

Oregon Coast Community College
Board of Education Meeting
Minutes of Regular Session –Wednesday, November 19, 2014
OCCC –North County Center
Lincoln City, OR 97367

REGULAR SESSION – 6:00pm

A. Call to order & roll call

1. Chair Chris Chandler called the Regular Session to order at 6:01 p.m.
Board members attending: Chandler, Kilduff, Krabbe, Nelson, Nelson-Robertson, Ouderkirk and Ryer
Board members excused: None
2. **Approval of the Minutes:** Ouderkirk moved to approve the October Board meeting minutes. Nelson-Robertson seconded and the minutes were approved. Chandler abstained from voting.
3. **Approval of the Agenda:** Ouderkirk moved to approve the November agenda with the addition of the Financial Report and the elimination of the presentation on the potential Newport Urban Renewal District which will be presented during December's board meeting. Kilduff seconded and the agenda was approved.

B. Communications

1. Written:
 - a. Oregon Community College Association (OCCA) awards. Chandler, Krabbe and Ouderkirk each received an award from OCCA recognizing their years of service on the OCCC Board of Education.
2. From the Audience:
 - a. There was none.

C. College Reports

1. President's Report:

Dr. Birgitte Ryslingle, OCCC President, presented her report.

 - 1) Oyster Cloyster was a great success. Gross income was approximately \$45,000 to be split evenly between the OCCC Foundation and the Oregon Coast Aquarium. There were over 400 attendees that included a number of guests from outside Lincoln County. 42 of the attendees were OCCC staff or faculty members.
 - 2) The OCCC Student Nurse Organization (SNO) along with the OCCC Associated Student Government (ASG) put on a hygiene drive to collect hygiene products as well as sock, hats, gloves and diapers for the homeless youth of Lincoln County and their families. Approximately 1600lbs of items were collected and will be delivered to the Homeless Education & Literacy Project through the Lincoln County School District for distribution through the federally qualified health clinics in the high schools.
 - 3) National Council Licensure Examination (NCLEX) exam: Results for the OCCC nursing class of 2014 is a 94% pass rate with 17 out of 18 eligible

candidates testing. OCCC's Nursing Program ranking for 2014 based on these results places the program at 9 out of 26.

- 4) Strategic Planning Process: With the college mission, vision, values and core themes in place, the next step in planning is the formulation of a five-year college strategic plan (CSP) to identify objectives for the core theme areas and the college overall. A draft CSP is targeted for distribution to the college community in January with opportunities to provide further suggestions. Ideally, the Board will consider the final strategic plan for adoption during the early months of 2015.
- 5) Fall Enrollments: Saw significant drop in enrollment for fall term. The greatest drops are in Career and Technical Education, post-secondary remedial courses and the Small Business Development Center. College is taking short term action by changing offerings to be more attractive to key groups as well as increasing promotion and marketing efforts.
- 6) State Budget Picture: The Higher Education Coordinating Commission (HECC) proposed appropriation of \$519 million for the community college support fund, which falls short of the reinvestment necessary to expand classes and modernize job-training capacity at Oregon's community colleges. The revenue forecast on November 13 shows that it is increasingly likely that the kicker will "kick" which will impact available funding.

2. Financial Report:

The OCCC Interim Chief of Finance and Operations, presented her report. The highlights of the report were:

- 1) The auditors have completed their review of fiscal year 2013/2014 so the beginning fund balances used on the October reports are their audited amounts.
- 2) The Enterprise Fund Balance had a minor adjustment made to it because of a revenue timing issue between years.
- 3) Tuition and fees revenue in the General Fund is down as expected because of the drop in enrollment.

3. College Marketing:

Bryn Huntpalmer, OCCC Director of Development and Dave Price, Director of the Small Business Development Center (SBDC) presented their report. College logo has been given an update, but is still recognizable. Working on developing a student and customer driven marketing plan. The Catch the Wave publication has been updated and will feature stories from faculty and students.

4. Student Spotlight:

Price presented his report to the board. Ron Spisso, SBDC counselor and instructor will be retiring to half time, Misty Lambracht will replace him. Lincoln City Urban Renewal agreed to provide the SBDC with another round of scholarships. The SBDC at the OCCC North Center handled promotion and management of OCCC community education courses for the first time for Fall term 2014. 18 classes were offered this term and 16 were held. Received \$3,665 in revenue from Community Education courses, \$1,135 of that was from the Seatauqua series alone.

D. Information and Discussion Items

1. Board Policy Review: Policy packet was reviewed.

E. Action Item

1. Approval of updated Board of Education policies 820, 600, 610, 615, 640, 655, 660, new policy 620 and the deletion of Board of Education Policy 830. Ouderkirk moved, Kilduff seconded and motion passed.

F. 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, December 17, 2014 at 6:00 PM.

G. Adjournment

The meeting adjourned at 7:12 p.m.

Future Agenda Items

1. Systematic Board Policy Reviews and Revisions