



CENTRAL OREGON
community college

CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, May 11, 2022 – 5:45 PM
Boyle Education Center Boardroom / YouTube

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:45pm				
	I. Call to Order			Unger
	II. Native Lands Acknowledgement	2a.1*		Unger
	III. Roll Call			Kovitz
	A. Board & Budget Committee Members & Guests			
	IV. Agenda Changes			Unger
	V. Public Comment			Unger
	VI. Adjourn to Budget Committee			Unger
	A. Budget Committee	6a,b,c *	X	Knutson
	VII. Adjourn to Open Session			Unger
	VIII. Consent Agenda***			Unger
	1. Regular Meeting Minutes (4.13..22)	8a.1*	X	Chesley ^A
	2. '21-22 End-of-Year General Fund Transfers	8.b.1*	X	Knutson ^A
	IX. Information Items			
	1. Financial Statements	9a.1*		Knutson ^A
	2. New Hire Reports	9b.1*		Boehme ^A
	3. Culturally Inclusive Hiring			Moore/Walker/Barry
	X. New Business			
	1. AAOT –Elementary Ed	10.a.1*	X	Julian
	2. GP 10 Revision – Second Reading	10.b.1*	X	Tatom
	XI. Board of Directors' Operations			Unger
	1. Board Member Activities			
	XII. President's Report			Chesley
	XIII. Dates			
	1. Wednesday, June 8 – Board of Directors' Meeting @5:45			
	2. Tuesday, July 12 – Real Estate Committee @ 3:30			
	3. Wednesday, July 13 – Board of Directors' Meeting @5:45			
	XIV. Adjourn to Executive Session			Unger
	ORS 192.660 section 2, subsection d, Labor Negotiations			
	ORS 192.660 section 1, subsection i, Performance Evaluation of CEO			

* Material to be distributed via e-mail & USPS (as necessary)

** Times listed on the agenda are approximate to assist the Chair of the Board.

*** Confirmation of Consent Agenda items submitted by the President. Any item may be moved from the Consent Agenda to Old/New Business by a Board Member asking the Chair to consider the item separately.

P = indicates a Presentation will be provided.

A = indicates the presenter is Available for background information if requested.

XV. Adjourn to Open Session
XVI. Open Session
XVII. Adjourn

Unger
Unger
Unger

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Purpose: To acknowledge someone is to say, “I see you. You are significant.” The purpose of a land acknowledgement is to recognize and pay respect to the original inhabitants of a specific region. It is an opportunity to express gratitude and appreciation to those whose territory you exist in.

COCC Land Acknowledgement

(Condensed Version)

COCC would like to acknowledge that the beautiful land our campuses reside on, are the original homelands of the **Wasq’ú** (Wasco), and the **Wana Lama** (Warm Springs) people. They ceded this land to the US government in the Treaty of 1855. The **Numu** (Paiute) people were forcibly moved to the Warm Springs Indian Reservation starting in 1879. It is also important to note that the Klamath Trail ran north through this region to the great Celilo Falls trading grounds and the Klamath Tribes claim it as their own. Descendants of these original people are thriving members of our communities today. We acknowledge and thank the original stewards of this land.



COCC Budget Committee Meeting Agenda

5:45 pm

Boyle Education Center Boardroom

	<u>EXHIBIT</u>	<u>ACTION</u>	<u>PRESENTER</u>
I. Call to Order			Detweiler
II. Introduction of Guests			Detwiler
III. Public Comment			Detweiler
IV. Approval of Minutes			
• April 13 Budget Committee Minutes	6a ¹	X	Chesley
V. 2022-23 Proposed Non-General Fund Budget			Knutson
• Non-General Fund Budgets	6b ¹		
VI. Budget Approval			
• Resolution to Approve 22-23 Budget	6c ¹	X	Knutson
VII. Adjourn			Detweiler



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Central Oregon Community College
Board of Directors' Meeting
BUDGET COMMITTEE MEETING
MINUTES

Wednesday, April 13, 2022 – 5:45 p.m.
ZOOM Conferencing and Boardroom

PRESENT: Alan Unger (Chair), Bruce Abernethy, Oliver Tatom, Jim Clinton, Erica Skatvold, Laura Craska Cooper, Joe Krenowicz, Laurie Chesley (COCC President), Alicia Moore, Zak Boone, Betsy Julian, Laura Boehme, Aimee Metcalf, Mark Reinecke, Paul Taylor, Cathleen Knutson, Roger Detweiler, Harry Hamilton, and Richard Hurd.

CALL TO ORDER: Alan Unger called the meeting to order.

BUDGET COMMITTEE APPOINTMENTS

President Chesley shared that, although the College had advertised for community members to fill the three Budget Committee vacancies, no one applied. The College consulted with general counsel for the Oregon Community College Association, who advised that the College had met its obligation to fill the vacancies and could proceed with the members already appointed. Chesley also noted that another Budget Committee member disclosed recently that she had moved during the year and no longer lived in the zone for which she was appointed. Chesley shared that the College would advertise the vacancies again in the fall in preparation for spring Budget Committee meetings.

ELECTION OF CHAIR:

Alan Unger called for nominations for chair of the Budget Committee. Bruce Abernethy moved that Roger Detweiler be chair, and Laura Craska Cooper seconded the motion. Motion approved unanimously. None opposed.

PRESIDENT'S BUDGET REMARKS

President Chesley shared general remarks about potential future challenges, including enrollment, state funding, and unfunded mandates. Chesley also shared that priorities, beyond mandatory increases for insurance and the like, for the '22-23 year were 1) funding to the fullest extent prudent the findings of the Classified Association Wage Study, and 2) funding deferred maintenance of critical systems. Chesley also outlined the College's participatory process for new funding requests. Finally, she stressed that the College still adheres to its tradition of disciplined budgeting and spending.

2022-23 PROPOSED GENERAL FUND BUDGET

Acting Chief Financial Officer Cathleen Knutson presented a PowerPoint that provided information on the following topics:

- FY 22 Budget Overview
- Enrollment
- Tuition and Fees
- Property Taxes
- State Funding

- FY 23 Budget Key Takeaways
- HEERF/COVID Relief Funds
- Proposed General Fund Budget (Exhibit 7a)
- Proposed General Fund Expenditures by Object Class (Exhibit 7b)
- Summary of General fund Transfers (Exhibit 7c)

2021-2022 PROPOSED GENERAL FUND BUDGET

- **Proposed General Fund Budget (Exhibit: 6.a)**
- **Proposed General Fund Expenditures by Object Classification (Exhibit: 6.b)**
- **Summary of General Fund Transfers (Exhibit: 6.c)**

The next Budget Committee Meeting is scheduled for Wednesday, May 11, 2022 at 5:45 PM by means of ZOOM Conferencing and in the Boardroom.

ADJOURNMENT: Alan Unger moved to adjourn the meeting. Roger Detweiler seconded the motion. Motion approved unanimously. None opposed.

ADJOURN: 7:30 PM


Mr. Roger Detweiler, Chair Budget Committee

Dr. Laurie Chesley, President

Exhibit:
May 11, 2022
Budget Committee Meeting
Pages 1-

May 2022 Budget Committee Meeting


- General Fund Update
- Proposed 2022-23 Non-General Funds PowerPoint / Budgets
- Budget Approval Resolution



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Non-General Fund Attributes


- The College has nine non-general fund types.
- Each fund has a specific purpose as defined by local budget law and governmental accounting standards.
- Primary budget objective is to ensure adequate **appropriation authority** and compliance to the funds' specific legal restrictions and designated purpose.
- Each fund is expected to be **self-balancing** and expenditures cannot exceed total resources.



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Main Fund Types

1	• General Fund	} Non-General Funds
2	• Debt Service Fund	
3	• Capital Projects Fund	
4	• Enterprise Fund	
5	• Internal Service Fund	
6	• Reserve Fund	
7	• Special Revenue Fund	
8	• Auxiliary Fund	
9	• Financial Aid Fund	
10	• Trust & Agency Fund	



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Debt Service Fund


Statement of Purpose: The Debt Service Fund accounts for the retirement of long-term debt of the College. Property taxes and transfers are principal sources of resources. As of July 1, 2022 the total long-term debt service outstanding (principal and interest) totals \$60.4 million.

Debt Types

- Full Faith and Credit Obligations
- Pension Bonds
- General Obligation Bonds

✓ The College is in full compliance with all debt restrictions, limitations and disclosures.

✓ S&P Rating of AA [high quality] affirmed 3/25/2021




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Debt Service Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Resources				
Beginning Fund Balance	\$ 350,172	\$ 369,570	\$ 341,253	\$ 390,239
Tax Revenue - Current	3,210,949	3,332,636	3,302,174	2,709,059
Tax Revenue - Prior	116,127	90,464	70,000	70,000
PERS Reserve Charge	1,212,023	1,286,542	1,346,542	1,411,542
Interest Income	20,487	1,699	3,562	3,562
Transfers In	1,261,588	1,263,988	1,263,988	1,157,743
Total Resources	\$ 6,171,346	\$ 6,344,899	\$ 6,327,519	\$ 5,742,145
Requirements				
Principal Payments	\$ 2,553,324	\$ 2,740,746	\$ 2,948,180	\$ 3,122,476
Interest Payments	3,248,452	3,221,099	3,171,812	2,420,609
Materials and Services		1,200	600	600
Ending Fund Balance	369,570	381,854	206,927	198,460
Total Requirements	\$ 6,171,346	\$ 6,344,899	\$ 6,327,519	\$ 5,742,145



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Capital Projects Fund

Statement of Purpose: The Capital Projects Fund accounts for major capital outlays for new buildings, building remodels, land improvements and equipment. Major resources consist of interfund transfers, bond proceeds and land sales.

Capital Project Activities

- Construction
- Bookstore
- Capital Equipment Fund
- Facilities Repair and Replacement
- Lifecycle Technology Replacement
- IT Server/Infrastructure
- Campus Center Building
- Instructional Equipment
- Chandler Remodel
- Cascades Hall Building Maintenance
- Real Estate Development
- Miscellaneous Capital Projects




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Capital Projects Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Resources				
Beginning Fund Balance	\$ 5,324,496	\$ 4,978,398	\$ 5,576,406	\$ 5,659,000
Other Income	174,335	232,999	3,000,000	3,000,000
Interest Income	100,361	17,498	48,838	48,505
Transfers In	837,193	1,159,549	127,400	700,000
Total Resources	\$ 6,436,385	\$ 6,388,444	\$ 8,752,644	\$ 9,407,505
Requirements				
Personnel Services	\$ 76,566	\$ 18,115	\$ 89,652	
Materials and Services	707,519	522,659	2,265,000	1,883,000
Capital Outlay	573,902	458,864	5,054,400	6,207,948
Transfers Out	100,000		100,000	
Ending Fund Balance	4,978,398	5,388,806	1,243,592	1,316,557
Total Requirements	\$ 6,436,385	\$ 6,388,444	\$ 8,752,644	\$ 9,407,505



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Capital Projects

Sample of Current and Upcoming Projects:

- Extensive HVAC repair or replacement throughout Bend and Redmond campuses
- Upgrade the Bend campus electrical infrastructure
- Replace or repair damage on concrete stairwells and curbs
- Upgrade to LED lighting in various locations
- ADA-related repairs
- Exterior repairs to building roofs

Estimated Expenditures: ~\$2.6 million



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Enterprise Fund

Statement of Purpose: The Enterprise Fund is used by the College to account for services provided to students, employees, and the general public on a user-fee basis, similar to a for-profit business. Over the long term, they are expected to cover their direct costs.

Enterprise Activities

- Residence Hall Operations
- Food Service Operations
- Bookstore Operations



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Enterprise Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Enterprise Fund Total				
Resources				
Beginning Net Working Capital	\$ 4,585,550	\$ 4,409,827	\$ 2,958,551	\$ 2,926,000
Program Income	3,516,151	773,724	4,677,342	4,783,932
Interest Income	82,380	12,213	51,824	26,824
Transfer In	663,473	1,830,000		
Total Resources	\$ 8,847,554	\$ 7,025,764	\$ 7,687,717	\$ 7,736,756
Requirements				
Personnel Services	\$ 909,790	\$ 753,750	\$ 894,011	\$ 911,595
Materials and Services	2,147,717	826,709	2,543,727	2,546,333
Capital Outlay	8,632	440	70,000	95,000
Transfers Out	1,361,588	400,809	1,263,988	1,787,743
Ending Net Working Capital	4,419,827	5,044,056	2,915,991	2,396,085
Total Requirements	\$ 8,847,554	\$ 7,025,764	\$ 7,687,717	\$ 7,736,756



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Internal Service Fund

Statement of Purpose: The Internal Service Fund accounts for goods or services provided to other College departments, programs, and activities on a cost recovery basis.

Internal Service Activities

- Centralized Services
- Photocopy Machines



Internal Service Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Internal Service Fund Total				
Resources				
Beginning Fund Balance	\$ 208,841	\$ 133,760	\$ 102,000	\$ 100,000
User Charges	154,005	53,942	138,000	125,000
Interest Income	3,363	396	2,540	2,500
Total Resources	\$ 366,209	\$ 188,098	\$ 242,540	\$ 227,500
Requirements				
Personnel Services	\$ 60,354	\$ 29,520	\$ 14,458	\$ 14,893
Materials and Services	172,095	76,811	92,000	94,000
Capital Outlay	-	-	6,000	6,000
Transfers Out	-	-	-	5,000
Ending Fund Balance	133,760	81,767	130,082	107,607
Total Requirements	\$ 366,209	\$ 188,098	\$ 242,540	\$ 227,500



Reserve Fund

Statement of Purpose: Reserve funds were established by the College to meet obligations associated with retiree benefit liabilities and the Public Employee Retirement System (PERS).

Activities

- Retiree Health Insurance Reserve
- PERS Reserve



Reserve Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Reserve Fund Total				
Resources				
Beginning Fund Balance	\$ 1,692,927	\$ 1,722,697	\$ 912,263	\$ 1,001,000
Interest Income	26,792	4,498	11,674	11,674
Total Resources	<u>\$ 1,719,719</u>	<u>\$ 1,727,195</u>	<u>\$ 923,937</u>	<u>\$ 1,012,674</u>
Requirements				
Materials and Services	\$ (2,978)	\$ 7,598	\$ 25,000	\$ 25,000
Transfers Out			430,000	430,000
Ending Fund Balance	1,722,697	1,719,597	468,937	557,674
Total Requirements	<u>\$ 1,719,719</u>	<u>\$ 1,727,195</u>	<u>\$ 923,937</u>	<u>\$ 1,012,674</u>



Special Revenue Fund

Statement of Purpose: Grants and contracts from federal, state, and non-governmental organizations are accounted for in this fund. The expenditures of these funds are legally restricted to the purposes defined within the grant or contract.

Grant & Contract Activities

- Federal Grants
- State Grants
- Other Grants
- Contracts
- New Programs



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Special Revenue Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Special Revenue Fund Total				
Resources				
Beginning Fund Balance	\$ 505,510	\$ 561,451	\$ 285,285	\$ 808,884
Federal Grants	1,992,095	4,866,748	9,450,353	4,620,961
State Grants	558,319	628,522	692,764	1,261,975
Other Grants	261,312	182,563	1,116,706	1,163,564
Tuition and Fees	10,560	10,685	15,000	30,000
Contract Income	713,485	586,019	220,436	178,500
Other Income	21,652	3,500	-	0
Transfers In	50,978	40,000	40,000	40,000
Total Resources	\$ 4,113,911	\$ 6,879,488	\$ 11,820,544	\$ 8,103,884
Requirements				
Personnel Services	\$ 1,603,792	\$ 1,926,935	\$ 1,663,055	\$ 2,002,505
Materials and Services	688,649	1,048,477	7,671,899	3,234,095
Capital Outlay	127,970	47,029	196,655	2,500
Transfers Out	1,132,049	3,396,798	2,270,000	2,500,000
Ending Fund Balance	561,451	460,249	18,935	364,784
Total Requirements	\$ 4,113,911	\$ 6,879,488	\$ 11,820,544	\$ 8,103,884



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Auxiliary Fund

Statement of Purpose: The Auxiliary Fund accounts for a wide variety of ancillary activities within the College. Each appropriation category is expected to be self-balancing and expenditures cannot exceed available resources.

Auxiliary Activities

- Self-Sustaining Activities
- Non-General Fund Instruction
- Revolving Activities
- Contractual & Administrative Provisions



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Auxiliary Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Auxiliary Fund Total				
Resources				
Beginning Fund Balance	\$ 8,990,331	\$ 9,868,141	\$ 9,921,852	\$ 11,549,495
Tuition and Fees	2,837,099	3,185,337	3,710,065	2,841,020
Grants and Contracts	397,408	772,367	715,908	415,735
Other Income	1,333,630	361,685	978,600	876,800
Sales of Goods and Services	6,859	7,991	21,000	21,000
Program and Fee Income	679,160	504,627	1,128,319	1,224,193
Donations	272,435	61,011	47,641	135,141
Interest Income	290,721	111,788	164,367	160,939
Transfers In	1,638,626	3,682,687	1,676,813	1,731,800
Total resources	<u>\$ 16,446,269</u>	<u>\$ 18,555,634</u>	<u>\$ 18,364,565</u>	<u>\$ 18,956,123</u>
Requirements				
Personnel Services	\$ 4,306,838	\$ 5,289,168	\$ 5,433,429	\$ 6,183,288
Materials and Services	1,706,718	1,542,653	3,585,375	3,013,044
Capital Outlay	365,844	96,309	604,000	493,986
Transfers Out	198,728	656,191	557,000	1,435,000
Ending Fund Balance	9,868,141	10,971,313	8,184,761	7,830,805
Total Requirements	<u>\$ 16,446,269</u>	<u>\$ 18,555,634</u>	<u>\$ 18,364,565</u>	<u>\$ 18,956,123</u>

Financial Aid Fund

Statement of Purpose: The Financial Aid Fund is an expendable trust type. Student financial aid funds are received from federal, state, and local sources. These funds must be disbursed for the purposes and according to the rules and regulations of the grantor.

Financial Aid Activities

- Federal Grants
- State Grants
- Financial Aid – Institutional
- Financial Aid - Other



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Financial Aid Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Financial Aid Fund Total				
Resources				
Beginning Fund Balance	\$ 622,352	\$ 862,882	\$ 728,782	\$ 599,000
Foundation Contributions	1,454,456	1,397,826	1,800,000	1,800,000
Grants	11,197,719	8,400,895	20,052,000	13,052,000
Other Income	16,480	14,564	29,000	29,000
Trust and Interest Income	35,001	25,416	28,071	28,071
Transfers In	220,173	190,991	150,000	150,000
Total Resources	\$ 13,546,181	\$ 10,892,574	\$ 22,787,853	\$ 15,658,071
Requirements				
Personnel Services	\$ 146,538	\$ 36,441	\$ 205,240	\$ 203,565
Materials and Services	12,498,770	10,066,786	21,967,735	14,969,500
Transfers Out	37,991	8,809	150,000	150,000
Ending Fund Balance	862,882	780,538	464,878	335,006
Total Requirements	\$ 13,546,181	\$ 10,892,574	\$ 22,787,853	\$ 15,658,071



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Trust and Agency Fund

Statement of Purpose: The Trust and Agency Fund accounts for endowment and agency type funds. Spending limits are legally restricted and funding can only be used for permitted purposes.

Trust and Agency Activities

- Robert Clark Trust Fund
- Oregon Community College Library Association



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Trust and Agency Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Trust & Agency Fund Total Resources				
Beginning Fund Balance	\$ 384,410	\$ 408,474	\$ 402,501	\$ 396,334
Other Income	23,298		1,700	1,700
Interest Income	8,684	3,133	7,632	7,632
Total Resources	<u>\$ 416,392</u>	<u>\$ 411,607</u>	<u>\$ 411,833</u>	<u>\$ 405,666</u>
Requirements				
Materials and Services	7,918	8,410	18,500	18,500
Ending Fund Balance	408,474	403,197	393,333	387,166
	<u>\$ 416,392</u>	<u>\$ 411,607</u>	<u>\$ 411,833</u>	<u>\$ 405,666</u>

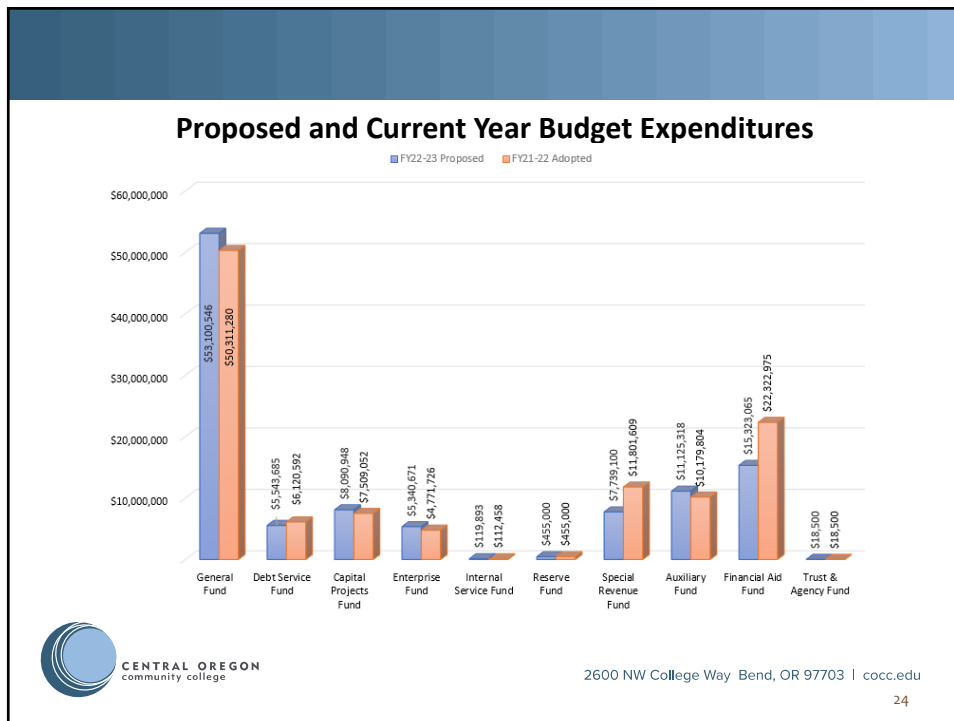


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Proposed and Current Year Budget Expenditures

Funds	2021-22 Current Budget	2022-23 Proposed Budget	\$ Change	% Change	Key Changes
General Fund	\$ 50,311,280	\$ 53,100,546	\$ 2,789,266	5.5%	<i>Increases in personnel services (\$2M), transfers-out (\$744K), and insurance expense (\$50K).</i>
Debt Service Fund	6,120,592	5,543,685	(576,907)	-9.4%	<i>Increase in principal payments (\$174K), net of decrease in interest payments (\$751K). Increases in Repair and Replacement (\$690K), Life Cycle Tech and IT Server/Infrastructure (\$83k), Instructional Equipment (\$45k), Campus Center Building (\$50k), and Chandler Remodel (\$40k), net of decreases in New Construction (\$63k) and Capital Equipment (\$1M).</i>
Capital Projects Fund	7,509,052	8,090,948	581,896	7.7%	
Enterprise Fund	4,771,726	5,340,671	568,945	11.9%	<i>Increases in Materials and Supplies and Capital Outlay (\$27k) and Transfers Out (\$524k).</i>
Internal Service Fund	112,458	119,893	7,435	6.6%	<i>Minimal increases to Materials and Services (\$2k) and Transfers out (\$5k).</i>
Reserve Fund	455,000	455,000	-	0.0%	
Special Revenue Fund	11,801,609	7,739,100	(4,062,509)	-34.4%	<i>Increases in State Grants (\$428k), Other Grants(\$108k), and Contracts (\$131k), net of decrease in Federal Grants (\$4.7M).</i>
Auxiliary Fund	10,179,804	11,125,318	945,514	9.3%	<i>Increases Contractual & Administrative Provisions (\$34K), and Revolving Activities (\$58K), net of decreases in Non-General Fund Instruction (\$917K), and Self-Sustaining Activities (\$196K).</i>
Financial Aid Fund	22,322,975	15,323,065	(6,999,910)	-31.4%	<i>Decrease in Federal Grants related to CARES Funding spent in FY22</i>
Trust & Agency Fund	18,500	18,500	-	0.0%	
Total of All Funds	\$113,602,996	\$106,856,726	\$(6,746,270)		


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Summary of Interfund Transfers – General Fund Transfer Out


Transfers-out			Transfers-in			
Department	General Fund	Purpose of Transfers	Auxiliary Fund	Capital Projects Fund	Special Revenue Fund	Total
Instruction	(\$1,014,623)	ABS, Community Learning, and Small Business Development Center support	\$974,623		\$40,000	\$1,014,623
Instructional Support	(\$338,276)	Faculty professional improvement, sabbatical, accreditation and instructional equipment.	\$338,276			\$338,276
Student Services	(\$1,250)	Student honors	\$1,250			\$1,250
College Support Services	(\$977,651)	Innovation, administrative & classified training, foundation staff support, IT Lifecycle, Capital Repairs	\$352,651	\$625,000		\$977,651
Total General Fund	(\$2,331,800)		\$1,666,800	\$625,000	\$40,000	\$2,331,800



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Summary of Interfund Transfers – Non-General Fund Transfer Out

Transfers-out			Transfers-in					
Fund	Non-General Funds	Purpose of Transfers	Auxiliary Fund	Capital Projects Fund	Debt Service Fund	Financial Aid Fund	General Fund	Total
Reserve Fund	(\$430,000)	General fund support.					\$430,000	\$430,000
Enterprise Fund	(\$1,792,743)	Bookstore and food service general fund support, residence hall debt service			\$1,157,743		\$635,000	\$1,792,743
Auxiliary Fund	(\$1,435,000)	Faculty professional improvement, student government clubs, programs, Madras Campus and general fund support.	\$65,000	\$75,000			\$1,295,000	\$1,435,000
Special Revenue	(\$2,500,000)	CARES Grant Revenue Replacement					\$2,500,000	\$2,500,000
Financial Aid Fund	(\$150,000)	College match on work study and Merit Scholarships				\$150,000		\$150,000
Total Non-General Fund	(\$6,307,743)		\$65,000	\$75,000	\$1,157,743	\$150,000	\$4,860,000	\$6,307,743




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Expenditure and Budget Appropriation Summary - All Funds

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
General Fund	\$ 43,843,301	\$ 43,346,405	\$ 50,311,280	\$ 53,100,546
Debt Service Fund	5,801,776	5,963,045	6,120,592	5,543,685
Capital Projects Fund	1,457,987	999,638	7,509,052	8,090,948
Enterprise Fund	4,427,727	1,981,708	4,771,726	5,340,671
Internal Service Fund	232,449	106,331	112,458	119,893
Reserve Fund	(2,978)	15,196	455,000	455,000
Special Revenue Fund	3,352,460	6,419,239	11,801,609	7,739,100
Auxiliary Fund	6,578,128	7,584,321	10,179,804	11,125,318
Financial Aid Fund	12,683,299	10,112,036	22,322,975	15,323,065
Trust & Agency Fund	7,918	8,410	18,500	18,500
Total Requirements	\$ 78,382,067	\$ 76,536,329	\$ 113,602,996	\$ 106,856,726



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- Guiding Principles – 2022-23 Budget**
- Retain Board’s required General Fund reserve 10% (~16%).
 - Manage fiscal years 2020-21 and 2021-22 to balanced (positive) financial operating positions. Expenditures are within legal appropriation limits.
 - General Fund budget includes \$800K operating contingency.
 - Conservative revenue and expenditure projections.
 - Long-term obligations are in full compliance with debt covenants and continuing disclosure requirements. Maintain high credit rating (S&P AA) and clean audit opinions from external auditors.
 - Adequate spending appropriation for financial aid, grants, contracts and new programs.
 - Adequate resources for facilities maintenance, repairs and information technology.
- 

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Budget Committee Budget Approval

- Are there any questions about the budget development and implementation of the *2022-23 Proposed Budget*?
- If not, the Budget Committee is now asked to approve the 2022-23 Fiscal Year Budget including the property tax rate and general obligation bonds property tax levy. The 2022-23 Budget Resolution has been provided in your materials.



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Central Oregon Community College
2022-23 Budget

Debt Service Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Resources				
Beginning Fund Balance	\$ 350,172	\$ 369,570	\$ 341,253	\$ 390,239
Tax Revenue - Current	3,210,949	3,332,636	3,302,174	2,709,059
Tax Revenue - Prior	116,127	90,464	70,000	70,000
PERS Reserve Charge	1,212,023	1,286,542	1,346,542	1,411,542
Interest Income	20,487	1,699	3,562	3,562
Transfers In	1,261,588	1,263,988	1,263,988	1,157,743
Total Resources	\$ 6,171,346	\$ 6,344,899	\$ 6,327,519	\$ 5,742,145
Requirements				
Principal Payments	\$ 2,553,324	\$ 2,740,746	\$ 2,948,180	\$ 3,122,476
Interest Payments	3,248,452	3,221,099	3,171,812	2,420,609
Materials and Services		1,200	600	600
Ending Fund Balance	369,570	381,854	206,927	198,460
Total Requirements	\$ 6,171,346	\$ 6,344,899	\$ 6,327,519	\$ 5,742,145
Debt Service Fund Total				
Beginning Fund Balance	\$ 350,172	\$ 369,570	\$ 341,253	\$ 390,239
Total Resources	5,821,174	5,975,329	5,986,266	5,351,906
Total Requirements	5,801,776	5,963,045	6,120,592	5,543,685
Ending Fund Balance	\$ 369,570	\$ 381,854	\$ 206,927	\$ 198,460

Central Oregon Community College
2022-23 Budget

Debt Service Fund - Resources and Requirements by Issue

	2010 General Obligation Bonds	2003 Pension Obligation Bonds	2014 FFC Obligation Bonds	Fiscal Year 2022-23 PROPOSED Budget
Resources				
Beginning Fund Balance	\$ 381,000	\$	\$ 9,239	\$ 390,239
Tax Revenue - Current	2,709,059			2,709,059
Tax Revenue - Prior	70,000			70,000
PERS Reserve Charge		1,411,542		1,411,542
Interest Income	3,539		23	3,562
Transfers In			1,157,743	1,157,743
Total Resources	<u>\$ 3,163,598</u>	<u>\$ 1,411,542</u>	<u>\$ 1,167,005</u>	<u>\$ 5,742,145</u>
Requirements				
Principal Payments	\$ 2,120,000	\$ 307,476	\$ 695,000	\$ 3,122,476
Interest Payments	854,400	1,104,066	462,143	2,420,609
Materials and Services			600	600
Ending Fund Balance	189,198		9,262	198,460
Total Requirements	<u>\$ 3,163,598</u>	<u>\$ 1,411,542</u>	<u>\$ 1,167,005</u>	<u>\$ 5,742,145</u>

**Central Oregon Community College
2022-23 Budget**

Capital Projects Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Resources				
Beginning Fund Balance	\$ 5,324,496	\$ 4,978,398	\$ 5,576,406	\$ 5,659,000
Other Income	174,335	232,999	3,000,000	3,000,000
Interest Income	100,361	17,498	48,838	48,505
Transfers In	837,193	1,159,549	127,400	700,000
Total Resources	<u>\$ 6,436,385</u>	<u>\$ 6,388,444</u>	<u>\$ 8,752,644</u>	<u>\$ 9,407,505</u>
Requirements				
Personnel Services	\$ 76,566	\$ 18,115	\$ 89,652	
Materials and Services	707,519	522,659	2,265,000	1,883,000
Capital Outlay	573,902	458,864	5,054,400	6,207,948
Transfers Out	100,000		100,000	
Ending Fund Balance	4,978,398	5,388,806	1,243,592	1,316,557
Total Requirements	<u>\$ 6,436,385</u>	<u>\$ 6,388,444</u>	<u>\$ 8,752,644</u>	<u>\$ 9,407,505</u>

Central Oregon Community College
2022-23 Budget

Capital Projects Fund - Resources and Requirements by Project

	<u>FTE</u>	<u>New Construction & Renovation</u>	<u>Repair and Replacement</u>	<u>Bookstore Construction</u>	<u>Life Cycle Technology Replacement</u>	<u>IT Server/ Infrastructure</u>	<u>Capital Equipment Fund</u>
Resources							
Beginning Fund Balance		\$ 1,470,000	\$ 900,000	\$ 198,000	\$ 307,000	\$ 1,008,000	\$ 90,000
Other Income							
Interest Income		16,948	4,377	1,977	4,219	9,480	1,391
Transfers In			400,000		225,000		
Total Resources		<u>\$ 1,486,948</u>	<u>\$ 1,304,377</u>	<u>\$ 199,977</u>	<u>\$ 536,219</u>	<u>\$ 1,017,480</u>	<u>\$ 91,391</u>
Requirements							
Personnel Services		\$	\$	\$	\$	\$	\$
Materials and Services		700,000	250,000	100,000		600,000	
Capital Outlay		786,948	950,000		400,000	200,000	31,000
Transfers Out							
Ending Fund Balance			104,377	99,977	136,219	217,480	60,391
Total Requirements	<u>0.0</u>	<u>\$ 1,486,948</u>	<u>\$ 1,304,377</u>	<u>\$ 199,977</u>	<u>\$ 536,219</u>	<u>\$ 1,017,480</u>	<u>\$ 91,391</u>

Central Oregon Community College
2022-23 Budget

Capital Projects Fund - Resources and Requirements by Project

	FTE	Instructional Equipment	Campus Center Building	Chandler Remodel	Higher Ed Bldg. Maint and Repair	Real Estate Development	Miscellaneous Projects	Fiscal Year 2022-23 PROPOSED Budget
Resources								
Beginning Fund Balance		\$ 70,000	\$ 419,000	\$ 144,000	\$ 294,000	\$ 510,000	\$ 249,000	\$ 5,659,000
Other Income						3,000,000		3,000,000
Interest Income			4,179	1,439	2,936		1,559	48,505
Transfers In							75,000	700,000
Total Resources		<u>\$ 70,000</u>	<u>\$ 423,179</u>	<u>\$ 145,439</u>	<u>\$ 296,936</u>	<u>\$ 3,510,000</u>	<u>\$ 325,559</u>	<u>\$ 9,407,505</u>
Requirements								
Personnel Services		\$	\$	\$	\$	\$	\$	\$
Materials and Services			50,000	20,000			163,000	1,883,000
Capital Outlay		70,000	300,000	120,000	275,000	3,000,000	75,000	6,207,948
Transfers Out								
Ending Fund Balance			73,179	5,439	21,936	510,000	87,559	1,316,557
Total Requirements	<u>0.0</u>	<u>\$ 70,000</u>	<u>\$ 423,179</u>	<u>\$ 145,439</u>	<u>\$ 296,936</u>	<u>\$ 3,510,000</u>	<u>\$ 325,559</u>	<u>\$ 9,407,505</u>

Central Oregon Community College
2022-23 Budget

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Wickiup Hall					
Resources					
Beginning Net Working Capital		\$ 412,314	\$ 322,889	\$ -	\$ -
Other Income		6,527		4,500	4,500
Room Fee		1,333,520	24,200	2,142,842	2,184,182
Interest Income		9,933	1,531		
Transfers In		663,473	1,830,000		
Total Resources		<u>\$ 2,425,767</u>	<u>\$ 2,178,620</u>	<u>\$ 2,147,342</u>	<u>\$ 2,188,682</u>
Requirements					
Personnel Services	4.1	\$ 360,823	\$ 306,411	\$ 355,348	\$ 383,011
Materials and Services		467,761	229,166	181,727	184,333
Capital Outlay		2,706			
Transfers Out		1,261,588		1,263,988	1,247,743
Ending Net Working Capital		332,889	1,643,043	346,279	373,595
Total Requirements	<u>4.1</u>	<u>\$ 2,425,767</u>	<u>\$ 2,178,620</u>	<u>\$ 2,147,342</u>	<u>\$ 2,188,682</u>
Residence Hall Building Reserve					
Resources					
Beginning Net Working Capital		\$ 545,206	\$ 555,681	\$ 555,681	\$ 470,000
Interest Income		10,475	1,671	5,273	5,273
Transfers In					
Total Resources		<u>\$ 555,681</u>	<u>\$ 557,352</u>	<u>\$ 560,954</u>	<u>\$ 475,273</u>
Requirements					
Materials and Services		\$	\$	\$ 100,000	\$ 100,000
Transfers Out			56,824		
Ending Net Working Capital		555,681	500,528	460,954	375,273
Total Requirements	<u>-</u>	<u>\$ 555,681</u>	<u>\$ 557,352</u>	<u>\$ 560,954</u>	<u>\$ 475,273</u>

Central Oregon Community College
2022-23 Budget

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Residence Hall Summer Programs					
Resources					
Beginning Net Working Capital		\$ 176,537	\$ 154,578	\$ 154,500	\$ 156,000
Program Income		20,411	31,122	130,000	130,000
Interest Income		3,160	493	1,551	1,551
Total Resources		<u>\$ 200,108</u>	<u>\$ 186,193</u>	<u>\$ 286,051</u>	<u>\$ 287,551</u>
Requirements					
Personnel Services	0.1	\$ 1,183	\$	\$ 2,553	\$ 2,624
Materials and Services		19,347		72,000	72,000
Transfers Out		25,000	30,000		40,000
Ending Net Working Capital		154,578	156,193	211,498	172,927
Total Requirements	<u>0.1</u>	<u>\$ 200,108</u>	<u>\$ 186,193</u>	<u>\$ 286,051</u>	<u>\$ 287,551</u>
Residence Hall Technology Reserve					
Resources					
Beginning Net Working Capital		\$ 111,836	\$ 113,985	\$	\$
Interest Income		2,149			
Transfers In					
Total Resources		<u>\$ 113,985</u>	<u>\$ 113,985</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements					
Materials and Services		\$	\$	\$	\$
Transfers Out			113,985		
Ending Net Working Capital		113,985			
Total Requirements	<u>-</u>	<u>\$ 113,985</u>	<u>\$ 113,985</u>	<u>\$ -</u>	<u>\$ -</u>
Juniper Hall Operations					
Resources					
Beginning Net Working Capital		\$ 204,237	\$ 208,161	\$	\$
Program Income					
Interest Income		3,924	658		
Total Resources		<u>\$ 208,161</u>	<u>\$ 208,819</u>	<u>\$ -</u>	<u>\$ -</u>
Requirements					
Personnel Services		\$	\$	\$	\$
Materials and Services					
Transfers Out					
Ending Net Working Capital		208,161	208,819		
Total Requirements	<u>-</u>	<u>\$ 208,161</u>	<u>\$ 208,819</u>	<u>\$ -</u>	<u>\$ -</u>

Central Oregon Community College
2022-23 Budget

Enterprise Fund - Resources and Requirements

	FTE	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Food Service Operations					
Resources					
Beginning Net Working Capital		\$ 1,148,050	\$ 1,305,184	\$ 1,100,000	\$ 1,300,000
Food Services		995,389	18,246	1,450,000	1,515,250
Interest Income		24,288	3,831	20,000	20,000
Total Resources		<u>\$ 2,167,727</u>	<u>\$ 1,327,261</u>	<u>\$ 2,570,000</u>	<u>\$ 2,835,250</u>
Requirements					
Personnel Services	0.6	\$ 80,987	\$ 86,714	\$ 86,747	\$ 89,363
Materials and Services		700,630	45,398	1,400,000	1,400,000
Capital Outlay		5,926		50,000	75,000
Transfers Out		75,000	200,000		300,000
Ending Net Working Capital		1,305,184	995,149	1,033,253	970,887
Total Requirements	<u>0.6</u>	<u>\$ 2,167,727</u>	<u>\$ 1,327,261</u>	<u>\$ 2,570,000</u>	<u>\$ 2,835,250</u>
Bookstore					
Resources					
Beginning Net Working Capital		\$ 1,987,370	\$ 1,749,349	\$ 1,148,370	\$ 1,000,000
Bookstore Sales		1,160,304	700,156	950,000	950,000
Interest Income		28,451	4,029	25,000	
Total Resources		<u>\$ 3,176,125</u>	<u>\$ 2,453,534</u>	<u>\$ 2,123,370</u>	<u>\$ 1,950,000</u>
Requirements					
Personnel Services	4.9	\$ 466,797	\$ 360,625	\$ 449,363	\$ 436,597
Materials and Services		959,979	552,145	790,000	790,000
Capital Outlay			440	20,000	20,000
Transfers Out					200,000
Ending Net Working Capital		1,749,349	1,540,324	864,007	503,403
Total Requirements	<u>4.9</u>	<u>\$ 3,176,125</u>	<u>\$ 2,453,534</u>	<u>\$ 2,123,370</u>	<u>\$ 1,950,000</u>

**Central Oregon Community College
2022-23 Budget**

Enterprise Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Enterprise Fund Total				
Resources				
Beginning Net Working Capital	\$ 4,585,550	\$ 4,409,827	\$ 2,958,551	\$ 2,926,000
Program Income	3,516,151	773,724	4,677,342	4,783,932
Interest Income	82,380	12,213	51,824	26,824
Transfer In	663,473	1,830,000		
Total Resources	\$ 8,847,554	\$ 7,025,764	\$ 7,687,717	\$ 7,736,756
Requirements				
Personnel Services	\$ 909,790	\$ 753,750	\$ 894,011	\$ 911,595
Materials and Services	2,147,717	826,709	2,543,727	2,546,333
Capital Outlay	8,632	440	70,000	95,000
Transfers Out	1,361,588	400,809	1,263,988	1,787,743
Ending Net Working Capital	4,419,827	5,044,056	2,915,991	2,396,085
Total Requirements	\$ 8,847,554	\$ 7,025,764	\$ 7,687,717	\$ 7,736,756

**Central Oregon Community College
2022-23 Budget**

Internal Service Fund - Resources and Requirements

	FTE	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Centralized Services					
Resources					
Beginning Fund Balance		\$ 180,606	\$ 133,429	\$ 101,000	\$ 100,000
User Charges		70,668	23,631	40,000	40,000
Interest Income		3,020	396	2,500	2,500
Total Resources		<u>\$ 254,294</u>	<u>\$ 157,456</u>	<u>\$ 143,500</u>	<u>\$ 142,500</u>
Requirements					
Personnel Services	0.1	\$ 60,354	\$ 29,520	\$ 14,458	\$ 14,893
Materials and Services		60,511	14,362	30,000	34,000
Capital Outlay				5,000	5,000
Transfers Out					5,000
Ending Fund Balance		133,429	113,574	94,042	83,607
Total Requirements	<u>0.1</u>	<u>\$ 254,294</u>	<u>\$ 157,456</u>	<u>\$ 143,500</u>	<u>\$ 142,500</u>
Copier Activities					
Resources					
Beginning Fund Balance		\$ 28,235	\$ 331	\$ 1,000	\$ -
User Charges		83,337	30,311	98,000	85,000
Interest Income		343		40	
Total Resources		<u>\$ 111,915</u>	<u>\$ 30,642</u>	<u>\$ 99,040</u>	<u>\$ 85,000</u>
Requirements					
Materials and Services		\$ 111,584	\$ 62,449	\$ 62,000	\$ 60,000
Capital Outlay				1,000	1,000
Transfers Out					
Ending Fund Balance		331	(31,807)	36,040	24,000
Total Requirements	<u>-</u>	<u>\$ 111,915</u>	<u>\$ 30,642</u>	<u>\$ 99,040</u>	<u>\$ 85,000</u>

Central Oregon Community College
2022-23 Budget

Internal Service Fund - Resources and Requirements

	FTE	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Internal Service Fund Total					
Resources					
Beginning Fund Balance		\$ 208,841	\$ 133,760	\$ 102,000	\$ 100,000
User Charges		154,005	53,942	138,000	125,000
Interest Income		3,363	396	2,540	2,500
Total Resources		<u>\$ 366,209</u>	<u>\$ 188,098</u>	<u>\$ 242,540</u>	<u>\$ 227,500</u>
Requirements					
Personnel Services		\$ 60,354	\$ 29,520	\$ 14,458	\$ 14,893
Materials and Services		172,095	76,811	92,000	94,000
Capital Outlay		-	-	6,000	6,000
Transfers Out		-	-	-	5,000
Ending Fund Balance		133,760	81,767	130,082	107,607
Total Requirements		<u>\$ 366,209</u>	<u>\$ 188,098</u>	<u>\$ 242,540</u>	<u>\$ 227,500</u>

Central Oregon Community College
2022-23 Budget

Reserve Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Retiree Benefit Reserve				
Resources				
Beginning Fund Balance	\$ 459,227	\$ 471,057	\$ 310,623	\$ 347,000
Interest Income	8,852	1,481	3,908	3,908
Total Resources	<u>\$ 468,079</u>	<u>\$ 472,538</u>	<u>\$ 314,531</u>	<u>\$ 350,908</u>
Requirements				
Materials and Services	\$ (2,978)	\$ 7,598	\$ 25,000	\$ 25,000
Transfers Out			130,000	130,000
Ending Fund Balance	471,057	464,940	159,531	195,908
Total Requirements	<u>\$ 468,079</u>	<u>\$ 472,538</u>	<u>\$ 314,531</u>	<u>\$ 350,908</u>
PERS Reserve				
Resources				
Beginning Fund Balance	\$ 1,233,700	\$ 1,251,640	\$ 601,640	\$ 654,000
Interest Income	17,940	3,017	7,766	7,766
Total Resources	<u>\$ 1,251,640</u>	<u>\$ 1,254,657</u>	<u>\$ 609,406</u>	<u>\$ 661,766</u>
Requirements				
Transfers Out	\$	\$	\$ 300,000	\$ 300,000
Ending Fund Balance	1,251,640	1,254,657	309,406	361,766
Total Requirements	<u>\$ 1,251,640</u>	<u>\$ 1,254,657</u>	<u>\$ 609,406</u>	<u>\$ 661,766</u>

Central Oregon Community College
2022-23 Budget

Reserve Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Reserve Fund Total				
Resources				
Beginning Fund Balance	\$ 1,692,927	\$ 1,722,697	\$ 912,263	\$ 1,001,000
Interest Income	26,792	4,498	11,674	11,674
Total Resources	<u>\$ 1,719,719</u>	<u>\$ 1,727,195</u>	<u>\$ 923,937</u>	<u>\$ 1,012,674</u>
Requirements				
Materials and Services	\$ (2,978)	\$ 7,598	\$ 25,000	\$ 25,000
Transfers Out			430,000	430,000
Ending Fund Balance	1,722,697	1,719,597	468,937	557,674
Total Requirements	<u>\$ 1,719,719</u>	<u>\$ 1,727,195</u>	<u>\$ 923,937</u>	<u>\$ 1,012,674</u>

Central Oregon Community College
2022-23 Budget

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Federal Grants				
Resources				
Beginning Fund Balance	\$ 8,405	\$ 19,434	\$ 10,000	\$ 176,500
Federal Grants	1,992,095	4,866,748	9,450,353	4,620,961
Tuition and Fees	10,560	10,685	15,000	30,000
Transfers In	40,000	40,000	40,000	40,000
Total Resources	\$ 2,051,060	\$ 4,936,867	\$ 9,515,353	\$ 4,867,461
Requirements				
Personnel Services	\$ 733,328	\$ 955,833	\$ 724,640	\$ 645,552
Materials and Services	242,407	841,803	6,314,058	1,630,581
Capital Outlay	60,017	47,029	196,655	
Transfers Out	995,874	3,062,608	2,270,000	2,500,000
Ending Fund Balance	19,434	29,594	10,000	91,328
Total Requirements	\$ 2,051,060	\$ 4,936,867	\$ 9,515,353	\$ 4,867,461
State Grants				
Resources				
Beginning Fund Balance	\$ 174,316	\$ 70,573	\$ 29,000	\$ 11,347
State Grants	448,319	567,096	692,764	1,134,554
Other Income	21,652	3,500		
Transfers In				
Total Resources	\$ 644,287	\$ 641,169	\$ 721,764	\$ 1,145,901
Requirements				
Personnel Services	\$ 206,498	\$ 456,362	\$ 627,412	\$ 869,426
Materials and Services	229,212	132,057	90,352	276,475
Capital Outlay	1,829			
Transfers Out	136,175			
Ending Fund Balance	70,573	52,750	4,000	
Total Requirements	\$ 644,287	\$ 641,169	\$ 721,764	\$ 1,145,901

Central Oregon Community College
2022-23 Budget

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Other Grants				
Resources				
Beginning Fund Balance	\$ 231,320	\$ 301,640	\$ 216,285	\$ 455,563
Other Grants	261,312	182,563	116,706	163,564
Transfers In	10,978			
Total Resources	<u>\$ 503,610</u>	<u>\$ 484,203</u>	<u>\$ 332,991</u>	<u>\$ 619,127</u>
Requirements				
Personnel Services	\$ 99,470	\$ 154,779	\$ 163,142	\$ 212,317
Materials and Services	37,508	24,034	164,914	221,105
Capital Outlay	64,992			2,500
Transfers Out				
Ending Fund Balance	301,640	305,390	4,935	183,205
Total Requirements	<u>\$ 503,610</u>	<u>\$ 484,203</u>	<u>\$ 332,991</u>	<u>\$ 619,127</u>
Contracts				
Resources				
Beginning Fund Balance	\$ 91,469	\$ 169,804	\$ 30,000	\$ 165,474
Contract Income	713,485	586,019	220,436	178,500
State Grants	110,000	61,426		127,421
Total Resources	<u>\$ 914,954</u>	<u>\$ 817,249</u>	<u>\$ 250,436</u>	<u>\$ 471,395</u>
Requirements				
Personnel Services	\$ 564,496	\$ 359,961	\$ 147,861	\$ 275,210
Materials and Services	179,522	50,583	102,575	105,934
Capital Outlay	1,132			
Transfers Out		334,190		
Ending Fund Balance	169,804	72,515		90,251
Total Requirements	<u>\$ 914,954</u>	<u>\$ 817,249</u>	<u>\$ 250,436</u>	<u>\$ 471,395</u>
New Programs				
Resources				
Beginning Fund Balance	\$	\$	\$	\$
Grants and Contracts Income			1,000,000	1,000,000
Total Resources	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>
Requirements				
Materials and Services	\$	\$	\$ 1,000,000	\$ 1,000,000
Ending Fund Balance				
Total Requirements	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>	<u>\$ 1,000,000</u>

**Central Oregon Community College
2022-23 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Special Revenue Fund Total				
Resources				
Beginning Fund Balance	\$ 505,510	\$ 561,451	\$ 285,285	\$ 808,884
Federal Grants	1,992,095	4,866,748	9,450,353	4,620,961
State Grants	558,319	628,522	692,764	1,261,975
Other Grants	261,312	182,563	1,116,706	1,163,564
Tuition and Fees	10,560	10,685	15,000	30,000
Contract Income	713,485	586,019	220,436	178,500
Other Income	21,652	3,500	-	0
Transfers In	50,978	40,000	40,000	40,000
Total Resources	\$ 4,113,911	\$ 6,879,488	\$ 11,820,544	\$ 8,103,884
Requirements				
Personnel Services	\$ 1,603,792	\$ 1,926,935	\$ 1,663,055	\$ 2,002,505
Materials and Services	688,649	1,048,477	7,671,899	3,234,095
Capital Outlay	127,970	47,029	196,655	2,500
Transfers Out	1,132,049	3,396,798	2,270,000	2,500,000
Ending Fund Balance	561,451	460,249	18,935	364,784
Total Requirements	\$ 4,113,911	\$ 6,879,488	\$ 11,820,544	\$ 8,103,884

Central Oregon Community College
2022-23 Budget

Special Revenue Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Contingency	Fiscal Year 2022-23 PROPOSED Budget
Federal Grants							
ABE - Special Projects	5.8	\$ 317,193	\$ 40,530	\$	\$	\$	\$ 357,723
Carl Perkins	0.7	20,600	34,400				55,000
SBA Grant	0.3	33,000					33,000
SBA Grant Match	0.5	40,000					40,000
Better Together HSEP	1.3	110,116	7,816				117,932
CARES/CRRSAA/ARP Grants			600,000		2,500,000		3,100,000
Higher Ed Emergency Relief Fund			653,000				653,000
Adv Manufacturing & Cybersecurity	1.0	75,957	60,171				136,128
Child Care Access Partents in School	0.1	7,612	53,063				60,675
Childcare Business Accelerator Prgm			62,500				62,500
Local Public Health Workforce	0.6	41,074	44,101				85,175
Early Childcare Business Accel Pgm			75,000				75,000
Ending Fund Balance							91,328
Total Requirements	<u>10.3</u>	<u>\$ 645,552</u>	<u>\$ 1,630,581</u>	<u>\$ -</u>	<u>\$ 2,500,000</u>	<u>\$ -</u>	<u>\$ 4,867,461</u>
State Grants							
OBDD	1.7	\$ 112,000	\$	\$	\$	\$	\$ 112,000
ABS Pathways Grant	0.5	68,004					68,004
OR Develop Ed Work Group			1,347				1,347
First Generation Student Success	1.5	141,479	70,099				211,578
Pathways To Opportunity			24,000				24,000
HECC Deer Ridge ABS	4.6	522,643	17,000				539,643
HECC Benefits Navigator			160,000				160,000
Capmus Veteran Resource Center	0.3	25,300	4,029				29,329
Ending Fund Balance							
Total Requirements	<u>8.5</u>	<u>\$ 869,426</u>	<u>\$ 276,475</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,145,901</u>

Central Oregon Community College
2022-23 Budget

Special Revenue Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Contingency	Fiscal Year 2022-23 PROPOSED Budget
Other Grants							
Veteran-Partnership to End Poverty		\$	\$ 3,000	\$	\$	\$	\$ 3,000
Meyer Memorial-Latix, Nat. Amer. & Afro	0.5	\$ 37,169	\$ 34,101				71,270
Deer Ridge Entrepreneurship			4,000				4,000
Portland CC STEP	1.0	96,370	7,000				103,370
ECW-Allied Health Programs	0.1	4,361	500				4,861
Oregon Humanities Red Door Project			1,000				1,000
St. Charles Red Door Project			2,000				2,000
D.C.C. Red Door Project			2,900				2,900
Adv. Literacy Acquisition Early		400	15,258				15,658
PSH-Peer Support Specialist			4,953				4,953
Ford Family College Success Prgm			25,000				25,000
OEA Health & Well-being Support	0.1	2,760	3,690				6,450
COHC-Culturally Specific Prep Prgm			10,000				10,000
COHC Public Health Workforce	0.6	42,324	44,101				86,425
COHC Improving D&I in CO Appren.			33,452				33,452
OR Inclusive Career Adv Prgm	0.5	28,933	30,150				59,083
Deschutes County Electric Vehilce				2,500			2,500
Ending Fund Balance							183,205
Total Requirements	<u>2.8</u>	<u>\$ 212,317</u>	<u>\$ 221,105</u>	<u>\$ 2,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 619,127</u>
Contracts							
Deer Ridge Welding Program	1.3	\$ 87,257	\$ 49,638	\$	\$	\$	\$ 136,895
Improving HS Graduation Rates	0.3	\$ 7,704	\$ 48,296				56,000
SCHS MA Partnership	2.6	\$ 180,249	\$ 8,000				188,249
Ending Fund Balance							90,251
Total Requirements	<u>4.2</u>	<u>\$ 275,210</u>	<u>\$ 105,934</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 471,395</u>
New Programs							
New Programs		\$	\$ 1,000,000	\$	\$	\$	\$ 1,000,000
Ending Fund Balance							
Total Requirements	<u>-</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,000,000</u>

**Central Oregon Community College
2022-23 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Self-Sustaining Activities				
Resources				
Beginning Fund Balance	\$ 3,659,255	\$ 4,123,392	\$ 3,785,730	\$ 4,242,395
Tuition and Fees	177,918	183,922	333,065	333,065
Other Income	882,612	707,730	883,600	781,800
Sales of Goods and Services	6,730	2,906	17,000	17,000
Program and Fee Income	223,342	61,680	286,919	291,100
Donations	38,441	37,587	26,141	30,141
Interest Income	75,065	13,060	38,509	34,243
Transfers In	245,876	447,126	257,126	165,126
Total Resources	\$ 5,309,239	\$ 5,577,403	\$ 5,628,090	\$ 5,894,870
Requirements				
Personnel Services	\$ 454,713	\$ 471,471	\$ 783,887	\$ 946,059
Materials and Services	464,039	382,157	1,070,232	1,065,366
Capital Outlay	108,367	39,279	319,000	158,000
Transfers Out	158,728	616,191	107,000	160,000
Ending Fund Balance	4,123,392	4,068,305	3,347,971	3,565,445
Total Requirements	\$ 5,309,239	\$ 5,577,403	\$ 5,628,090	\$ 5,894,870
Non-General Fund Instruction				
Resources				
Beginning Fund Balance	\$ 3,582,008	\$ 3,988,359	\$ 4,672,795	\$ 5,528,200
Tuition and Fees	2,659,181	3,001,415	3,377,000	2,507,955
Other Income	383,653	(376,218)	65,000	65,000
Sales of Goods and Services	129	5,085	4,000	4,000
Program and Fee Income	441,596	430,130	826,400	918,093
Donations	189,535	1,000	10,000	105,000
Interest Income	112,842	21,954	38,304	39,304
Transfers In	1,037,834	2,211,399	933,526	969,623
Total resources	\$ 8,406,778	\$ 9,283,124	\$ 9,927,025	\$ 10,137,175
Requirements				
Personnel Services	\$ 3,127,816	\$ 3,206,382	\$ 3,690,391	\$ 4,138,871
Materials and Services	1,100,560	992,602	1,648,088	1,415,790
Capital Outlay	190,043	53,580	285,000	333,000
Transfers Out			210,000	800,000
Ending Fund Balance	3,988,359	5,030,560	4,093,546	3,449,514
Total Requirements	\$ 8,406,778	\$ 9,283,124	\$ 9,927,025	\$ 10,137,175

**Central Oregon Community College
2022-23 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Revolving Activities				
Resources				
Beginning Fund Balance	\$ 778,626	\$ 830,489	\$ 618,027	\$ 620,900
Grants and Contracts	341,225	396,149	415,908	415,735
Donations	44,459	22,424	11,500	
Interest Income	15,113	2,595	7,180	7,018
Transfers In	147,916	153,554	158,161	282,651
Total Resources	\$ 1,327,339	\$ 1,405,211	\$ 1,210,776	\$ 1,326,304
Requirements				
Personnel Services	\$ 473,621	\$ 545,203	\$ 574,069	\$ 698,386
Materials and Services	23,229	23,605	224,627	220,900
Capital Outlay				
Transfers Out			200,000	400,000
Ending Fund Balance	830,489	836,403	212,080	7,018
Total Requirements	\$ 1,327,339	\$ 1,405,211	\$ 1,210,776	\$ 1,326,304
Contractual & Administrative Provisions				
Resources				
Beginning Fund Balance	\$ 970,442	\$ 925,901	\$ 845,300	\$ 1,158,000
Grants and Contracts	56,183	\$ 376,218	300,000	
Other Income	67,365	30,173	30,000	30,000
Program and Fee Income	14,222	12,817	15,000	15,000
Interest Income	87,701	74,179	80,374	80,374
Transfers In	207,000	870,608	328,000	314,400
Total Resources	\$ 1,402,913	\$ 2,289,896	\$ 1,598,674	\$ 1,597,774
Requirements				
Personnel Services	\$ 250,688	\$ 1,066,112	\$ 385,082	\$ 399,972
Materials and Services	118,890	144,289	642,428	310,988
Capital Outlay	67,434	3,450		2,986
Transfers Out	40,000	40,000	40,000	75,000
Ending Fund Balance	925,901	1,036,045	531,164	808,828
Total Requirements	\$ 1,402,913	\$ 2,289,896	\$ 1,598,674	\$ 1,597,774

**Central Oregon Community College
2022-23 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Auxiliary Fund Total				
Resources				
Beginning Fund Balance	\$ 8,990,331	\$ 9,868,141	\$ 9,921,852	\$ 11,549,495
Tuition and Fees	2,837,099	3,185,337	3,710,065	2,841,020
Grants and Contracts	397,408	772,367	715,908	415,735
Other Income	1,333,630	361,685	978,600	876,800
Sales of Goods and Services	6,859	7,991	21,000	21,000
Program and Fee Income	679,160	504,627	1,128,319	1,224,193
Donations	272,435	61,011	47,641	135,141
Interest Income	290,721	111,788	164,367	160,939
Transfers In	1,638,626	3,682,687	1,676,813	1,731,800
Total resources	\$ 16,446,269	\$ 18,555,634	\$ 18,364,565	\$ 18,956,123
Requirements				
Personnel Services	\$ 4,306,838	\$ 5,289,168	\$ 5,433,429	\$ 6,183,288
Materials and Services	1,706,718	1,542,653	3,585,375	3,013,044
Capital Outlay	365,844	96,309	604,000	493,986
Transfers Out	198,728	656,191	557,000	1,435,000
Ending Fund Balance	9,868,141	10,971,313	8,184,761	7,830,805
Total Requirements	\$ 16,446,269	\$ 18,555,634	\$ 18,364,565	\$ 18,956,123

Central Oregon Community College
2022-23 Budget

Auxiliary Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Contingency	Fiscal Year 2022-23 PROPOSED Budget
Self-Sustaining Activities							
Medical Leave Assistance Program	0.8	\$ 28,618	\$	\$ 5,000	\$	\$	\$ 28,618
Public Safety			15,000	5,000			20,000
Law Enforcement Testing	0.1	2,630					2,630
Sustainability Fund	0.8	66,164	20,000				86,164
Dental Clinic			3,500				3,500
Pharmacy Tech			7,400				7,400
Dental Program			20,000				20,000
Medical Assisting Program			5,000				5,000
Teaching and Learning Center	0.1	8,200	1,800				10,000
Forestry Foundation Support			20,000				20,000
General Testing	0.1	1,728	22,000				23,728
Art Cards			10,000				10,000
Auto and Industrial Fees			25,000				25,000
Facility Fees	1.0	107,533	10,000		50,000		167,533
Club Sports	0.6	18,910	20,490	5,000			44,400
Vending Activities			50,000		45,000		95,000
Classified Training			30,000				30,000
Performing Arts			4,000				4,000
Hybrid Vehicle Fleet			5,500				5,500
Special Programs - Admin	1.5	178,242	8,000				186,242
Vehicles			5,500	40,000			45,500
Physiology Lab Activities	0.1	6,105	4,000	10,000			20,105
Library Book Account			10,000	22,000			32,000
PCA Wellness			1,500				1,500
Outdoor Recreation Program			10,000				10,000
Enrollment Services Support			22,000				22,000
Accreditation			18,900				18,900
College Now	3.3	\$ 323,353	\$ 15,000	\$ 2,000	\$	\$	\$ 340,353
Salvage Sales			10,000				10,000
CTE Accreditation			51,876				51,876
Strategic Planning Fund			15,000				15,000
Media Activities			20,000	18,000			38,000
Tutor/Testing Activities	1.2	67,342	39,150	10,000			116,492
Institutional Advancement			15,000				15,000
PT & ADJ Instructional Projects			40,000				40,000
Student Honors Recognition			1,785				1,785
Innovation Account			90,000				90,000
Mazama Lab Fees			50,000	30,000			80,000
Tool Room Deposits			4,000				4,000
Computer Lab Printers			9,000				9,000
Instructional Projects	0.4	26,928	90,000	5,000			121,928
Oregon Intl Education Consortium			5,000				5,000
Student Government	2.1	64,835	55,300		15,000		135,135
The Broadside	1.3	41,310	8,750				50,060
Blue Sky			35,000		50,000		85,000
Elevation Gratuity Fund			20,000				20,000
CIS Software				5,000			5,000
Bend Area Transit Program			31,000				31,000
Student Government Programs			30,600				30,600
Student Government Reserve			7,515				7,515
Math Contest			2,000				2,000
Nursing Club			7,000				7,000
Clothing Connection			5,000				5,000
Chandler Lab Operations			30,000				\$ 30,000
Prineville Campus Operations			21,000	5,000			26,000
Herbarium Activity	0.1	4,161	1,300				5,461
Art Committee			3,500				3,500
Madras Campus Operations			2,000	1,000			3,000
Ending Fund Balance							3,565,445
Total Requirements	<u>13.5</u>	<u>\$ 946,059</u>	<u>\$ 1,065,366</u>	<u>\$ 158,000</u>	<u>\$ 160,000</u>	<u>\$ -</u>	<u>\$ 5,894,870</u>

Central Oregon Community College
2022-23 Budget

Auxiliary Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Contingency	Fiscal Year 2022-23 PROPOSED Budget
Non-General Fund Instruction							
Summer Session	10.5	\$ 818,526	\$ 2,000	\$	\$ 800,000	\$	\$ 1,620,526
Apprenticeship	1.2	\$ 82,080	\$ 34,500				116,580
International Programs	0.3	16,650	30,000				46,650
SBDC Program Activities	2.5	102,942	31,625				134,567
Business Development & Training Gen	1.1	126,069	4,500				130,569
ABE General Purpose	6.0	628,582	13,000				641,582
Outreach Centers			100,000	50,000			150,000
Workforce Training	4.0	404,020	340,000				744,020
Veterinarian Tech Program			14,000	8,000			22,000
Culinary Foundation Fund			50,000				50,000
EMT Practical Exam	0.4	14,040					14,040
Contracted Credit Classes	0.4	16,200	14,000				30,200
Community Education	8.9	791,937	130,165	5,000			927,102
Fire Science			5,500				5,500
Licensed Massage Therapy			15,000	15,000			30,000
Aviation Program - Simulator Fees	13.5	992,285	541,500	250,000			1,783,785
Unmanned Aerial Systems Operations			8,500	5,000			13,500
Deer Ridge Welding Program	0.1	9,990	66,500				76,490
Deer Ridge ABS Program	1.0	135,550	15,000				150,550
Ending Fund Balance							3,449,514
Total Requirements	<u>49.9</u>	<u>\$ 4,138,871</u>	<u>\$ 1,415,790</u>	<u>\$ 333,000</u>	<u>\$ 800,000</u>	<u>\$ -</u>	<u>\$ 10,137,175</u>
Revolving							
Foundation Billings	5.4	\$ 698,386	\$	\$	\$ 400,000	\$	\$ 698,386
Partnership Collaborations			200,000				600,000
Automotive Donation			9,900				9,900
Student Success Donation			6,000				6,000
Student Relief Fund			5,000				5,000
Ending Fund Balance							7,018
Total Requirements	<u>5.4</u>	<u>\$ 698,386</u>	<u>\$ 220,900</u>	<u>\$ -</u>	<u>\$ 400,000</u>	<u>\$ -</u>	<u>\$ 1,326,304</u>
Contractual and Administrative Provisions							
Faculty Professional Improvement		\$	\$ 100,000	\$	\$ -	\$	\$ 100,000
Adjunct Faculty Professional Improvement			40,000				40,000
ABE Professional Development Funds			10,000				10,000
Admin. Prof. Dev. & Sabbatical			22,000				22,000
Sabbatical - Faculty	1.6	199,672					199,672
Institutional Staff Development			50,000				50,000
Unemployment Reserve	n/a	175,000					175,000
Insurance Reserve Deductible			50,000				50,000
Keyes Education Fund	0.25	25,300	38,988	2,986	75,000		142,274
Ending Fund Balance							808,828
Total Requirements	<u>1.9</u>	<u>\$ 399,972</u>	<u>\$ 310,988</u>	<u>\$ 2,986</u>	<u>\$ 75,000</u>	<u>\$ -</u>	<u>\$ 1,597,774</u>

Central Oregon Community College
2022-23 Budget

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Federal Grants				
Resources				
Beginning Fund Balance	\$	\$ 181,736	\$	\$
Grants	7,958,702	5,592,331	15,452,000	8,452,000
Other Income	9,580	7,940	24,000	24,000
Transfers In	37,991	8,809	50,000	50,000
Total Resources	<u>\$ 8,006,273</u>	<u>\$ 5,790,816</u>	<u>\$ 15,526,000</u>	<u>\$ 8,526,000</u>
Requirements				
Personnel Services	\$ 146,538	\$ 36,441	\$ 202,000	\$ 202,000
Materials and Services	7,677,999	5,754,375	15,324,000	8,324,000
Ending Fund Balance	181,736			
Total Requirements	<u>\$ 8,006,273</u>	<u>\$ 5,790,816</u>	<u>\$ 15,526,000</u>	<u>\$ 8,526,000</u>
State Grants				
Resources				
Beginning Fund Balance	\$	\$	\$	\$
Grants	3,239,017	2,808,564	4,600,000	4,600,000
Total Resources	<u>\$ 3,239,017</u>	<u>\$ 2,808,564</u>	<u>\$ 4,600,000</u>	<u>\$ 4,600,000</u>
Requirements				
Materials and Services	\$ 3,239,017	\$ 2,808,564	\$ 4,600,000	\$ 4,600,000
Ending Fund Balance				
Total Requirements	<u>\$ 3,239,017</u>	<u>\$ 2,808,564</u>	<u>\$ 4,600,000</u>	<u>\$ 4,600,000</u>

**Central Oregon Community College
2022-23 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Financial Aid - Institutional				
Resources				
Beginning Fund Balance	\$ 470,275	\$ 505,803	\$ 532,682	\$ 387,000
Foundation Contributions	1,454,456	1,397,826	1,800,000	1,800,000
Other Income				
Interest Income	8,496	1,586	4,790	4,790
Transfers In	182,182	182,182	100,000	100,000
Total Resources	\$ 2,115,409	\$ 2,087,397	\$ 2,437,472	\$ 2,291,790
Requirements				
Materials and Services	\$ 1,571,615	\$ 1,499,603	\$ 2,013,000	\$ 2,013,000
Transfers Out	37,991	8,809	150,000	150,000
Ending Fund Balance	505,803	578,985	274,472	128,790
Total Requirements	\$ 2,115,409	\$ 2,087,397	\$ 2,437,472	\$ 2,291,790
Financial Aid - Other				
Resources				
Beginning Fund Balance	\$ 152,077	\$ 175,343	\$ 196,100	\$ 212,000
Other Income	6,900	6,624	5,000	5,000
Trust and Interest Income	26,505	23,830	23,281	23,281
Total Resources	\$ 185,482	\$ 205,797	\$ 224,381	\$ 240,281
Requirements				
Personnel Services	\$	\$	\$ 3,240	\$ 1,565
Materials and Services	10,139	4,244	30,735	32,500
Ending Fund Balance	175,343	201,553	190,406	206,216
Total Requirements	\$ 185,482	\$ 205,797	\$ 224,381	\$ 240,281

**Central Oregon Community College
2022-23 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Financial Aid Fund Total				
Resources				
Beginning Fund Balance	\$ 622,352	\$ 862,882	\$ 728,782	\$ 599,000
Foundation Contributions	1,454,456	1,397,826	1,800,000	1,800,000
Grants	11,197,719	8,400,895	20,052,000	13,052,000
Other Income	16,480	14,564	29,000	29,000
Trust and Interest Income	35,001	25,416	28,071	28,071
Transfers In	220,173	190,991	150,000	150,000
Total Resources	<u>\$ 13,546,181</u>	<u>\$ 10,892,574</u>	<u>\$ 22,787,853</u>	<u>\$ 15,658,071</u>
Requirements				
Personnel Services	\$ 146,538	\$ 36,441	\$ 205,240	\$ 203,565
Materials and Services	12,498,770	10,066,786	21,967,735	14,969,500
Transfers Out	37,991	8,809	150,000	150,000
Ending Fund Balance	862,882	780,538	464,878	335,006
Total Requirements	<u>\$ 13,546,181</u>	<u>\$ 10,892,574</u>	<u>\$ 22,787,853</u>	<u>\$ 15,658,071</u>

Central Oregon Community College
2022-23 Budget

Financial Aid Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Contingency	Fiscal Year 2022-23 PROPOSED Budget
Federal Grants							
College Work Study	8.6	\$ 202,000	\$ 24,000	\$	\$	\$	\$ 226,000
SEOG			300,000				300,000
PELL			8,000,000				8,000,000
Ending Fund Balance							
Total Requirements	<u>8.6</u>	<u>\$ 202,000</u>	<u>\$ 8,324,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,526,000</u>
State Grants							
State Need		\$	\$ 2,300,000	\$	\$	\$	\$ 2,300,000
Private Scholarship Awards - State			300,000				300,000
Oregon Promise Grant			2,000,000				2,000,000
Ending Fund Balance							
Total Requirements	<u>-</u>	<u>\$ -</u>	<u>\$ 4,600,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,600,000</u>
Financial Aid - Institutional							
Foundation		\$	\$ 1,800,000	\$	\$	\$	\$ 1,800,000
Merit Awards			183,000				183,000
COCC Financial Aid Fund			30,000		150,000		180,000
Ending Fund Balance							128,790
Total Requirements	<u>-</u>	<u>\$ -</u>	<u>\$ 2,013,000</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ -</u>	<u>\$ 2,291,790</u>
Financial Aid - Other							
Native American Program	0.1	\$ 1,565	\$ 22,500	\$	\$	\$	\$ 24,065
Veteran's Fund			10,000				10,000
Ending Fund Balance							206,216
Total Requirements	<u>0.1</u>	<u>\$ 1,565</u>	<u>\$ 32,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 240,281</u>

**Central Oregon Community College
2022-23 Budget**

Trust and Agency Fund - Resources and Requirements

	Fiscal Year 2019-20 ACTUAL Amounts	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 CURRENT Budget	Fiscal Year 2022-23 PROPOSED Budget
Robert R. Clark Trust				
Resources				
Beginning Fund Balance	\$ 384,410	\$ 385,204	\$ 379,291	\$ 373,034
Interest Income	8,463	3,059	7,400	7,400
Total Resources	<u>\$ 392,873</u>	<u>\$ 388,263</u>	<u>\$ 386,691</u>	<u>\$ 380,434</u>
Requirements				
Materials and Services	\$ 7,669	\$ 8,400	\$ 13,500	\$ 13,500
Ending Fund Balance	385,204	379,863	373,191	366,934
Total Requirements	<u>\$ 392,873</u>	<u>\$ 388,263</u>	<u>\$ 386,691</u>	<u>\$ 380,434</u>
Oregon Community College Library Association				
Resources				
Beginning Fund Balance	\$	\$ 23,270	\$ 23,210	\$ 23,300
Other Income	23,298		1,700	1,700
Interest Income	221	74	232	232
Total Resources	<u>\$ 23,519</u>	<u>\$ 23,344</u>	<u>\$ 25,142</u>	<u>\$ 25,232</u>
Requirements				
Materials and Services	\$ 249	\$ 10	\$ 5,000	\$ 5,000
Ending Fund Balance	23,270	23,334	20,142	20,232
Total Requirements	<u>\$ 23,519</u>	<u>\$ 23,344</u>	<u>\$ 25,142</u>	<u>\$ 25,232</u>
Trust & Agency Fund Total				
Resources				
Beginning Fund Balance	\$ 384,410	\$ 408,474	\$ 402,501	\$ 396,334
Other Income	23,298		1,700	1,700
Interest Income	8,684	3,133	7,632	7,632
Total Resources	<u>\$ 416,392</u>	<u>\$ 411,607</u>	<u>\$ 411,833</u>	<u>\$ 405,666</u>
Requirements				
Materials and Services	7,918	8,410	18,500	18,500
Ending Fund Balance	408,474	403,197	393,333	387,166
	<u>\$ 416,392</u>	<u>\$ 411,607</u>	<u>\$ 411,833</u>	<u>\$ 405,666</u>



Central Oregon Community College Budget Committee: Resolution

Subject	Approval of the 2022-23 Budget including the property tax rate and general obligations bonds property tax levy.
Strategic Plan Connection	Institutional Efficiency
Prepared By	Cathleen Knutson, Director of Fiscal Services

A. Background

As part of the budgeting process, the Budget Committee has the following duties; a) specify the amount of tax revenue or tax rate for all funds, b) establish a maximum for total expenditures for each fund, c) approve the total taxes for the local government as an amount and/or rate, and d) approve the budget. The College's established permanent tax rate of \$0.6204 per thousand dollars of assessed property value is a result of the voter approved Measure 50 (1997), a constitutional amendment. The amount to be levied for general obligation bonds debt service is \$2,779,059. The Proposed Budget expenditures for all funds total \$106,856,726.

B. Options/Analysis

- 1) Approve the Proposed Budget, tax rate, and bond levy at this time.
- 2) Do not approve the Proposed Budget, tax rate, and bond levy at this time.

C. Timing

Approval of the proposed 2022-23 Fiscal Year Budget is requested at this time. Approval now will facilitate the remainder of the budget process, which includes adoption of the Budget by the Board of Directors in June after an additional public hearing.

D. Budget Impact

NA

E. Proposed Resolution

Be it resolved that the Budget Committee of Central Oregon Community College does hereby approve the Central Oregon Community College District Proposed Budget expenditures for Fiscal Year 2022-23 in the aggregate amount of \$106,856,726 (total of all funds) and the permanent tax rate of \$0.6204 per thousand of assessed value be levied against all assessed property in support of the General Fund. It is further resolved that a tax of \$2,779,059 be approved for the Debt Service Fund for the purpose of satisfying the required debt service of voter approved general obligation bonds issued by the District.



CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, April 13, 2022 – 5:45 PM
Zoom / YouTube

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:45pm				
	I. Call to Order			Unger
	II. Native Lands Acknowledgement	2a.1*		Unger
	Alan Unger read the COCC Native Lands Acknowledgement.			
	III. Roll Call			Metcalf
	<u>Board Members & Guests</u>			
	Alan Unger (Chair), Bruce Abernethy, Oliver Tatom, Jim Clinton, Erica Skatvold, Laura Craska Cooper, Joe Krenowicz, Laurie Chesley (COCC President), Alicia Moore, Zak Boone, Betsy Julian, Laura Boehme, Aimee Metcalf, Mark Reinecke, Paul Taylor, Cathleen Knutson, Malissa Hice, Amy Howell, Quinlan Crowe, Jasmine Yegge, Roger Detweiler, Richard Hurd, and Harry Hamilton.			
	IV. President's Report			Chesley
	Malissa Hice and Amy Howell introduced Quinlan Crowe and Jasmine Yegge, two of COCC's members of the All-Oregon Academic Team. Chyna Kennedy was unable to be present, but also earned this honor.			
	V. Agenda Changes			Unger
	None.			
	VI. Public Comment			Unger
	None.			
	VII. Adjourn to Budget Committee			Unger
	<u>Budget Committee</u>			
	The Budget Committee convened. Bruce Abernethy moved to nominate Roger Detweiler as Chair of the 2021-2022 Budget Committee. Laura Craska Cooper seconded. Motion carried			

* Material to be distributed via e-mail & USPS (as necessary)

** Times listed on the agenda are approximate to assist the Chair of the Board.

*** Confirmation of Consent Agenda items submitted by the President. Any item may be moved from the Consent Agenda to Old/New Business by a Board Member asking the Chair to consider the item separately.

P = indicates a Presentation will be provided.

A = indicates the presenter is Available for background information if requested.

unanimously. All approved. President Chesley conveyed key budget messages for the College as a whole. Acting Chief Financial Officer, Cathleen Knutson, provided an in-depth overview of COCC's General Fund Budget.

- | | | |
|--|---------|------------------|
| VIII. Adjourn to Open Session | | Unger |
| IX. Consent Agenda*** | | Unger
Chesley |
| 1. Board Meeting Minutes (3.9.22) | 9a.1* | |
| Motion to approve Minutes | | |
| • 1st – Bruce Abernethy | | |
| • 2nd – Oliver Tatom | | |
| • Motion approved. None opposed. | | |
| X. Information Items | | Unger
Knutson |
| 1. Financial Statements | 10a.1* | |
| No questions at this time. | | |
| 2. New Hire Report | 10b.1* | Boehme |
| No questions at this time. | | |
| 3. Real Estate Committee Update | | Krenowicz |
| Director Krenowicz shared a brief update on the most recent Real Estate Committee meeting at which progress on the Neighborly Ventures and Awbrey Butte initiatives was presented. | | |
| XI. New Business | | |
| 1. Neighborly Ventures Frontage Proposal | 11.a.1* | Krenowicz/Taylor |
| The Board approved dedicating approximately 12,235 square feet of frontage along Shevlin Park Road to the City of Bend for right-of-way purposes. | | |
| • 1 st – Joe Krenowicz | | |
| • 2 nd – Bruce Abernethy | | |
| • Motion approved. None opposed. | | |

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2. Tuition and Fees Proposal

11.b.1*

Knutson

The Board approved the following rates for tuition and fees for '22-23.

<i>Proposed Tuition Rates for Fiscal Year 2022-23</i>		<i>\$ Assumption</i>		<i>% Assumption</i>	
<u>Tuition Residency Categories</u>	<u>2021-22 Tuition</u>	<u>Change</u>	<u>Change</u>	<u>2022-23 Tuition</u>	
In-District	\$ 109.00	\$ 4.00	3.67%	\$ 113.00	
Non-Resident Veterans	\$ 131.00	\$ 5.00	3.82%	\$ 136.00	
Out-of-District/Border States	\$ 153.00	\$ 6.00	3.92%	\$ 159.00	
Out-of-state/International	\$ 318.00	\$ 13.00	4.09%	\$ 331.00	

- 1st – Oliver Tatom
- 2nd – Bruce Abernethy
- Motion approved. None opposed.

3. GP 10 Revision

11.c.1*

Tatom

The Board undertook a first reading of a revision of GP 10, Board Policy Requirements, which was revised to include that policies “support an inclusive, diverse, equitable, and accessible college community.”

XII. Old Business

4. COCC District Rebalancing

12.a.1*

Chesley

ORS 341.175 provides that Oregon community colleges “shall adjust the boundaries of zones established within a district as necessary to make them as nearly equal in population as is feasible according to the latest federal census. COCC employed the Population Research Center (PRC) at Portland State University to do this analysis. The Board approved the PRC’s revised proposal.

- 1st – Bruce Abernethy
- 2nd – Laura Craska Cooper
- Motion approved. None opposed.

5. City of Bend Property Tax Proposals

12.b.1*

Unger

The Board discussed the City of Bend Property Tax Abatement Proposals. The Board agreed to have Bruce Abernethy and Alan Unger craft a letter outlining what specific support they could give to the proposals. The draft letter will be distributed to the full Board for approval prior to sending.

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XIII. Board of Directors' Operations

Unger

1. Board Member Activities

Alan Unger	Two College Affairs meetings. Calls with President Chesley and Bruce Abernethy.
Laura Craska Cooper	Policy Committee. Real Estate Committee. Worked on Presidential Contract. Worked with President Chesley, Sharla Andresen, and Paul Taylor on the sale of Awbrey Butte property.
Bruce Abernethy	Attended Climate Change Teach-In. Calls with Alan Unger and President Chesley.
Oliver Tatom	Policy Committee. Attended tour of Health Careers Center with Gov. Kate Brown and others. Attended open forum with VPFO candidate. Met with President Chesley and Dianna Hansen of the Central Oregon Disabilities Support Network.
Erica Skatvold	Policy Committee. Attended tour of Health Careers Center with Gov. Kate Brown and others. Climate Change Teach-In. Attended open forum with VPFO candidate.
Joe Krenowicz	Real Estate Committee. Attended open forum with VPFO candidate.
Jim Clinton	Real Estate Committee. Sat in on Sustainability Committee meeting. Attended open forum with VPFO candidate.

XIV. President's Report - continued

Chesley

The President shared that the College had a visit from Jee Hang Lee, the Executive Director of the Association of Community College Trustees, that the College would be celebrating its 10th anniversary in Prineville on May 14, and that Alicia Moore, VP of Student Affairs, won the 2021-22 Cam Preus Award for Outstanding Contributions to Oregon Community Colleges.

XV. Dates

Unger

1. Wednesday, June 8 – Board of Directors' Meeting @5:45

XVI. Adjourn to Executive Session

Unger

ORS 192.660 section 1, Performance Evaluation of CEO

XVII. Adjourn to Open Session

Unger

XVIII. Open Session

Unger

XIX. Adjourn

Unger

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Central Oregon Community College Board of Directors: Resolution

Subject	Approval of the 2021-22 End-of-Year General Fund transfers.
Strategic Plan Connection	Institutional Efficiency
Prepared By	Cathleen Knutson, Director of Fiscal Services

A. Background

Part of the 2022-23 budget development strategy includes a \$800,000 end-of-year transfer from the General Fund to the Capital Projects Fund using current year savings. This \$800,000 end-of-year transfer will be directed to the Repair & Maintenance Fund. This transfer moves some of the surplus general fund reserve that is above the Board's mandated 10% reserve requirement to the Capital Projects Fund. After this transfer, the general fund reserve is projected to be \$7.7 million (16.6%), which is \$3.1 million over the required \$4.6 million reserve requirement. This current year transfer-out reduces next year's scheduled general fund transfers to the Capital Projects Fund effectively reducing the 2022-23 budgeted appropriations by \$800,000.

B. Options

- 1) Approve 2021-22 end-of-year transfer out from the general fund.
- 2) Do not approve 2021-22 end-of-year transfer out from the general fund.

C. Timing

Approval of the proposed 2021-22 end-of-year transfer out is requested at this time. Approval now will facilitate the remainder of the budget development process, which includes adoption of the budget by the Board of Directors in June after an additional public hearing.

D. Budget Impact

This transfer reduces the current year's General Fund ending fund balance by \$800,000 and increases the Capital Projects ending fund balance by \$800,000. The transfer will reduce current year budgeted expenditure appropriations (operating contingency) and increase transfers-out appropriations by an equal amount.

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors does hereby approve the 2021-22 end-of-year transfer out of \$800,000 from the General Fund to the Capital Projects Fund as presented in Section A.

Central Oregon Community College
Monthly Budget Status
Highlights of March 2022 Financial Statements

Cash and Investments

The College's operating cash balances currently total \$44.1 million. The March average yield for the Local Government Investment Pool increased to .50 percent from last report of .45 percent.

General Fund Revenues

Spring term registration continues this month increasing tuition and fee revenues by \$2.1 million over the prior month. All budgeted transfers-in have been posted for the year.

General Fund Expenses

The expenses through March 2022 include the required budgeted inter-fund transfers-out for the fiscal year.

Budget Compliance

All general fund appropriation categories are within budget.

Central Oregon Community College
Monthly Budget Status
 March 2022

<u>General Fund</u>	<u>Adopted Budget</u>	<u>Year to Date Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget Current Year</u>	<u>Percent of Budget Prior Year</u>
Revenues					
District Property Taxes:					
Current Taxes	\$ 19,605,000	\$ 19,225,050	\$ (379,950)	98.1%	98.4%
Prior Taxes	459,000	365,724	(93,276)	79.7%	92.7%
Tuition and fees	16,611,000	15,123,669	(1,487,331)	91.0%	92.1%
State Aid	8,497,000	7,157,276	(1,339,724)	84.2%	77.0%
Program and Fee Income	41,000	17,403	(23,597)	42.4%	5.0%
Interest & Misc. Income	200,000	92,821	(107,179)	46.4%	29.5%
Transfers-In	3,100,000	3,100,000	-	100.0%	100.0%
Total Revenues	\$ 48,513,000	\$ 45,081,943	\$ (3,431,057)		
Expenses by Function					
Instruction	\$ 22,678,176	\$ 14,826,822	\$ 7,851,354	65.4%	64.3%
Academic Support	4,453,971	2,844,529	1,609,442	63.9%	60.9%
Student Services	5,479,217	3,510,740	1,968,477	64.1%	63.2%
College Support	5,649,729	3,439,852	2,209,877	60.9%	66.5%
Plant Operations and Maintenance	4,773,815	3,031,688	1,742,127	63.5%	59.8%
Information Technology	4,776,262	2,891,079	1,885,183	60.5%	62.3%
Financial Aid	112,897	55,046	57,851	48.8%	38.0%
Contingency	800,000		800,000	0.0%	0.0%
Transfers-Out	1,587,213	1,587,213	-	100.0%	100.0%
Total Expenses	\$ 50,311,280	\$ 32,186,969	\$ 18,124,311		
Revenues Over/(Under) Expenses	\$ (1,798,280)	\$ 12,894,974	\$ 14,693,254		

Central Oregon Community College
Monthly Budget Status
 March 2022

	Adopted Budget	Year to Date Activity	Variance Favorable (Unfavorable)	Percent of Budget Current Year	Percent of Budget Prior Year
<u>Non General Funds</u>					
Debt Service Fund					
Revenues	\$ 6,061,266	\$ 5,887,367	\$ (173,899)	97.1%	94.0%
Expenses	6,195,592	2,475,111	3,720,481	39.9%	40.4%
Revenues Over/(Under) Expenses	\$ (134,326)	\$ 3,412,256	\$ 3,546,582		
Grants and Contracts Fund					
Revenues	\$ 11,535,259	\$ 4,734,187	\$ (6,801,072)	41.0%	20.9%
Expenses	11,801,609	4,700,091	7,101,518	39.8%	22.2%
Revenues Over/(Under) Expenses	\$ (266,350)	\$ 34,096	\$ 300,446		
Capital Projects Fund					
Revenues	\$ 3,176,238	\$ 386,883	\$ (2,789,355)	12.2%	86.2%
Expenses	7,509,052	1,260,845	6,248,207	16.8%	14.9%
Revenues Over/(Under) Expenses	\$ (4,332,814)	\$ (873,962)	\$ 3,458,852		
Enterprise Fund					
Revenues	\$ 4,729,166	\$ 4,047,073	\$ (682,093)	85.6%	14.9%
Expenses	4,771,726	3,031,608	1,740,118	63.5%	48.0%
Revenues Over/(Under) Expenses	\$ (42,560)	\$ 1,015,465	\$ 1,058,025		
Auxiliary Fund					
Revenues	\$ 8,442,713	\$ 6,516,829	\$ (1,925,884)	77.2%	78.8%
Expenses	10,179,804	5,600,729	4,579,075	55.0%	63.8%
Revenues Over/(Under) Expenses	\$ (1,737,091)	\$ 916,100	\$ 2,653,191		
Reserve Fund					
Revenues	\$ 11,674	\$ -	\$ (11,674)	0.0%	0.0%
Expenses	455,000	430,863	24,137	94.7%	95.3%
Revenues Over/(Under) Expenses	\$ (443,326)	\$ (430,863)	\$ 12,463		
Financial Aid Fund					
Revenues	\$ 22,059,071	\$ 12,538,934	\$ (9,520,137)	56.8%	39.8%
Expenses	22,322,975	12,433,943	9,889,032	55.7%	37.5%
Revenues Over/(Under) Expenses	\$ (263,904)	\$ 104,991	\$ 368,895		
Internal Service Fund					
Revenues	\$ 140,540	\$ 58,287	\$ (82,253)	41.5%	20.1%
Expenses	112,458	54,224	58,234	48.2%	38.0%
Revenues Over/(Under) Expenses	\$ 28,082	\$ 4,063	\$ (24,019)		
Trust and Agency Fund					
Revenues	\$ 9,332	\$ 1,421	\$ (7,911)	15.2%	25.4%
Expenses	18,050	5,625	12,425	31.2%	31.1%
Revenues Over/(Under) Expenses	\$ (8,718)	\$ (4,204)	\$ 4,514		

Central Oregon Community College

Cash and Investments Report

As of March 31, 2022

College Portfolio	<u>Operating Funds</u>	<u>Trust/Other Funds</u>
Cash in State Investment Pool		
4089 - General operating fund	\$ 42,699,689	
3624 - Robert Clark Trust		\$ 375,660
March Average Yield 0.50%		
Cash in USNB	\$ 1,376,666	
Cash on Hand	\$ 4,600	
Total Cash	<u>\$ 44,080,955</u>	<u>\$ 375,660</u>



Central Oregon Community College
Board of Directors
New Hires Report
Date of Hire: April 1-30, 2022

Name	Hire Date	Job Description	Department
Classified Full-Time			
Beltis, Jennifer Lynette	4/11/2022	Enrollment Specialist Senior	Admissions
Brown, Patricia Anne	4/18/2022	Accounting Assistant	Fiscal Services
Chance, Jennifer Erin	4/18/2022	Student Services Specialist Sr	Regional Svcs. & R.C. Operations
O'Connor, Ruby Topp	4/1/2022	Library Spec Public Svcs Supp	Library
Olson, Joella Kay Nelke	4/18/2022	Administrative Assistant	Regional Svcs. & R.C. Operations
Segrist, Kurt	4/1/2022	Financial Aid Specialist	Financial Aid
Temporary Hourly			
Fehrenbacher, Grant Ty	4/18/2022	Art Model Clothed or UnClothed	Art
Green, Jared William	4/9/2022	Temp Automotive PD	Automotive
Oldenkamp, Tanner Max	4/25/2022	Cert. Flight Instructor I	Aviation Program
Oldenkamp, Tanner Max	4/25/2022	CFI Training	Aviation Program
Oldham, Kaitlyn M	4/25/2022	Level 1 Novice ASL Interp	Disability Services
Oldham, Kaitlyn M	4/25/2022	Level 1 Novice ASL Interp RDM	Disability Services



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Jennifer Forbess as Program Manager
Community Enrichment	CE-3: Offer an array of lifelong learning opportunities, expertise, cultural events and resources to address the diverse needs and expectations of the community.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Program Manager** position in Community Education is a replacement position.

B. Timing

The **Program Manager** position is a 1.0 FTE, 12-month employment contract each fiscal year. For the 2021-22 fiscal year, the initial employment contract period will be from May 2, 2022 to June 30, 2022. As with all other full-time Administrator employees, a new contract will be prepared for the next academic year that begins on July 1.

C. Budget Impact

This position is in the 2021-22 budget and conforms to the current approved Administrator salary schedule.

Jennifer Forbess earned a bachelor's degree in Liberal Studies from Oregon State University and a master's degree in General English from Northern Arizona University. Prior to accepting the Program Manager position, Jennifer worked as the Writing Center Coordinator at COCC. Jennifer also teaches for the Humanities department at COCC and works as a Senior Bookseller at Barnes & Noble.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Lisa Merritt as Program Manager
Community Enrichment	CE-2: Build and strengthen partnerships and advance positive regional economic development with business and industry by assisting with educational and training needs of the workforce.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Program Manager** position in the Center for Business, Industry and Professional Development is a replacement position.

B. Timing

The **Program Manager** position is a 1.0 FTE, 12-month employment contract each fiscal year. For the 2021-22 fiscal year, the initial employment contract period will be from April 25, 2022 to June 30, 2022. As with all other full-time Administrator employees, a new contract will be prepared for the next academic year that begins on July 1.

C. Budget Impact

This position is in the 2021-22 budget and conforms to the current approved Administrator salary schedule.

Lisa Merritt earned an associate's degree in Agricultural Economics from Eastern Oklahoma State College, and both a bachelor's degree in Agricultural Economics and a master's degree in Speech Communication Consultancy from Oklahoma State University. Lisa currently works as an adjunct instructor in the Fine Arts and Communication and Social Science departments at COCC. Prior to this, Lisa was the Co-Director of QEP (Quality Enhancement Plan) and an Instructor of Communication Studies at Louisiana Tech University.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Susan Meyer as Business Advisor-SBDC
Community Enrichment	CE-2: Build and strengthen partnerships and advance positive regional economic development with business and industry by assisting with educational and training needs of the workforce.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Business Advisor – SBDC (Small Business Development Center)** position is new position, replacing multiple temporary positions.

B. Timing

The **Business Advisor - SBDC** position is a .6 FTE, 12-month employment contract each fiscal year. For the 2021-22 fiscal year, the initial employment contract period will be from May 2, 2022 to June 30, 2022. As with all other full-time Administrator employees, a new contract will be prepared for the next academic year that begins on July 1.

C. Budget Impact

This position is in the 2021-22 budget and conforms to the current approved Administrator salary schedule.

Susan Meyer earned a bachelor's degree in Business Administration – Marketing and Advertising from Arizona State University and a master's degree in Organization Management from the University of Phoenix. Susan currently works as an adjunct instructor in the Business department at COCC. Susan also works as a Vice President of Human Resources and Training at Cascade Security, Inc. Susan owned a small consulting business, working side by side with the SBDC personnel coaching women and minority owned business owners.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Jason Stark as Information Security Specialist
Institutional Efficiency	IE-1: Improve practices and structure related to providing a healthy and productive workplace. IE-2: Develop effective and efficient policies and procedures that are applied uniformly across the College.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Information Security Specialist** position is a replacement position.

B. Timing

The **Information Security Specialist** position is a 1.0 FTE, 12-month employment contract each fiscal year. For the 2021-22 fiscal year, the initial employment contract period will be from May 2, 2022 to June 30, 2022. As with all other full-time Administrator employees, a new contract will be prepared for the next academic year that begins on July 1.

C. Budget Impact

This position is in the 2021-22 budget and conforms to the current approved Administrator salary schedule.

Jason Stark earned an associate's degree in Network Administration from Olympic College, a bachelor's degree in Network Administration from Western Governors University and a master's degree in Cybersecurity and Leadership from the University of Washington. Most recently, Jason worked as a Systems Administrator at Mosaic Medical. Prior to that, Jason worked as a Network Systems Engineer at Les Schwab and an IT Technician at Olympic Community College.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Amy Ward as Director of Redmond Campus
Student Experience	SE-1: Develop and implement a comprehensive approach to academic offerings and student support services on all campuses and online. SE-2: Increase access to academic programs and courses on all campuses and online. SE-3: Promote diversity, inclusiveness and community on all campuses and online.
Community Enrichment	CE-1: Build and strengthen partnerships with educational stakeholders, including PreK-12 and higher education. CE-2: Build and strengthen partnerships and advance positive regional economic development with business and industry by assisting with educational and training needs of the workforce.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Director of Redmond Campus** position is a replacement position.

B. Timing

The **Director of Redmond Campus** position is a 1.0 FTE, 12-month employment contract each fiscal year. For the 2021-22 fiscal year, the initial employment contract period will be from June 1, 2022 to June 30, 2022. As with all other full-time Administrator employees, a new contract will be prepared for the next academic year that begins on July 1.

C. Budget Impact

This position is in the 2021-22 budget and conforms to the current approved Administrator salary schedule.

Amy Ward earned bachelors' degrees in Art History and French Studies from Lewis & Clark College. Amy currently works as Executive Director of the Deschutes Children's Foundation. Prior to this role, Amy worked as Director of Development at the Deschutes Children's Foundation. Amy was Volunteer Coordinator at The Bloom Project and Board Development Officer and Board Liaison at the Los Angeles Philharmonic.



**Central Oregon Community College
Board of Directors: Resolution**

Subject	Associate of Arts Oregon Transfer degree in Elementary Education
Strategic Plan Initiatives	SS-1: Enhance development of course and program offerings and delivery methods. CE-2: Advance positive regional economic development by assisting with educational and training needs of business, industry and workforce.
Prepared By	Dr. Betsy Julian, Vice President for Instruction

A. Background

Excerpt from Oregon Administrative Rules (OAR 589-006-0150): *Community college boards are responsible for approving their college's certificate of completion, associate degree and associate degree option requirements.*

The proposed new AAOT-Elementary Education is the result of a statewide effort to create a degree that will be accepted for students to transfer with Junior standing at all public universities in Oregon. It is the first Major Transfer Map (MTM) based degree being proposed for adoption at COCC. It meets COCC, state, and regional accreditation (Northwest Commission on Colleges and Universities) standards. Upon approval by the COCC Board this program will be submitted to the Northwest Commission on Colleges and Universities as required for each category. Since this degree was developed at the state level, it does not need to be submitted to the Oregon Higher Education Coordinating Commission/Office of Community College and Workforce Development.

B. Options/Analysis

Approve the proposed new academic program.
Decline approval of the new academic program.

C. Timing

The new program will be available in the 2022-23 Catalog that begins Fall 2022 term.

D. Budget Impact

The proposed changes consist of current courses which will continue to be offered. The result is a negligible budget impact.

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors approves the following new Associate of Arts Oregon Transfer in Elementary Education degree effective Fall 2022.

Current

GP 10: POLICY REQUIREMENTS

Revised: July 13, 1994

Board policy will include appropriate and/or required policies to meet federal and state laws and regulations, and program requirements, i.e., equal opportunity, affirmative action, sexual harassment, handicap accessibility.

Proposed Revision

GP 10: BOARD POLICY REQUIREMENTS

Revised: July 13, 1994; _____, 2022

Recommendations for board policy revisions may be presented to the board of directors by any member of the college community. The decision to formally consider a policy revision resides with the board of directors, following procedures outlined in GP 9. Except in rare and urgent circumstances, policy changes will be considered at two separate regular meetings of the board: First as an informational item, second as a recommendation for approval.

When considering any change to board policy, the board will be guided by the following principles:

1. Board policies should comply with applicable federal, state, and local laws and regulations, as well as requirements of college program accrediting bodies.
2. Board policies should align with other board policies, and the board should coordinate with the president to minimize or eliminate conflict between board policy and college policy.
3. Board policies should support an inclusive, diverse, equitable, and accessible college community.

The board may adopt or reject a policy recommendation, or it may refer the policy to the policy review committee for further revision.

All changes to board policy require a majority vote of the full board.