of the budgeted revenues, and expended 62% of the budgeted expenditures.
- B. The final FY 14 tuition revenues were collected in March. April tuition dollars reflect dropped classes and refunds that have occurred after the start of spring term. The April board meeting approved transfer of funds to the Strategic Fund is reflected under Other Finance Sources. The personnel services budget is at 78% of budget and historically should be around 96% of budget at year end. The General Fund budget is on track to end close to budget.

Chevalier will be reviewing this budget in detail to make year-end changes as needed to ensure this fund stays within the legal appropriation. This may require a supplemental budget adjustment at the June Board meeting.

5. Reports and Discussion from the Board:

- 1) Krabbe presented the Lincoln County Foundation scholarship recipient list for 2014. The number of applicants was down this year, he noted that the high cost of college education is likely one of the causes.

6. President's Report:

Bruce Koike, Interim President, presented his report.

- 1) Vision, Mission and Core Theme focus groups have concluded. Values need to be reviewed and adopted by the Council for Curriculum and Instruction.
- 2) The Taft/Bay Area Merchants Association recognized OCCC North for their community service.
- 3) Statewide STEM meetings will be held soon. Coastal areas will meet to determining priorities, commonalities, resources and key personnel.
- 4) Sonidos de Mexico Antigua performed in the OCCC Central commons during the Cinco de Mayo celebration. Concert was well attended by the public as well as staff, faculty and students.
- 5) Daniel Walker and Jessica Stokes have been selected to represent OCCC for the All Oregon Academic Team.

D. Information and Discussion Items

1. There were none.

E. Approval of the Minutes

Ouderkirk moved to approve the April board meeting minutes. Ryer seconded and the minutes were approved. Nelson abstained from voting.

F. Action Item

1. Approval of Resolution 14-05.10: Resolution for \$150,000 Inter-fund Loan.
Ouderkirk moved, Nelson-Robertson seconded and motion passed.
2. Resolution 14.05-11: Approval of the OCCC Vision, Mission and Core Themes was tabled to be voted on at the next meeting.
3. Approval of Board of Education Policy 210: Board Meetings and Agenda.
Ouderkirk moved, Nelson-Robertson seconded and motion passed.

G. Future Agenda Items

1. Audubon Society Project
2. Approval of the Vision and Mission Statements.

H. Announcement of future meetings

The next regularly scheduled meeting of the OCCC Board of Education will be held at the OCCC North County Campus at 3788 SE High School Dr. in Lincoln City on Wednesday, June 18, 2014 at 6:00 PM.

I. Adjournment

The meeting adjourned at 7:35 p.m.

EXECUTIVE SESSION – Immediately following the Regular Session

Chair Chris Chandler called the executive session to order at 7:40p.m.

An Executive Session may be called under ORS 192.660 (2): (a) to consider the employment of a public officer, employee, staff member or individual agent; and (7) for the purpose of considering the employment of a Chief Executive Officer (President).

The executive session adjourned at 7:50 p.m.

REGULAR SESSION – Immediately following the Executive Session

J. Action Item

1. Ouderkirk moved, Krabbe seconded and motion passed to authorize the payment of \$500 per day to Dr. Birgitte Ryslinge which is not to exceed six days retroactive to May 1 as well as employing Koike for one more month.

K. Adjournment

The meeting adjourned at 8:00 p.m.