



Oregon Community College Association
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MEMORANDUM

To: OCCA Board Representatives
From: John Wykoff, Interim Executive Director
Date: May 25, 2018
Re: May Board Meeting Key Takeaways

Campus Advocacy Coordinators

As part of the OCCA advocacy strategy, each college is asked to select a Campus Advocacy Coordinator by June 1. The campus advocacy coordinators will be the primary point of contact for each college's efforts around legislative advocacy leading to the 2019 legislative session. The primary focus of these efforts will be preparing for an executing the organizing and advocacy campaign around the community college budget (the Community College Support Fund).

OCCA will be holding a video conference training for the Campus Advocacy Coordinators on June 21st. The training will be hosted by Chemeketa Community College and will run from 9 am to 1 pm.

Topics the training will cover include:

- * Building a Campus Advocacy Coalition
- * Basics of Recruitment and Organizing
- * Building a Campus Action Plan
- * Lobbying 101 (Trainers training)
- * Basics of Campaign Media

Executive Director Search Process Begins

The Board approved the search process and timeline, executive director job posting, and search committee members at the May 18 board meeting. The Board is seeking a collaborative and visionary leader and manager who will lead the Association's efforts for the 17 community colleges, foster strong advocacy efforts, and provide excellent organizational, staff and fiscal management. The job opening will be posted by May 25 and candidates will have until July 10 to submit their applications. The search committee will rank candidates and do initial interviews before making a recommendation of finalists to be considered by the full board at a special

board meeting in mid-August. The goal is to have a new executive director hired by mid-September.

"Engaging Boards in Transformational Change" Trustee Summer Workshop

As founder and executive director of the Aspen Institute's higher education programs, Josh Wyner has spent the past seven years researching the qualities of excellent community colleges and the leadership that enabled Aspen Prize-winning colleges to achieve high and rapidly improving levels of student success. On June 25, Josh will join us for a full day of workshops focused on three topics: building urgency for institution-wide reform, examining the role of the board in supporting internal transformational change, and addressing inequities in student success reform. Trustees and college presidents are invited to attend these sessions, which will include opportunities to examine community, college, and state-level data, discuss leadership issues in small groups, and plan for actionable next steps at their colleges.

Deadline to register is Friday, June 8th. Click here to register for the workshop:

<https://www.surveymonkey.com/r/TrusteeWorkshop>

OCCA Budget

The OCCA Board amended OCCA's 2017-18 operating budget to reflect additional income and expenses that occurred throughout the year. The main additions to the budget include: 1) a revenue and expense category for the board policy service; and 2) a revenue and expense category for contract services. Many revenue and expense categories were also updated to reflect a more accurate year-end budget, taking into consideration the last two months of the fiscal year.

The OCCA Board also amended OCCA's 2018-19 operating budget by adding an additional \$50,000 in the contract services line item. This additional revenues reflects the assessment the Oregon Presidents Council voted on and passed in order to hire a marketing firm to begin work on the statewide community college marketing campaign.

Special August Board Meeting

A special August Board meeting will be taking place to discuss and deliberate on matters related to the Executive Director search process. Meeting details will be forthcoming.