

OREGON COAST COMMUNITY COLLEGE
BOARD OF EDUCATION MEETING
Wednesday, September 16, 2015
6:00 PM
OCCC Central County Campus
400 SE College Way
Newport, OR 97366

A. Call to order, Cliff Ryer, Vice-Chair, called meeting to order at 6:01 PM

- a. Board roll call:
Board of Education members present: Cliff Ryer, Nancy Osterlund, Debbie Kilduff, and Jeff Ouderkirk. Members excused: Chris Chandler and Alison Nelson-Robertson; Zone 1 is vacant. Also present: Dr. Birgitte Ryslinge, President of OCCC and the OCCC Chief of Finance and Operations Director (COFO).
- b. Introductions from audience:
None
- c. Approval of minutes Board meeting August 19, 2015:
Dr. Ryslinge noted a required addition of (2) (e) Real Property Transaction to be noted as discussed in Executive Session. With inclusion of this notation, Jeff Ouderkirk made motion to approve, Nancy Osterlund seconded; unanimous approval from all present.
- d. Finalize agenda:
Dr. Ryslinge stated that (2) of the items on current agenda would require additional action due to updates since the completion of agenda:
 - D.a. Zone 1 vacancy process: In review of Oregon statute, Board is required to make a motion and vote to have vacancy filled.
 - D.b. Adjacent parking permitting request status: Updated information has been received. Board advised once information is revealed, they may choose to adapt agenda at that point.With these items noted, Cliff Ryer accepted agenda as finalized.

B. Communications

- a. Written
 1. AALSO, Aquatic Animal Life Support Operators. Letter of participation acknowledgment and thank you for support to organization. Chris Spaulding presented at the annual conference in Kentucky and was joined by a select group of our students.
 2. Greater Newport Chamber of Commerce. A thank you for continued support and acknowledgement of member in good standing.
 3. Workshop: Goal Setting for Elected Officials with CEOs. Chris Chandler advised that workshop will take place on October 6, 2015 from 6-9 PM at OCCC.
- b. Public comment on agenda items: None
- c. Recognition of Jim Nelson, retiring Zone 1 Board Representative: Jim was not able to attend meeting; however a certificate of appreciation and parting gift was available. At Board's request, items will be mailed.

C. College Reports

- a. President's Report
Accreditation: Dr. Ryslinge reports that we will be filing our report on October 15, 2015, as planned. An excerpt from a letter to PCC, Portland Community College from NWCCU Commission acknowledged that "... while the College's (PCC) capacity enables it to provide adequate resources..., it is in the best interests of both institutions for OCCC to continue with its plans to submit an Application for Consideration for Candidacy in fall 2015 in pursuit of

independent accreditation.” Conclusion of application submission will be on January 6, 2016 at the Commission hearing in Bellevue Washington.

Enrollment: Our ‘safe zone’ number is considered above 500 FTE. Last years’ enrollment saw a 16% reduction, across the State. This decrease left us at approx. 468 FTE. Additionally, the Expanded Options program, being cut by almost 90%, left us with an additional reduction. OCCC has been working hard to offset these imbalances with innovative programs and marketing. We are pleased to report that we are up 10% with the Fall term. We are continuing to move forward with a goal to return to 500 FTE. Chart provided in handout noted an FTE comparison from last year by course type.

Foundation: Update to nursing scholarship of \$28,700 that were awarded in September. Our Scholarship & Donor Appreciation Reception will be held on October 1, 2015. Oyster Cloyster will be coming on November 7, 2015. Board members were invited and encouraged to participate in both events, if possible.

OCCC Media Report: Media report notes OCCC quite frequently in the last couple of months. Attributive to the many programs that we are offering, such as, Early College, Senior Tuition Waivers, Free Placement Testing, etc. We also received acknowledgements being voted #12 as a top college by the sea and offering a top nursing program in Oregon.

- b. Finance Report: Finance reports will resume after completion of audit.

D. Information & Discussion Items

- a. Zone 1 vacancy process

Dr. Ryslinge provided a clarification from Oregon School Board Association: Filling Board Vacancy. Document states: “... if your district’s board seats are filled by zones, the vacancy needs to be declared by the board by a vote, and then the opening posted for 20 days.”

Multiple options were noted as common methods used by Oregon districts to fill vacancies and OCCC will move forward based on Board requested process. Cliff Ryer asked for motion to declare board vacancy in Zone 1 and appointed President and staff to move forward with posting for vacancy. Debbie Kilduff made motion to declare board vacancy in Zone 1 and move forward to fill, Jeff Ouderkirk seconded; unanimous approval by all present.

- b. Adjacent parking permitting request status:

Dr. Ryslinge received additional information after completion and disbursement of agenda. Information was inclusive of a legal document with request for revised easement. Dr. Ryslinge and Board attorney, Pete Gintner, had completed an initial review and had concerns regarding content. Due to documents concerning College real estate and opinion of Pete Gintner to be offered to board, Cliff Ryer, Vice-Chair, called for immediate Executive Session in accordance with ORS 192.660 (2) (e) Real Estate Property Transaction. Confirmation by Dr. Ryslinge in association the Karen Smith, Counsel to OCCA, that due to urgency for response, Board was within rights to call for immediate session. Cliff Ryer called for Executive Session, reading into the record:

The Oregon Coast Community College Board of Education will now meet in executive session). The executive session is held pursuant to ORS 192.660 1.e which allows the Board to meet in executive session to consider Real Property Transactions. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back in the room.

Adjourned to Executive Session at 6:29 PM.

OCCC Board meetings are held in accordance with open meeting laws and with accessibility requirements. If a person with a disability needs assistance to participate in a meeting, please notify the President’s Office at (541) 867-8532 at least 48 hours in advance. A sign-up sheet for those who wish to offer comments or testimony on any item will be available at the entrance.

Cliff Ryer called regular session back to order at 6:44 PM

- c. Addition to agenda by Cliff Ryer: Resolution 16-09.5: Authorization for President and/or College Attorney to share initial concerns with representative of the City and/or South Beach Church in relation to their proposed Operating Agreement to Implement Grant of Easement. Motion was made by Jeff Ouderkirk to approve resolution, seconded by Debbie Kilduff; unanimous approval by all present.
- d. Newport Urban Renewal District, consider written comments for 9/21/2015 City Council Hearing: Dr. Ryslinge provided an update and recommended no written comments to be submitted. She stated she has been involved in advisory group; Chris Chandler has also been part of the group in her role with PUD. The Urban Renewal District committee members have met with groups and provided information on the project and associated costs and impacts on tax revenue recipients. Overall, the impact for College is that we will not lose revenue but will forego additional revenue when Urban Renewal District is in place. Due to the overall positive impact that Urban Renewal Districts have on a community, Dr. Ryslinge feels that the benefit to our vision of growth in the College and its programs will be benefited by the outcome of the Districts progression with the proposed projects. It was noted that while we do not have a vote in their decision, we have the opportunity to provide written comment. Information was noted as received with no comment to content.

E. Action Items:

- a. Approval of Resolution: 16-09.01: Ratification of OCCC/OCUE, Local 6020 Collective Bargaining Agreement (Classified Employees) 2015-2016
- b. Approval of Resolution: 16-09.02: Adopt OCCC Revised Management and Confidential Pay Schedule
- c. Approval of Resolution: 16-09.03: Adopt PCC Title IX Policy, Gender-Based and Sexual Misconduct
- d. Approval of Resolution: 16-09.04: Direct Administrative fix of Board Policies to replace State Board of Education references with Higher Education Coordinating Commission

Cliff Ryer requested motion be made to accept all (4) four resolutions in combined approval. Motion made by Jeff Ouderkirk, seconded by Debbie Kilduff; unanimous approval by all present.

F. Announcement of future meetings

- It was announced that the next regularly scheduled meeting of the OCCC Board of Education would be held October 21, 6:00 PM at the OCCC Central County Campus, 400 SE College Way, Newport, OR 97366. (Note, due to two other October Board events (Planning Session, and Workshop on Goal Setting for CEOs) this Board meeting was later cancelled by the Board Chair in consultation with the President)
- The annual Planning Session of the OCCC Board of Education will be held October 24, 8:30 to 2:00 PM at 4306 SE Ellis Street (Ryslinge Residence), Newport, OR 97366.

G. Adjournment:

Meeting was adjourned at 7:06 PM

Approved by:

Birgitte Ryslinge, PhD
President OCCC