

OREGON COAST COMMUNITY COLLEGE
MINUTES OF JOINT MEETING
BOARD OF EDUCATION AND BUDGET COMMITTEE
Wednesday, April 15, 2015
North County Center
3788 SE High School Drive, Lincoln City, OR

BUDGET COMMITTEE MEETING

1. Call to Order. John Hurley, Budget Committee Chair, called the meeting to order at 6:08 PM.

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

Budget committee members present: John Hurley, John Crawford, Hal Pritchett, and Herman Welch, Sandra Roumagoux, Karen Murphy and David Bigelow.

3. Approval of 3/18/2015 Budget Committee Minutes. Upon motion by Chris Chandler and second by Alison Nelson-Robertson the budget minutes were approved.

4. Review Budget Process, Timeline & Roles. A brief review on the budget process was presented by the President of OCCC highlighting compliance to the Oregon Revised Statutes 294.305 through 294.565 in the creation of the preliminary budget. Public hearing affords the initial venue for presentation of the budget at which point it is the role of the budget committee to approve the preliminary budget through public opinion and collaborative decision-making. The College Board provides a secondary role to ultimately approve the final budget, also based on public presentation and collaborative feedback. Adoption of the final budget is made by the Board of Education before June 30, 2015 according to Oregon law.

5. Presentation of the Preliminary Budget. The presentation of the preliminary budget was given by the President of OCCC.

The College Strategic Goals were presented along with the budget to provide a context of upcoming expenditures and financial allocations:

College Strategic Goals (Five-Year Plan)

1: Oregon Coast Diploma

2: 1,000 FTE by 2020

3: A great place to work. Goals to increase income compensation.

4: Comprehensive and strategic fiscal planning.

5: Bolster flexibility within OCCC to more appropriately allocate financial foundation.

Enrollment declines

Enrollment projections are taken into consideration in the creation of a new budget. Upward indicators suggest a stabilized trending of enrollment; whereas in prior years enrollment has experienced decline and incline.

Achievement compacts were discussed; primarily that it is the imperative of college boards to accept responsibility for setting goals to the success and expansion of the college.

Balancing the Budget

For next year, a gap exists between expenses and revenue. Cost escalations and enrollment decline are being addressed through strategic initiatives. The financial sum of that 'gap' is unclear due to the variations that exist; being vigilant to develop a sustainable way of addressing this discrepancy is a goal within the five year planning infrastructure of the budget process. Building above the 15% reserve, the goal of the preliminary budget, embedded within the five year plan, is to increase the reserve. Increasing FTE to 1,000 over the next five years would also help to alleviate budget fissures such as described.

The majority of financial activity is trending around the General Fund. Financial grant money has been utilized within the past fiscal year to put toward savings to mitigate closing the gap of this upcoming fiscal year.

Salary and benefits within OCCC have experienced change due to the cessation of various grant monies, thereby cost increase for the college where external finances provided coverage historically.

Fund balance projections are being anticipated at 23% by the end of next year.

6. Public Comment. John Hurley welcomed public comment. No comments were presented.

7. Discussion. A brief report on enrollment, Expanded Options, and College Connection programs was presented by OCCC President, Birgitte Ryslinge.

8. Approval of Proposed Budget or Announce Next Meeting:

1. Motion to accept preliminary budget was made by Jeff Ouderkirk so long as adjustments to budget do not exceed 10% and downward adjustments do not exceed 15% due to incremental fluctuation. Second made by Rex Krabbe. Approval of the preliminary budget was unanimously agreed upon for the 2015/2016 fiscal year.
2. With the Approval of the proposed 15-16 Budget, the Budget Committee is disbanded. The Budget now moves to the Board of Education for subsequent hearing, consideration and final adoption prior to June 30, 2015.

Adjournment. There being no further questions, the meeting of the Budget Committee was adjourned at 7:40 PM.

BOARD OF EDUCATION REGULAR MEETING

- A. Call to Order. Chris Chandler, Chair for OCCC Board of Education, called the meeting to order at 7:42PM.
1. Board Roll Call. Present: Jim Nelson (Zone 1), Alison Nelson-Robertson (Zone 2), Jeff Ouderkirk (Zone 3), Rex Krabbe (Zone 4), Chris Chandler, Chair (Zone 5), Cliff Ryer, Vice Chair (Zone 6), and Debbie Kilduff (Zone 7). Also present was President of OCCC, Dr. Birgitte Ryslinge, the recording secretary for the Board, and the OCCC Chief of Finance and Operations (COFO).
 2. Introductions from Audience. Nancy Osterlund, Ralph Grutzmacher and college staff introduced themselves.
 3. Approval of Minutes. Minutes of the Board meeting held on March 18, 2015, were approved unanimously. Motion by Chris Chandler and second by Alison Nelson-Robertson.
 4. Finalize Agenda. No changes to agenda
- B. Communications
1. Written. None
 2. Public Comment on Agenda Items. None

3. OCCA Report for April was distributed as handout

C. College Reports

1. President's Report. See written report

2. Finance Report. The OCCC Chief of Finance and Operations reviewed the March financial report which had been previously distributed to the Board. No questions were presented.

D. Information & Discussion Items.

1. Student Success Spotlight: High School Connections. President Ryslingle gave a summary of the current data on High School Connections and other various academic programs through OCCC and external academic partners.

2. Joint Board Meeting with LCSD. LCSD has informed OCCC that they do not intend to invite/include their Budget Committee at the upcoming Joint Boards meeting with LCSD on April 28th. The OCCC Board and Budget Committee discussed, and agreed that as a courtesy, and so as not to overwhelm with 14 OCCC participants “at the table” the OCCC Budget Committee will not formally participate in the Joint Boards meeting, but all members are encouraged to attend in the audience and make public comment if they are inclined.

3. Accreditation Visit 4/24. Ms. Connie Capurro, Chair of PCC’s site-evaluation team, will visit OCCC for two days, April 23-24th. The OCCC Self-Evaluation document has been delivered to Ms. Capurro and the 7 other members of the site-evaluation team. Board members are asked to participate in the Welcome Breakfast and subsequent meeting with Ms. Capurro on 4/24. College staff are prepared and looking forward to the visit.

4. Ways and Means Roadshow 4/14/15. OCCC staff, students, faculty, administration and many community supporters attended the Ways and Means Hearing last night in Lincoln City. We were the largest and most coordinated group in the room and we had organized and consistent testimony thanking the legislators for their on-going support of community colleges and requesting that the Community College Support Fund be funded at \$550 million.

E. Action Items.

1. Approve Updated Board policies 625, 630, 650, 745, 754. Upon motion by Jeff Ouderkirk and second by Rex Krabbe, the Board voted unanimously to adopt the updated Board policies 625, 630, 650, 745, and 754.

2. Eliminate Board Policies 635. Upon motion by Jeff Ouderkirk and second by Rex Krabbe, the Board voted unanimously to eliminate Board policies 635.

F. Future Meeting. The next scheduled meeting of the Board of Education is May 20th at 6PM at the Newport Central Campus, Community Room 400 SE College Way Newport, OR 97366.

G. Adjournment. 8:55 PM

EXEEXECUTIVE SESSION IN ACCORDANCE WITH ORS 192.660

Minutes Approved by:

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OCCC President