

**Orange Coast College Foundation  
Board of Directors Meeting Minutes  
Thursday, January 26, 2021, 5 pm  
Via Zoom Conference**

**Attendees:** David Cline, Jeff Hyder, Bill Wood, Eileen Lewis, Blade Gillissen, Derek Sabori, Shana Jenkins, Marc Harper, Rich Pagel, Madjid Niroumand, Michelle Grimes-Hillman, Angelica Suarez, Patrick Munoz, Peggy Fort, Doug Bennett, René Kinn, Sean Wellengard, Liz Parker, Fazilat Abdul, and Dave Grant

**Guest:** Sarah Hirsch

- A. **Welcome & Introductions:** Bill Wood welcomed the Board to the Zoom conference.
  1. **Approval of Minutes of September 24 as emailed:** Minutes approved.
  
- B. **Professional Maritime Center Report / Naming:** Sarah Hirsch presented the Professional Maritime Center Report/Naming by giving a construction update with photos. Construction is going on to tie the bridge into the building and removing the old two-story elevator and replace it with a three-story elevator. Rowing and the Professional Mariner program are ongoing. The new building under construction to house the Professional Mariner program will include two simulation rooms for students to sail ships. As there are multiple aspects to the Professional Maritime program and OCC is the only waterfront campus that offers an Associate's Degree in Maritime in California, it is difficult to discern what to name the expanded facilities and the current consensus is to name it the OCC Waterfront Campus.
  1. **Maritime Committee Update:** Doug Bennett delivered the Marine Committee Update with regards to Boat Donations with the grand total of all In-kind gifts being \$7.8 million.
  
- C. **Executive Committee Report:** Bill Wood ran the Executive Committee Report.
  1. **Leave of Absence for Julie Simer:** Julie Simer is requesting a 1 year leave of absence as her position with the Sisters of St. Joseph is keeping her very occupied during this time. The Leave of Absence was moved and approved.
  2. **Appointment of Marc Harper as Treasurer:** With Julie's leave the Executive Committee is requesting the appointment of Marc Harper as Treasurer for the remainder of this period. The Appointment was moved, seconded, and approved.
  3. **Approval of 2nd Reading of Revised Bylaws:** Doug Bennett took over the approval of the 2nd Reading of the Revised Bylaws as the OCC Foundation was requested to update its bylaws as part of an internal audit to be in accordance with various state policies and has revised the bylaws to be in compliance with CCCD policies. The approval of the revised bylaws was so moved, seconded, and approved.
  4. **2021-2023 - Call for Officers & New Members:** Doug Bennett and Bill Wood put out a call for a New Chair of the OCC Foundation Board. Dave Grant nominated David Cline to be the New Chair of the OCC Foundation. David Cline accepted the nomination and the motion was made, seconded, and David Cline was voted to be Chair of the OCC Foundation for the term beginning in July.

5. **Annual Conflict of Interest Disclosures:** An email went out with DocuSign regarding Conflict of Interest, which all officers and board members are required to sign. If anyone received two emails, then the second email is the one to sign.
- D. **Giving Tuesday Approval of Match of \$39,723 from Pepsi Grant (\$30K) and Matt Miller Fund (\$9,723):** Doug Bennett spoke on approval of the match and sent out a report a couple of weeks after Giving Tuesday requesting the Board's formal approval to allocate for the match of donations. The match of \$39,723 with \$30K from the Pepsi Grant and \$9,723 from the Matt Miller Fund was moved, seconded, and approved.
- E. **Finance & Investment Report:** Marc Harper discussed the Investment Report as the Finance Committee met with Northern Trust and the Foundation continues to do well. Over 1 year, the Foundation has returned roughly 11% with almost \$2 million of appreciation. As the 5-year review for investment advisors is coming up, so the Finance Committee is going to do an RFP for the Foundation's investments and looking into other investment firms. Should anyone on the Board request the RFP or recommend an investment firm, then they are welcome to do so.
- 1. Change in Scholarship Valuation Date to 12/31:** Finance Committee recommended to move Scholarship back to 5% on the Valuation Date of 12/31. The Board motioned to approve, seconded, and the motion carried.
- F. **College Report:** Angelica Suarez thanked David Cline and Marc Harper for agreeing to serve as Chair and Treasurer respectively before delivering the College Report and introducing the new VP of Instruction, Michelle Grimes-Hillman. Michelle Grimes-Hillman gave a brief bio to the Board including being the Dean of Academic Affairs at Long Beach City College prior. Dr. Suarez also introduced the ASOCC President, Fazilat Abdul, and spoke on the following items:
1. **Spring Semester Update:** While the College is not in a full-blown pandemic or a post pandemic, we are in a receding pandemic. OCC continues to be cautious for the safety of its students, faculty, and staff with many of its courses and services online. The athletics teams are conditioning, but not practicing and some of the labs are on campus at limited capacity. OCC has developed a partnership with the Orange County Health Department, which has allowed for testing onsite twice a week. There are about 400 students that are residents of the Student Housing on campus. In order to provide students with resources, the Student Health Center is open 3 times a week to offer physical and mental health. The Food Services are also available on campus with orders To Go. Enrollment has dropped following the trend of many Community Colleges in the United States with OCC at a 2% enrollment drop. President Suarez is confident that OCC will recover.
  2. **College Equity Programs Update:** Many of the concerns of students regarding food and housing insecurity have been amplified by the pandemic. The Food Pantry continues food distribution once a week and OCC aim to provide students with devices and hotspots, so that they may access their online classes. OCC continues to build on a culture of care and look after its students, especially its most vulnerable students. Dr. Suarez closed by thanking the Board for its support of the students.

- G. **Campus Construction Update:** Rich Pagel provided the Campus Construction Update by talking about the Adams Lot, which due to the limited activity on campus is able to be worked on with added solar panels in the lot and Tesla Batteries incorporated into the Recycling Center. Dr. Pagel then presented a video put together by Rachelle Favis on the new Lit & Lang and Soc Behavioral Sciences building, which is scheduled to be completed in early June 2021, and the construction ongoing at the waterfront campus, also to be completed June 2021. The video also presented The Student Life and College Center buildings and all their resources. Dr. Pagel also talked about the new Chemistry Building, which in process of being funded and approved.
- H. **Campus Student Services Update:** Madjid Niroumand highlighted the Campus Student Services and gave his appreciation to the Student Services staff, President Suarez, and the Board for all of their support that has been given to the students. The Student Services have expanded their remote delivery and assistance to students. The Children's Center has also been reopened to provide childcare to students and the community. The Student Services have also been supporting student in financial need by disbursing close to \$4.5 million through CARES Act. OCC has also expanded its Promise Program. Student Services has also used funds to offset the cost of living at the Harbour by \$400 per month for roughly 100 students with an increase given to veterans and Guardian Scholars. OCC has also served its International Students around the world by offering classes that are available and appropriate to their time zone.
- I. **ASOCC Report:** Fazilat Abdul gave a brief report as ASOCC will not begin meetings until the semester starts, but stated that tomorrow (1/27/2021) at 4:30pm ASOCC will have its first retreat of the semester.
- J. **Friends of the Library Report:** Eileen Lewis announced nothing to report from the Friends of the Library with the hopes that everyone is getting the items on their reading list checked off and enjoying the beauty of the quiet campus.
- K. **Executive Director's Report:** Doug Bennett delivered the Executive Director's Report on gift donations.
1. **July 2020 - December 2020 Giving Update:** The total gifts of \$5,000 or more for the first 6 months of the fiscal 2020-year amount to \$473,615 with the total number of gifts received during that time equaling \$669,657.
- L. **Member Comments:** Dr. Pagel announced that the Recycling Center has a plan to plan to reopen once the County is in a safe place with regards to Covid.

**Meeting adjourned at 6:13 pm.**

#### **Upcoming Events & Meetings**

- Foundation Board Meeting, **Thursday, March 25, 5 pm** Location TBA