

**Orange Coast College Foundation
Board of Directors Meeting
Thursday, March 23, 2017
Administration, Room 108**

Attendees: Kevin Ballinger, Barbara Bullard, Dave Cline, Peggy Fort, Blade Gillissen, Dennis Harkins, Marc Harper, Shana Jenkins, Patrick Munoz, Diane Nelson Menninger, Juan Partida, Derek Sabori, Julie Simer, Doug Bennett, and René Kinn

Guests: Dave Grant, Lorraine Prinsky, Gary Moon, Hung Cheng

- A. Welcome & Introductions:** Peggy welcomed everyone and introductions were made.
- B. Approval of Minutes for January 26, 2017 Meeting:** Unanimously approved as prepared.
- C. OCC Student Union Preview:** Peggy welcomed and introduced Gary Moon and Hung Cheng, representatives from tBP Architects who are working on the new OCC Student Union. Gray shared that meetings started in September 2016. We are currently in the design and development stage. The plan is for construction to start July 2018 with a move in date of January 2021. It was determined that 150,000 square feet is all that could fit in the planned footprint. Since some much was planned to be included in this project, it was decided that they needed to have two buildings, the College Center Building and a Student Life Building. Gary and Hung showed a PowerPoint and explained the vision for the design. There was discussion on the location of the Administrative offices and parking.
- D. Executive Committee Report:**
1. **Conflict of Interest Statements** – Doug reported that as part of our District and Foundation Master Agreement we are required to have signed Conflict of Interest Statements on file for all Board Members. Forms were emailed on March 21st and handed out at the meeting. If you have not completed one, Doug asked that you please do so as soon as possible and return it to Doug.
- Nomination Update**
- a. **Officers** – Peggy shared that Bill Wood will be the new chairman and will take over in July. We need new Vice Chair, Secretary and Treasurer and are looking for nominations.
 - b. **New Members** – Peggy also asked that if anyone had suggestions or recommendations for new members, please send them to Doug. We would like to have suggested to be considered by the May meeting. We will send out current roster.
- E. Planetarium Update:** Dave shared that the committee had meet a little over a week ago and it was a very productive meeting.
1. **Olin Group Meeting** – Dave shared that they had a good meeting with Olin’s consulting group, they have a good handle on how to reach out to potential K-12 funders as well as how else the building will be used and how to get support for these different uses. They will give us clear statements on what needs to be done, and possible foundations and corporations who might be a source of grants.
 2. **Planetarium Director Hiring Update** – The job description has been completed as well as the placement on the pay scale. The Foundation is committed to pay ½ of the salary for 3 to 5 years. We need a director on board before we can move forward with programing and programing needs. We are hoping to advertise in early May and have person start by the first of September. We will have more definite salary information at the May meeting.
 3. **Construction** – The rain has caused some delays but construction is moving forward and the contractors have been working to make up the time.

- F. Investment Update:** Marc referred to the Performance and Balance Sheet Summary, the market is up. Based on our allocations, we are currently beating our benchmarks. At this time, we are doing very well. March referred to the Asset Allocation Snapshot and noted that Private Equity is below policy because Private Equity funds take three to five years to become fully invested.
- G. College Update:** Dennis shared that we are in Spring hiring mode right now. He and Kevin have been doing faculty interviews all week. The Nordic Star captain position will be opening soon. The campus will also be hiring a full-time Art Pavilion Director. When the Planetarium comes on line there will be needs to hire more hourly and part-time staff to support its operation.

The campus is working on raising enrollment. Marketing and Publications have been doing a lot of advertising to bring in more students. We had a very successful High School Senior Day last week. Dennis asked Kevin to talk about some of the programs he has been involved with. Adult Ed Initiative block grant, noncredit opportunities, ESL etc., dual enrollment for local high school students. English and Math departments have been using Basic Skill funds to do summer “boot camps” to help incoming students that place in the lower levels math and English. Student Services is doing a lot to help incoming freshman get registered with FPR, Freshman Priority Registration. Included in FPR is Fast Forward Saturday where the students can take placement tests, meet with a counselor to complete their Student Education Plan and enroll in classes all in one day.

A question was asked how the political climate has affected our International Students. Dennis stated at this point we are not seeing an impact other than anxiety. A question was asked about how the four-year degree pilot program in the state is going. Dennis said that we are still waiting to see how the programs are doing and hopefully more programs will be added if the current ones are successful. OCC identified seven programs but only one could be sent to District and then the District could only submit one for the three colleges in the District and a cyber-security program at Coastline was chosen over OCC’s Respiratory Therapy submittal.

- H. Associated Students Report:** Juan Partida shared a new college life coordinator was recently hired and the students very happy to have him on-board. The students are working to get the word out that OCC has hired new counselors. Juan was chosen to go to Germany as a student ambassador. The Student Budget Committee is working to allocate \$1.6 million dollars for the 17/18 year.
- I. Unclaimed Scholarship Refunds:** Doug shared information on the External Scholarships. We have about \$139,000 in funds that we have accumulated over the last 9 to 10 years that we cannot identify the individual students this belongs too. The funds include interest and gains for some of the funds that were invested. We are working on refunding other funds to the organizations that sent the funds to us for specific students that are no longer attending OCC. We will bring more definitive information to the May meeting.
- J. Foundation Update:** Doug shared the *OCC Magazine*, we do this in the spring and an annual report in the fall. He also shared video that was put together with our marketing team and the film video student program. We are working on hiring a Staff Aide for the Foundation Office. It will be a clerical position to help in the department. Kevin thanked the Foundation for funding a Research Symposium with Giles Brown funds and Visiting Scholar Program.

K. Board Members Comments/Concerns:

Meeting adjourned at 8:15

Future Meetings

Thursday, May 18, 2017, 6 p.m., Location TBA