

Oregon Coast Community College Board of Education Meeting
Minutes
Wednesday, February 17, 2016 at 6:00 PM
OCCC Central County Campus
400 SE College Way, Newport, OR 97366

A. CALL TO ORDER

Chairperson Chris Chandler called the meeting to order at 6:02 PM.

a. BOARD ROLL CALL

Board of Education members present: Chris Chandler (Chair), Debbie Kilduff, Alison Nelson-Robertson, Nancy Osterlund, Jeff Ouderkirk, and Clifford Ryer (Vice-Chair).

b. INTRODUCTIONS FROM AUDIENCE

c. APPROVAL OF MINUTES

Ouderkirk proposed and Nelson-Robertson seconded a motion to approve the minutes of the January 20, 2016 Board of Education meeting. **4** voted in favor and **2** abstained.

MOTION PASSED.

d. FINALIZE AGENDA

In order to respond to a recent inquiry from the media, Ryslinge asked the Board to add a conversation concerning the recording of meetings to the agenda.

B. COMMUNICATIONS

a. WRITTEN

Ryslinge provided a copy of a letter from Sandra E. Elman, NWCCU President, informing her that at its January 6-8, 2016 meeting, the Northwest Commission on Colleges and Universities accepted Oregon Coast Community College's Application for Consideration for Candidacy. Chandler congratulated Ryslinge and her staff on the great accomplishment. On behalf of the College staff, Ryslinge thanked the Board for its support. Ryslinge commented that this status change does much to place OCCC on a more secure and sustainable path for the future.

b. PUBLIC COMMENT ON AGENDA ITEMS

None.

c. ANNUAL PRESENTATION: Andrea Henderson, Executive Director, Oregon Community College Association (OCCA)

Henderson provided the Board with Legislative and other updates.

Capital Funding for Safety/Security Infrastructure Needs

Henderson advised that each proposed project be classified as a capitalized asset (under OCCC College policies) to qualify for the state-issued, tax-exempt bonds. She also mentioned that OCCC's match might be provided by lottery funds, and was cautiously optimistic that the capital funding will be provided.

Additional Implementation Funding for Oregon Promise

Henderson indicated that each college would receive equal shares of the anticipated 2.5 million, including each of the PCC campuses. This will include support for one Oregon Promise Student Counselor for the smaller colleges and two for the larger ones. When asked if this in one-time funding, Henderson responded that continued support will be a policy conversation in the next session, for the next biennium.

2017 Legislative Session

The 2017 session will be a budget session. Henderson reported that the next state budget will likely be in deficit due to increases in the state minimum wage, health care costs, and PERS. Henderson imagined two scenarios. *Scenario One* would have the community colleges fighting off serious budget cuts and *Scenario Two* would provide community colleges with a significant increase in funding depending upon the outcome of the state ballot initiative. Ms. Henderson also recommended that Board members attend the upcoming Advanced Governance Institute for Student Success (GISS) June 28-30, 2016.

OCCA Levels of Service

Henderson said that the OCCA will continue to provide advocacy and communication for community colleges, and the organization is currently assessing the college's demand for other fee for service options like institutional research, executive coaching, legal services, assistance with federal/state compliance, and Board support.

Before Henderson departed, Ryslinge asked her to provide the Board with background on the Capital Construction ranking process. Since OCCC's facilities are relatively new, the college did not participate in the 2013 ranking in which 16 of the 17 state projects were funded. Henderson explained that each college can request up to 8 million in Article XI-G bonds, committing to a dollar to dollar match. Since the match is an absolute requirement, this places some colleges at a disadvantage. OCCA is exploring whether community colleges' matching funds can be "pooled" so the larger schools could help the smaller schools meet their need. She added that the only other way around the requirement would be to change the constitution. Discussion about what types of projects would be considered appropriate, the importance of OCCC's Due Diligence Report meeting the process criteria as closely as possible, and the types of changes that are allowed to be made to a submitted proposal, ensued.

C. COLLEGE REPORTS

a. INDEPENDENT ACCREDITATION, NEXT STEPS

Ryslinge discussed the Applicant for Candidacy acceptance letter, which outlines the rigorous process still ahead of OCCC as it continues on its journey toward candidacy and accreditation and announced an estimated target date of Fall 2017 for the submission of the College's self-evaluation report and for the scheduling of the NWCCU's evaluation committee's onsite-visit. Ryslinge reminded the Board that in order to earn Candidacy, OCCC is not required to fully meet each of the 128 elements comprising the 5 Standards for Accreditation but that it must demonstrate it is making acceptable progress towards the fulfillment of each requirement, and the capacity to fully meet all requirements during the Candidacy period.

b. PRESIDENT'S REPORT

Ryslinge provided an overview of her February report. The report includes an explanation of what it means to be considered an Applicant for Candidacy by the NWCCU and next steps in OCCC's accreditation journey, updates from Student Services and our degree programs, as well as a media report.

Also in the report is news about OCCC's new agreement with Linn Benton Community College's Office of Institutional Research. LBCC will support OCCC's data and research needs. When asked why OCCC is outsourcing the work instead of the more personal approach of hiring someone in house, Ryslinge explained the benefits of the agreement. OCCC will be provided easy to use personalized "data dashboards", access to customized reports as well as the ability to more easily write its own queries and reports. Ryslinge added that small colleges have a tough time recruiting and retaining highly skilled research staff and this can put the college at risk. Data reporting is a crucial function and OCCC regularly reports to federal and state agencies as well as to others.

c. CoFO FINANCE REPORT

The CoFO began by providing the Board with the good news that OCCC's recently completed audit (for FY 14-15) once again found the College to be in full compliance. Regarding the current year, the fund balance came in higher than expected at \$71,000. Materials & Services expenditures continue to be over budget, related to delays in transitioning Barrett temporary positions. Relief will be gained with the hiring of an in-house custodian and other permanent employees. The CoFO then answered last month's Board question on how equalization works for CCs in Oregon: state appropriations to individual colleges are equalized (offset) by increases in local property tax revenue. Finally Gintner mentioned OCCC has been impacted by some unusual unemployment claims, which she is looking into.

d. **STUDENT SUCCESS SPOTLIGHT, Video**

Ryslinge debuted a rough cut from a new “Meet the Sharks” student-vignette video. It is hoped that this and similar productions will assist in the recruitment of new students, as well as OCCC’s donor appeals. Ryslinge asked the Board for suggestions and comments.

Broadcasting of Board Meetings (New Discussion Item)

In order to respond to a recent inquiry from the media about the broadcasting of Board of Education meetings, Ryslinge asked the Board if they wished to consider broadcasting. Ryslinge had prepared an informal survey of other CCs, and at this point in time only one College was considering this option. Many Colleges pointed out that any materials put out by a College must be fully ADA compliant, which means that broadcast meetings would need to be fully closed captioned. This is very expensive and beyond the means of many schools. Ryslinge offered the opportunity for increasing public transparency for Board meetings by making more information, including Board Packets, available on the College website. After some discussion, consensus was reached, to not broadcast but to move forward on the website improvements. Chairperson Chandler charged Ryslinge to relay the Board’s decision to the media outlet.

INFORMATION & DISCUSSION ITEMS

a. **CAPITAL CONSTRUCTION PROCESS FOR 2017-19 BIENNIUM**

As OCCC will be creating 3-5 new programs over the next 5-7 years and those programs will require facilities, Ryslinge shared with the Board that she would like to move forward with the capital construction proposal process. Programs identified by Ryslinge and Board members as strategic beneficiaries of facility funding were the Career and Technical Education (CTE) programs, Health Education programs, Trade and Technical skills programs, and Early Childhood Education programs. After some discussion, Ryslinge commented that she is not looking for a decision on which programs to support today but would like to spend the next five weeks gathering additional information and exploring opportunities to acquire matching funds.

b. **STUDENT TUITION AND FEES FOR 2016-17**

Ryslinge reminded the Board that the adopted budget for 15-16 while fully balanced, relied upon carry-over (unspent funds from 14-15) to balance the budget. This is not a sustainable approach, and as was highlighted in the 15-16 budget adoption process, the Board and Administration must consider increasing tuition and/or fees in the years to come to address both rising costs and ensuring students receive a quality education and the support they need. OCCC has not implemented an increase in tuition of fees since 2011.

Ryslinge provided the Board with a detailed breakdown of the 2015-16 fees and tuition of all 17 Oregon community colleges. This highlights the many varied fee structures of Oregon CCs, and also that the per credit tuition rate is not the most accurate way to assess the cost of attendance. Considering both tuition and fees (for a full time student taking 15 credits per term, over three terms), for 2015-16, Clackamas CC has the lowest annual total cost while Southwestern CC has the highest. OCCC’s total cost of attendance places it mid-range.

Understanding the need, Board members discussed the idea of raising/re-structuring OCCC student fees. Clarification was asked regarding the current OCCC universal fee. The CoFO explained that universal fee funds are used in support of OCCC facilities (room use, custodial services). When asked if tuition and fees generally rise in response to markers like inflation or national cost averages, Ryslinge responded that some boards have taken the approach of building in a small annual tuition increase, which typically is linked to a measure like CPI. One Board member expressed the concern over the affordability of OCCC CTE programs with additional fees, like Aquarium Science and Nursing. Another Board member hoped that any sticker-shock could be prevented by planning incremental fee increases, slowly, over time.

It is expected that Oregon community colleges will raise tuition/fees from 0 – 7% for the 2016-17 academic year with at least one college contemplating raising per credit tuition over \$100. As it is the responsibility of the Board to approve changes in the fee structure, Ryslinge will submit a proposal of recommended fees at the Board's March meeting. Prior to that, Ryslinge will engage the campus community in the fee conversation and gain feedback from as many as possible.

c. **CONFLICT FOR APRIL 20 BoE MEETING, All Oregon Academic Team In Salem**

Due to a conflict with the All Oregon Academic Team (AOAT) Student Scholar Event in Salem and a meeting of the Oregon President's Council, Ryslinge requested the Board consider moving the date of its April meeting. Ryslinge invited the Board to attend the Scholar Event as OCCC has two excellent students representing the college this year. Kilduff proposed and Nelson-Robertson seconded a motion to reschedule the April Board of Education meeting to Tuesday, April 19, 2016. All voted in favor.

MOTION PASSED.

NOTE: The AAOT event has been changed to May 3 in order to accommodate the Governor's schedule, and some Board members have expressed desire to return to the 4/20 meeting date. This will be resolved at the March meeting.

D. ACTION ITEMS

- a. Approval of Resolution: 16-02.01: Appointment of Richard Emery as OCCC Board Representative to the Zone 1 vacancy, effective immediately through the end of the current term, June 30, 2017

Ouderkirk proposed and Nelson-Robertson seconded the motion to approve resolution 16-02.01. All voted in favor. **MOTION PASSED.**

E. ANNOUNCEMENT OF FUTURE MEETING

The next regularly scheduled meeting of the OCCC Board of Education will be held March 16, 6:00 PM at the OCCC North County Campus, 3788 SE High School Drive, Lincoln City, OR 97367

F. ADJOURNMENT

Chairperson Chandler adjourned the meeting at 8:11 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) 867-8530 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.

Approved by:

Birgitte Ryslinge, PhD
OCCC President