

OREGON COAST COMMUNITY COLLEGE
BOARD OF EDUCATION MEETING
Meeting Minutes
Wednesday, December 9, 2015
6:00 PM
OCCC Central County Campus
400 SE College Way, Newport, OR97366

A. Call to order, Chris Chandler called the meeting to order at 6:02PM

- a. Board roll call
Board of Education members present: Chris Chandler, Cliff Ryer, Debbie Kilduff. Nancy Osterlund and Alison Nelson-Robertson were present via phone conference, Jeff Ouderkirk was excused.
- b. Introductions from audience
None
- c. Approval of minutes from Board meeting on November 18, 2015
Debbie Kilduff made motion to approve minutes, Cliff Ryer seconded, unanimous approval from all others present and via phone.
- d. Finalize agenda
Dr. Ryslinge noted that item C.c. would be delayed to January meeting due to road closures.

B. Communications

- a. Written
Dr. Ryslinge provided a copy of a letter from NWCCU president, Dr. Sandra Elman, acknowledging our application for accreditation and advising of our participation at the January 8, 2016 meeting when the Commission will deliver our evaluative review. Cindy Carlson will be joining Dr. Ryslinge at this event.
- b. Public comment on agenda items
None

C. College Reports

- a. President's Report
Name The Shark - Dr. Ryslinge provided a video of the new OCCC shark mascot and highlights of the Name the Shark Contest that is currently being advertised on our webpage, Facebook, Twitter and other social media networks.
Accreditation – As noted above in 'Written Communications', Dr. Ryslinge and Cindy Carlson will be attending the Commission meeting in Washington on January 8, 2016.
Catch the Wave – The 2016 Winter term lineup has been published and should be delivered soon. There are currently 50 non-credit courses being offered between SBDC offerings and community education courses.
Fall Enrollment – Fall enrollment data has been verified and OCCC was the number one community college in the State in terms of growth in headcount and FTE.
College Closure for the Holidays – The College will be closed from December 24, 2015 to January 3, 2016. As part of the bargaining agreement, Classified Staff was awarded December 28th – 30th off as paid holidays. All buildings will be closed during this time. Management has the option of working remotely or utilizing vacation time.
Staffing Updates –
Ron Spisso has decided to fully retire. He has been with OCCC for 22 years and has played an integral part in the development of the SBDC's Small Business Management program.

Interviews are currently scheduled for the Director of Advancement position, aka Foundation Director. There was a strong pool of candidates and forums are planned with the finalist from the initial interviews.

Dean of Instruction forums were conducted in December to allow staff input on key characteristic for the final incumbent. The position will be posted in the Chronicle of Higher Education and be shared through networking. It is our intent to have the position filled by July 2016.

b. CoFO Finance Report

The CoFO provided an overview noting an increase in receipts from property taxes for the year. Donations from SPCH Health District and PCH District have been received; however, are not yet showing on financials. Store sales are down due partly to reduction in book sales. It was surmised that students are taking advantage of utilizing less expensive means for purchases.

c. Marketing, Community Ed, North County Update: Dave Price
Delayed to next meeting.

d. Learning Management and Website Platform Changes

Dr. Ryslinge gave an explanation of our current and future platform uses.

LMS-Learning Management Systems is a software application for the administration, documentation, tracking, report and delivery of online courses and electronic information. Website administration also requires software for development. Currently we use an open source software which is non-fee based and offers very little support with its use. For our hosting needs we have an arrangement with OSU to provide services for LMS through Moodle and website through Drupal. OSU has advised us that they will no longer offer hosting options effective June 30, 2016. We are currently researching other options. Canvas is a leading contender and is being utilized by other colleges in Oregon. There are also companies that provide additional services utilizing our current platform of Moodle and Drupal. Some of the factors that are under review include cost, support services, end-user ease, report functionality, inclusivity of all requirements for operation, etc. A full report will be provided at a later date.

D. Information & Discussion Items

a. Zone 1 vacancy update

Materials provided in agenda packet; candidate Richard Emery was not able to attend the December meeting due to traveling. He plans to be in attendance at the January meeting.

b. Governance institute for Student Success, summer 2016 (June 28, 29 & 30th)

Dr. Ryslinge offered a reminder of the event advising location is pending, further information will be forthcoming as received. She advised that a support team from the College will be attending along with any Board members that will be able to attend.

Dr. Ryslinge also announced that OCCC's Institutional Research Analyst, Elizabeth Daly, has submitted her resignation. She added that Linn Benton Community College is interested in providing technical data services and has provided a proposal for our review. They are well developed in their own institutional effectiveness and analysis program and are reaching out to provide services to others in the area of data resources. Inclusive in the proposal would be data compilation, dash board capabilities, accreditation reporting and support services.

c. Community College Capital Construction Process

Dr. Ryslinge advised moving forward with an initial application request. There is opportunity to back away from the process if we deem, at a later date, that timing is not practical. In an effort to help smaller colleges and communities with the required 50% match, the OPC is pursuing possibilities of a system match program vs local matching. The outcome may affect our final decisions. Initial thoughts on potential projects might include a health programs center or a blue collar trade studies program.

E. Action Items: None

- a. Approval of Resolution: 16-12.01: Ratification of OCCC/OCUE updates (compensation and Insurance), Local 6020 Collective Bargaining Agreement 2013-2018
Motion to approve resolution was made by Cliff Ryer, seconded by Debbie Kilduff, unanimous approval from all present and on phone.

F. Announcement of future meetings

- The next regularly scheduled meeting of the OCCC Board of Education will be held January 20, 6:00 PM at the OCCC Central County Campus, 400 SE College Way, Newport, OR97366

G. Adjournment

Chris Chandler adjourned the meeting at 7:12PM

Approved by:



Birgitte Ryslinge, PhD
President OCCC

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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) 867-8530 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.