



CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, May 10, 2023 – 5:45 PM
COCC Crook County Open Campus,
Prineville, Room 119/120 / YouTube

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:45pm	I. Call to Order			Abernethy
	II. Native Lands Acknowledgement	2a.1*		Abernethy
	III. Roll Call			Kovitz
	1. Board & Budget Committee Members and Guests			
	IV. Agenda Changes			Abernethy
	V. Public Comment			Abernethy
	VI. Adjourn to Budget Committee			Abernethy
	1. Budget Committee Meeting	6abcd *	X	Detweiler
	VII. Adjourn to Open Session			Abernethy
	VIII. Consent Agenda***			Abernethy
	1. Regular Meeting Minutes (4.12.23)	8a.1*	X	Chesley ^A
	2. '22-23 End-of-Year General Fund Transfers	8b.1*	X	Knutson ^A
	IX. Information Items			
	1. Financial Statements	9a.1*		Knutson ^A
	2. New Hire Reports	9b.1*		Boehme ^A
	3. Title III Grant			Moore
	4. RN-BSN Legislation			Hamlin/Downing
	5. Meal of the Year Update			Boone
	X. New Business			
	1. Madras Irrigation Rights	10a.1*		Green
	XI. Board of Directors' Operations			Abernethy
	1. Board Member Activities			
	XII. President's Report			Chesley
	1. Prineville Campus Update			Kristensen
	XIII. Dates			
	1. Friday, May 19 – Redmond Anniversary Coffee – RTEC at 8:30 a.m.			

* 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.

2. Wednesday, June 14 – Board of Directors’ Meeting – BEC Board Room at 5:45 p.m.
3. Saturday, June 17 – Commencement Ceremony – Mazama Field at 10:00 a.m.
4. Wednesday, July 12 – Board of Directors’ Meeting – BEC Board Room at 5:45 p.m.

XIV. Adjourn to Executive Session

Abernethy

ORS 192.660 section 2, subsection e, for the purpose of discussing real property transactions
 ORS 192.660 section 2, subsection d, Labor Negotiations
 ORS 192.660 section 2, subsection i, Performance Evaluation of the CEO

XVII. Adjourn to Open Session

Abernethy

XVIII. Open Session

Abernethy

XIX. Adjourn

Abernethy

* 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 Aavailable for background information if requested.

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

Crook County Open Campus

Prineville, Room 119/120 and YouTube

	<u>EXHIBIT</u>	<u>ACTION</u>	<u>PRESENTER</u>
I. Call to Order			Detweiler
II. Public Comment			Detweiler
III. Approval of Minutes			
a. April 12 Budget Committee Minutes	6b	X	Matthews
IV. 2023-24 Proposed Non-General Fund Budget			
a. Non-General Fund Budgets	6c	X	Knutson
V. Budget Approval			
a. Resolution to Approve the 23-24 Budget	6d	X	Knutson
VI. Adjourn			Detweiler

COCC Budget Committee Meeting Minutes

April 12, 2023

BEC Boardroom / YouTube

I. Adjourn to Budget Committee

A. Board and Budget Committee members introduced themselves

Abernethy

Abernethy

B. Board and Budget Committee selected a chair

Abernethy

a. Joe Krenowicz nominated Roger Detweiler and Harry Hamilton. Hamilton declined. Detweiler accepted.

b. Motion for Roger Detweiler as Chair of the Budget Committee

i. 1st Bruce Abernethy

ii. 2nd Laura Craska Cooper

iii. Motion Approved Unanimously

C. Call Budget Committee to Order

Detweiler

D. Budget Committee Meeting

7abc * **Knutson**

a. President Chesley summarized some of the principles guiding this year's budget development process. She emphasized the importance of maintaining the College's historical focus on fiscal stability and the importance of making strategic choices. Not all new budget requests for the coming year were approved. Several factors in next year's budget proposal will likely change because the legislature is still in session and will be determining the Community College Support Fund allocation, and negotiations with the Faculty Forum are still in progress.

b. Budget overview presentation

i. 2023-24 Proposed General Fund Budget

- ii. Proposed General Fund Expenditures
by Object Class
- iii. Summary of General Fund Transfers

II. Adjourn to Open Session

Abernethy

**Central Oregon Community College
2023-24 Budget**

Debt Service Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Resources				
Beginning Fund Balance	\$ 369,570	\$ 381,854	\$ 390,239	\$ 389,903
Tax Revenue - Current	3,332,636	3,624,603	2,709,059	3,093,424
Tax Revenue - Prior	90,464	65,472	70,000	70,000
PERS Reserve Charge	1,286,542	1,339,258	1,411,542	1,481,542
Interest Income	1,699	140	3,562	3,831
Misc Income		74,060		
Transfers In	1,263,988	1,263,988	1,157,743	1,155,000
Total Resources	<u>\$ 6,344,899</u>	<u>\$ 6,749,375</u>	<u>\$ 5,742,145</u>	<u>\$ 6,193,700</u>
Requirements				
Principal Payments	\$ 2,740,746	\$ 3,230,839	\$ 3,122,476	\$ 4,140,000
Interest Payments	3,221,099	2,837,606	2,420,609	1,609,847
Materials and Services	1,200	69,135	600	600
Ending Fund Balance	381,854	611,795	198,460	443,253
Total Requirements	<u>\$ 6,344,899</u>	<u>\$ 6,749,375</u>	<u>\$ 5,742,145</u>	<u>\$ 6,193,700</u>

**Central Oregon Community College
2023-24 Budget**

Debt Service Fund - Resources and Requirements by Issue

	2010 General Obligation Bonds	2003 Pension Obligation Bonds	2014 FFC Obligation Bonds	Fiscal Year 2023-24 PROPOSED Budget
Resources				
Beginning Fund Balance	\$ 348,294	\$	\$ 41,609	\$ 389,903
Tax Revenue - Current	3,093,424			3,093,424
Tax Revenue - Prior	70,000			70,000
PERS Reserve Charge		1,481,542		1,481,542
Interest Income	3,411		420	3,831
Transfers In			1,155,000	1,155,000
Total Resources	\$ 3,515,129	\$ 1,481,542	\$ 1,197,029	\$ 6,193,700
Requirements				
Principal Payments	\$ 2,290,000	\$ 1,135,000	\$ 715,000	\$ 4,140,000
Interest Payments	812,000	346,542	451,305	1,609,847
Materials and Services			600	600
Ending Fund Balance	413,129		30,124	443,253
Total Requirements	\$ 3,515,129	\$ 1,481,542	\$ 1,197,029	\$ 6,193,700

Central Oregon Community College
2023-24 Budget

Capital Projects Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Resources				
Beginning Fund Balance	\$ 4,978,398	\$ 5,388,806	\$ 5,659,000	\$ 6,117,289
Other Income	232,999	552,327	3,000,000	13,000,000
Interest Income	17,498	2,296	48,505	51,769
Transfers In	1,159,549	1,084,457	700,000	977,400
Total Resources	<u>\$ 6,388,444</u>	<u>\$ 7,027,886</u>	<u>\$ 9,407,505</u>	<u>\$ 20,146,458</u>
Requirements				
Personnel Services	\$ 18,115	\$	\$	\$
Materials and Services	522,659	1,170,361	1,883,000	2,106,205
Capital Outlay	458,864	806,743	6,207,948	15,583,035
Transfers Out		200,000		25,000
Ending Fund Balance	5,388,806	4,850,782	1,316,557	2,432,218
Total Requirements	<u>\$ 6,388,444</u>	<u>\$ 7,027,886</u>	<u>\$ 9,407,505</u>	<u>\$ 20,146,458</u>

**Central Oregon Community College
2023-24 Budget**

Capital Projects Fund - Resources and Requirements by Project

	New Construction & Renovation	Repair and Replacement	Bookstore Construction	Life Cycle Technology Replacement	IT Server/ Infrastructure	Capital Equipment Fund
Resources						
Beginning Fund Balance	\$ 1,500,000	\$ 605,700	\$ 188,374	\$ 443,000	\$ 634,700	\$
Other Income						
Interest Income	15,000	2,110	779	1,430	6,347	
Transfers In		600,000		50,000	100,000	100,000
Total Resources	<u>\$ 1,515,000</u>	<u>\$ 1,207,810</u>	<u>\$ 189,153</u>	<u>\$ 494,430</u>	<u>\$ 741,047</u>	<u>\$ 100,000</u>
Requirements						
Personnel Services	\$	\$	\$	\$	\$	\$
Materials and Services	200,000	200,000	40,000	28,000	500,000	
Capital Outlay	1,300,000	800,000		420,000		100,000
Transfers Out	-					
Ending Fund Balance	15,000	207,810	149,153	46,430	241,047	
Total Requirements	<u>\$ 1,515,000</u>	<u>\$ 1,207,810</u>	<u>\$ 189,153</u>	<u>\$ 494,430</u>	<u>\$ 741,047</u>	<u>\$ 100,000</u>

**Central Oregon Community College
2023-24 Budget**

Capital Projects Fund - Resources and Requirements by Project

	<u>Instructional Equipment</u>	<u>Campus Center Building</u>	<u>Madras Center</u>	<u>Higher Ed Bldg. Maint and Repair</u>	<u>Real Estate Development</u>	<u>Miscellaneous Projects</u>	2023-24 PROPOSED Budget
Resources							
Beginning Fund Balance	\$ 11,239	\$ 419,355	\$ 969,200	\$ 290,035	\$ 839,150	\$ 216,536	\$ 6,117,289
Other Income			10,000,000		3,000,000		13,000,000
Interest Income	212	4,194	9,691	1,450	8,391	2,165	51,769
Transfers In	27,400					100,000	977,400
Total Resources	<u>\$ 38,851</u>	<u>\$ 423,549</u>	<u>\$ 10,978,891</u>	<u>\$ 291,485</u>	<u>\$ 3,847,541</u>	<u>\$ 318,701</u>	<u>\$ 20,146,458</u>
Requirements							
Personnel Services	\$	\$	\$	\$	\$	\$	\$
Materials and Services		50,000	1,000,000			88,205	2,106,205
Capital Outlay	38,000	300,000	9,120,000	290,035	3,000,000	215,000	15,583,035
Transfers Out		25,000					25,000
Ending Fund Balance	851	48,549	858,891	1,450	847,541	15,496	2,432,218
Total Requirements	<u>\$ 38,851</u>	<u>\$ 423,549</u>	<u>\$ 10,978,891</u>	<u>\$ 291,485</u>	<u>\$ 3,847,541</u>	<u>\$ 318,701</u>	<u>\$ 20,146,458</u>

**Central Oregon Community College
2023-24 Budget**

Enterprise Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Wickiup Hall				
Resources				
Beginning Net Working Capital	\$ 322,889	\$ 1,643,043	\$ -	\$ 173,590
Other Income		15,325	4,500	4,500
Room Fee	24,200	1,994,225	2,184,182	2,184,182
Interest Income	1,531	214		1,000
Transfers In	1,830,000			
Total Resources	\$ 2,178,620	\$ 3,652,807	\$ 2,188,682	\$ 2,363,272
Requirements				
Personnel Services	\$ 306,411	\$ 237,174	\$ 383,011	\$ 404,996
Materials and Services	229,166	151,953	184,333	189,906
Capital Outlay				
Transfers Out		1,263,988	1,247,743	1,244,817
Ending Net Working Capital	1,643,043	1,999,692	373,595	523,553
Total Requirements	\$ 2,178,620	\$ 3,652,807	\$ 2,188,682	\$ 2,363,272
Residence Hall Building Reserve				
Resources				
Beginning Net Working Capital	\$ 555,681	\$ 500,528	\$ 470,000	\$ 412,533
Interest Income	1,671	201	5,273	2,135
Total Resources	\$ 557,352	\$ 500,729	\$ 475,273	\$ 414,668
Requirements				
Materials and Services	\$	\$ 22,736	\$ 100,000	\$ 100,000
Transfers Out	\$ 56,824			
Ending Net Working Capital	500,528	477,993	375,273	314,668
Total Requirements	\$ 557,352	\$ 500,729	\$ 475,273	\$ 414,668

Central Oregon Community College
2023-24 Budget

Enterprise Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Residence Hall Summer Programs				
Resources				
Beginning Net Working Capital	\$ 154,578	\$ 156,193	\$ 156,000	\$ 172,927
Program Income	31,122	23,251	130,000	130,000
Interest Income	493	66	1,551	765
Total Resources	\$ 186,193	\$ 179,510	\$ 287,551	\$ 303,692
Requirements				
Personnel Services	\$	\$ 416	\$ 2,624	\$ 2,624
Materials and Services		2,561	72,000	72,000
Transfers Out	30,000		40,000	40,000
Ending Net Working Capital	156,193	176,533	172,927	189,068
Total Requirements	\$ 186,193	\$ 179,510	\$ 287,551	\$ 303,692
Residence Hall Technology Reserve				
Resources				
Beginning Net Working Capital	\$ 113,985	\$	\$	\$
Interest Income				
Total Resources	\$ 113,985	\$ -	\$ -	\$ -
Requirements				
Materials and Services	\$	\$	\$	\$
Transfers Out	\$ 113,985			
Ending Net Working Capital				
Total Requirements	\$ 113,985	\$ -	\$ -	\$ -

**Central Oregon Community College
2023-24 Budget**

Enterprise Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Juniper Hall Operations				
Resources				
Beginning Net Working Capital	\$ 208,161	\$ 208,819.00	\$ 208,905	\$ 208,905
Program Income				
Interest Income	658	86		
Total Resources	<u>\$ 208,819</u>	<u>\$ 208,905</u>	<u>\$ 208,905</u>	<u>\$ 208,905</u>
Requirements				
Personnel Services	\$	\$	\$	\$
Materials and Services				
Transfers Out				100,000
Ending Net Working Capital	208,819	208,905	\$ 208,905	108,905
Total Requirements	<u>\$ 208,819</u>	<u>\$ 208,905</u>	<u>\$ 208,905</u>	<u>\$ 208,905</u>
Food Service Operations				
Resources				
Beginning Net Working Capital	\$ 1,305,184	\$ 995,149	\$ 1,300,000	\$ 1,397,879
Food Services	18,246	1,402,696	1,515,250	1,594,800
Interest Income	3,831	431	20,000	10,000
Total Resources	<u>\$ 1,327,261</u>	<u>\$ 2,398,276</u>	<u>\$ 2,835,250</u>	<u>\$ 3,002,679</u>
Requirements				
Personnel Services	\$ 86,714	\$ 84,243	\$ 89,363	\$ 94,601
Materials and Services	45,398	1,046,279	1,400,000	1,378,500
Capital Outlay			75,000	200,000
Transfers Out	200,000		300,000	250,000
Ending Net Working Capital	995,149	1,267,754	970,887	1,079,578
Total Requirements	<u>\$ 1,327,261</u>	<u>\$ 2,398,276</u>	<u>\$ 2,835,250</u>	<u>\$ 3,002,679</u>

**Central Oregon Community College
2023-24 Budget**

Enterprise Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Bookstore				
Resources				
Beginning Net Working Capital	\$ 1,749,349	\$ 1,540,324	\$ 1,000,000	\$ 960,853
Bookstore Sales	700,156	747,042	950,000	950,000
Interest Income	4,029	461		461
Transfers In		200,000		
Total Resources	<u>\$ 2,453,534</u>	<u>\$ 2,487,827</u>	<u>\$ 1,950,000</u>	<u>\$ 1,911,314</u>
Requirements				
Personnel Services	\$ 360,625	\$ 350,953	\$ 436,597	\$ 417,967
Materials and Services	552,145	653,395	790,000	790,000
Capital Outlay	440		20,000	20,000
Transfers Out			200,000	
Ending Net Working Capital	1,540,324	1,483,479	503,403	683,347
Total Requirements	<u>\$ 2,453,534</u>	<u>\$ 2,487,827</u>	<u>\$ 1,950,000</u>	<u>\$ 1,911,314</u>

**Central Oregon Community College
2023-24 Budget**

Enterprise Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Enterprise Fund Total				
Resources				
Beginning Net Working Capital	\$ 4,409,827	\$ 5,044,056	\$ 2,926,000	\$ 3,326,687
Program Income	773,724	4,182,539	4,783,932	4,863,482
Interest Income	12,213	1,460	26,824	14,361
Transfer In	1,830,000	199,999		
Total Resources	<u>\$ 7,025,764</u>	<u>\$ 9,428,054</u>	<u>\$ 7,736,756</u>	<u>\$ 8,204,530</u>
Requirements				
Personnel Services	\$ 753,750	\$ 672,786	\$ 911,595	\$ 920,188
Materials and Services	826,709	1,876,924	2,546,333	2,530,406
Capital Outlay	440	0	95,000	220,000
Transfers Out	400,809	1,263,988	1,787,743	1,634,817
Ending Net Working Capital	5,044,056	5,614,356	2,396,085	2,899,119
Total Requirements	<u>\$ 7,025,764</u>	<u>\$ 9,428,054</u>	<u>\$ 7,736,756</u>	<u>\$ 8,204,530</u>

**Central Oregon Community College
2023-24 Budget**

Internal Service Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Centralized Services				
Resources				
Beginning Fund Balance	\$ 133,429	\$ 113,574	\$ 100,000	\$ 100,000
User Charges	23,631	31,631	40,000	
Interest Income	396	50	2,500	
Total Resources	<u>\$ 157,456</u>	<u>\$ 145,255</u>	<u>\$ 142,500</u>	<u>\$ 100,000</u>
Requirements				
Personnel Services	\$ 29,520	\$ 14,040	\$ 14,893	\$ -
Materials and Services	14,362	6,694	34,000	-
Capital Outlay			5,000	-
Transfers Out			5,000	100,000
Ending Fund Balance	113,574	124,521	83,607	
Total Requirements	<u>\$ 157,456</u>	<u>\$ 145,255</u>	<u>\$ 142,500</u>	<u>\$ 100,000</u>
Copier Activities				
Resources				
Beginning Fund Balance	\$ 331	\$ (31,807)	\$	\$ -
User Charges	30,311	56,797	85,000	85,000
Interest Income				
Total Resources	<u>\$ 30,642</u>	<u>\$ 24,990</u>	<u>\$ 85,000</u>	<u>\$ 85,000</u>
Requirements				
Materials and Services	\$ 62,449	\$ 48,365	\$ 60,000	\$ 60,000
Capital Outlay			1,000	1,000
Transfers Out				
Ending Fund Balance	(31,807)	(23,375)	24,000	24,000
Total Requirements	<u>\$ 30,642</u>	<u>\$ 24,990</u>	<u>\$ 85,000</u>	<u>\$ 85,000</u>

**Central Oregon Community College
2023-24 Budget**

Internal Service Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Internal Service Fund Total				
Resources				
Beginning Fund Balance	\$ 133,760	\$ 81,767	\$ 100,000	\$ 100,000
User Charges	53,942	88,428	125,000	85,000
Interest Income	396	50	2,500	-
Total Resources	<u>\$ 188,098</u>	<u>\$ 170,245</u>	<u>\$ 227,500</u>	<u>\$ 185,000</u>
Requirements				
Personnel Services	\$ 29,520	\$ 14,040	\$ 14,893	\$ -
Materials and Services	76,811	55,059	94,000	60,000
Capital Outlay	-	-	6,000	1,000
Transfers Out	-	-	5,000	100,000
Ending Fund Balance	81,767	101,146	107,607	24,000
Total Requirements	<u>\$ 188,098</u>	<u>\$ 170,245</u>	<u>\$ 227,500</u>	<u>\$ 185,000</u>

**Central Oregon Community College
2023-24 Budget**

Reserve Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Retiree Benefit Reserve				
Resources				
Beginning Fund Balance	\$ 471,057	\$ 464,940	\$ 347,000	\$ 342,400
Interest Income	1,481	186	3,908	2,105
Total Resources	<u>\$ 472,538</u>	<u>\$ 465,126</u>	<u>\$ 350,908</u>	<u>\$ 344,505</u>
Requirements				
Materials and Services	\$ 7,598	\$ 7,324	\$ 25,000	\$ 25,000
Transfers Out			130,000	130,000
Ending Fund Balance	464,940	457,802	195,908	189,505
Total Requirements	<u>\$ 472,538</u>	<u>\$ 465,126</u>	<u>\$ 350,908</u>	<u>\$ 344,505</u>
PERS Reserve				
Resources				
Beginning Fund Balance	\$ 1,251,640	\$ 1,254,657	\$ 654,000	\$ 655,033
Interest Income	3,017	377	7,766	3,211
Total Resources	<u>\$ 1,254,657</u>	<u>\$ 1,255,034</u>	<u>\$ 661,766</u>	<u>\$ 658,244</u>
Requirements				
Transfers Out	\$	\$	\$ 300,000	\$ 300,000
Ending Fund Balance	1,254,657	1,255,034	361,766	358,244
Total Requirements	<u>\$ 1,254,657</u>	<u>\$ 1,255,034</u>	<u>\$ 661,766</u>	<u>\$ 658,244</u>

Reserve Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Reserve Fund Total				
Resources				
Beginning Fund Balance	\$ 1,722,697	\$ 1,719,597	\$ 1,001,000	\$ 997,433
Interest Income	4,498	563	11,674	5,316
Total Resources	<u>\$ 1,727,195</u>	<u>\$ 1,720,160</u>	<u>\$ 1,012,674</u>	<u>\$ 1,002,749</u>
Requirements				
Materials and Services	\$ 7,598	\$ 7,324	\$ 25,000	\$ 25,000
Transfers Out			430,000	430,000
Ending Fund Balance	1,719,597	1,712,836	557,674	547,749
Total Requirements	<u>\$ 1,727,195</u>	<u>\$ 1,720,160</u>	<u>\$ 1,012,674</u>	<u>\$ 1,002,749</u>

**Central Oregon Community College
2023-24 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Federal Grants				
Resources				
Beginning Fund Balance	\$ 19,434	\$ 29,594	\$ 176,500	\$ 124,681
Federal Grants	4,866,748	6,031,137	4,620,961	1,435,147
Tuition and Fees	10,685	10,510	30,000	30,000
Transfers In	40,000	40,000	40,000	40,000
Total Resources	\$ 4,936,867	\$ 6,111,241	\$ 4,867,461	\$ 1,629,828
Requirements				
Personnel Services	\$ 955,833	\$ 921,988	\$ 645,552	\$ 921,192
Materials and Services	841,803	1,329,581	1,630,581	668,820
Capital Outlay	47,029	283,013		32,800
Transfers Out	3,062,608	3,312,900	2,500,000	
Ending Fund Balance	29,594	263,759	91,328	7,016
Total Requirements	\$ 4,936,867	\$ 6,111,241	\$ 4,867,461	\$ 1,629,828
State Grants				
Resources				
Beginning Fund Balance	\$ 70,573	\$ 52,750	\$ 11,347	\$ 1,347
State Grants	567,096	857,433	1,134,554	1,197,021
Other Income	3,500			
Total Resources	\$ 641,169	\$ 910,183	\$ 1,145,901	\$ 1,198,368
Requirements				
Personnel Services	\$ 456,362	\$ 683,178	\$ 869,426	\$ 974,816
Materials and Services	132,057	96,835	276,475	166,324
Capital Outlay		495		
Ending Fund Balance	52,750	129,675		57,228
Total Requirements	\$ 641,169	\$ 910,183	\$ 1,145,901	\$ 1,198,368

Central Oregon Community College
2023-24 Budget

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Other Grants				
Resources				
Beginning Fund Balance	\$ 301,640	\$ 305,390	\$ 455,563	\$ 265,870
Other Grants	182,563	583,195	163,564	515,197
Transfers In				
Total Resources	\$ 484,203	\$ 888,585	\$ 619,127	\$ 781,067
Requirements				
Personnel Services	\$ 154,779	\$ 144,618	\$ 212,317	\$ 265,798
Materials and Services	24,034	213,569	221,105	205,250
Capital Outlay		18,456	2,500	87,251
Transfers Out				
Ending Fund Balance	305,390	511,942	183,205	222,768
Total Requirements	\$ 484,203	\$ 888,585	\$ 619,127	\$ 781,067
Contracts				
Resources				
Beginning Fund Balance	\$ 169,804	\$ 72,515	\$ 165,474	\$ 185,280
Contract Income	586,019	390,233	178,500	426,159
State Grants	61,426	218,436	127,421	
Total Resources	\$ 817,249	\$ 681,184	\$ 471,395	\$ 611,439
Requirements				
Personnel Services	\$ 359,961	\$ 191,205	\$ 275,210	\$ 287,017
Materials and Services	50,583	89,985	105,934	79,646
Capital Outlay		237		
Transfers Out	334,190			22,514
Ending Fund Balance	72,515	399,757	90,251	222,262
Total Requirements	\$ 817,249	\$ 681,184	\$ 471,395	\$ 611,439
New Programs				
Resources				
Beginning Fund Balance	\$	\$	\$	\$
Grants and Contracts Income			1,000,000	1,000,000
Total Resources	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000
Requirements				
Materials and Services	\$	\$	\$ 1,000,000	\$ 1,000,000
Ending Fund Balance				
Total Requirements	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000

**Central Oregon Community College
2023-24 Budget**

Special Revenue Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Special Revenue Fund Total				
Resources				
Beginning Fund Balance	\$ 561,451	\$ 460,249	\$ 808,884	\$ 577,178
Federal Grants	4,866,748	6,031,137	4,620,961	1,435,147
State Grants	628,522	1,075,869	1,261,975	1,197,021
Other Grants	182,563	583,195	1,163,564	1,515,197
Tuition and Fees	10,685	10,510	30,000	30,000
Contract Income	586,019	390,233	178,500	426,159
Other Income	3,500			
Transfers In	40,000	40,000	40,000	40,000
Total Resources	\$ 6,879,488	\$ 8,591,193	\$ 8,103,884	\$ 5,220,702
Requirements				
Personnel Services	\$ 1,926,935	\$ 1,940,989	\$ 2,002,505	\$ 2,448,823
Materials and Services	1,048,477	1,729,970	3,234,095	2,120,040
Capital Outlay	47,029	302,201	2,500	120,051
Transfers Out	3,396,798	3,312,900	2,500,000	22,514
Ending Fund Balance	460,249	1,305,133	364,784	509,274
Total Requirements	\$ 6,879,488	\$ 8,591,193	\$ 8,103,884	\$ 5,220,702

Central Oregon Community College
2023-24 Budget

Special Revenue Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Contingency	Fiscal Year 2023-24 PROPOSED Budget
Federal Grants							
ABE - Special Projects	5.8	\$ 317,193	\$ 40,530	\$	\$	\$	\$ 357,723
Carl Perkins	0.2	20,600	34,400				55,000
SBA Grant	0.6	78,259					78,259
SBA Grant Match	0.5	40,004					40,004
Adv Manufacturing & Cybersecurity	1.0	126,597	21,248				147,845
Child Care Access Partents in School	0.1	8,078	52,597				60,675
Local Public Health Workforce	0.6	76,644	44,101				120,745
Early Childcare Business Accel Pgm	1.0	115,322	75,000				190,322
Startalk Programs		13,000	66,000				79,000
NSF Physical Sciences		8,700	33,000				41,700
HRSA Rural Public Health Workforce		12,556	26,666				39,222
NSF Careers in Information Security	1.3	24,810	87,839				112,649
Centers of Excellence for Veteran Stdnt Success		79,429	187,439	32,800			299,668
Ending Fund Balance							7,016
Total Requirements	<u>11.1</u>	<u>\$ 921,192</u>	<u>\$ 668,820</u>	<u>\$ 32,800</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,629,828</u>
State Grants							
OBDD	1.7	\$ 89,279	\$	\$	\$	\$	\$ 89,279
OR Develop Ed Work Group			1,347				1,347
HECC Deer Ridge ABS		520,794	18,927				539,721
Future Ready OR - CP		112,007					112,007
Linn-Benton Career Connected LN		100,000	40,250				140,250
ODVA Suicide Awareness Prevention			3,000				3,000
Future Ready Pre-Apprenticeship		152,736	102,800				255,536
Ending Fund Balance							57,228
Total Requirements	<u>1.7</u>	<u>\$ 974,816</u>	<u>\$ 166,324</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,198,368</u>

Central Oregon Community College
2023-24 Budget

Special Revenue Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Contingency	Fiscal Year 2023-24 PROPOSED Budget
Other Grants							
Veteran-Partnership to End Poverty		\$	\$ 4,000	\$	\$	\$	\$ 4,000
Meyer Memorial-Latix, Nat. Amer. & Afro			34,101				34,101
Deer Ridge Entrepreneurship			4,000				4,000
Portland CC STEP	1.0	96,370	7,000				103,370
Regional CC Career Tech Ed			15,000				15,000
Forest Mgmt through Paid Research			10,000				10,000
COHC Public Health Workforce	0.6	77,545	44,101				121,646
OR Inclusive Career Adv Prgm	0.5	28,933	30,150				59,083
Reser Family Foundation Welding				1,251			1,251
Pacific Power EVSE				86,000			86,000
Adv. Literacy Acquisition Evidence-Based		6,321	19,644				25,965
Improving Graduation Rates Native American		19,129	34,254				53,383
DC Spanish for First Responders			3,000				3,000
Marie Lamfrom Expanding Youth Programs		37,500					37,500
Ending Fund Balance							222,768
Total Requirements	<u>2.1</u>	<u>\$ 265,798</u>	<u>\$ 205,250</u>	<u>\$ 87,251</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 781,067</u>
Contracts							
SCHS MA Partnership	2.6	74,520	8,000				82,520
SCHS CNA		69,000	10,000				79,000
Deer Ridge Welding Program	1.3	143,497	61,646		\$ 22,514		227,657
Ending Fund Balance							222,262
Total Requirements	<u>3.9</u>	<u>\$ 287,017</u>	<u>\$ 79,646</u>	<u>\$ -</u>	<u>\$ 22,514</u>	<u>\$ -</u>	<u>\$ 611,439</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
2023-24 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Self-Sustaining Activities				
Resources				
Beginning Fund Balance	\$ 4,123,392	\$ 4,068,305	\$ 4,242,395	\$ 3,893,146
Tuition and Fees	183,922	251,396	333,065	314,000
Other Income	707,730	680,121	781,800	760,800
Sales of Goods and Services	2,906	25,152	17,000	17,000
Program and Fee Income	61,680	132,247	291,100	268,500
Donations	37,587	33,639	30,141	38,000
Interest Income	13,060	1,913	34,243	31,342
Transfers In	447,126	415,663	165,126	340,141
Total Resources	\$ 5,577,403	\$ 5,608,436	\$ 5,894,870	\$ 5,662,929
Requirements				
Personnel Services	\$ 471,471	\$ 563,912	\$ 946,059	\$ 980,185
Materials and Services	382,157	495,320	1,300,366	1,546,266
Capital Outlay	39,279	147,739	258,000	280,000
Transfers Out	616,191	148,466	160,000	570,000
Ending Fund Balance	4,068,305	4,252,999	3,230,475	2,286,478
Total Requirements	\$ 5,577,403	\$ 5,608,436	\$ 5,894,900	\$ 5,662,929
Non-General Fund Instruction				
Resources				
Beginning Fund Balance	\$ 3,988,359	\$ 5,030,560	\$ 5,528,200	\$ 4,455,300
Tuition and Fees	3,001,415	3,106,247	2,507,955	1,352,000
Other Income	(376,218)	4,515	65,000	65,000
Sales of Goods and Services	5,085		4,000	4,000
Program and Fee Income	430,130	633,773	918,093	816,549
Donations	1,000	98,778	105,000	105,000
Interest Income	21,954	3,036	39,304	14,724
Transfers In	2,211,399	1,547,026	969,623	776,162
Total resources	\$ 9,283,124	\$ 10,423,935	\$ 10,137,175	\$ 7,588,735
Requirements				
Personnel Services	\$ 3,206,382	\$ 3,273,938	\$ 4,138,871	\$ 3,225,869
Materials and Services	992,602	1,912,128	1,080,790	1,377,771
Capital Outlay	53,580	45,810	333,000	325,000
Transfers Out		419,000	800,000	2,170,000
Ending Fund Balance	5,030,560	4,773,059	3,784,514	490,095
Total Requirements	\$ 9,283,124	\$ 10,423,935	\$ 10,137,175	\$ 7,588,735

Central Oregon Community College
2023-24 Budget

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Revolving Activities				
Resources				
Beginning Fund Balance	\$ 830,489	\$ 836,403	\$ 620,900	\$ 434,410
Grants and Contracts	396,149	400,452	415,735	415,735
Donations	22,424	19,306		
Interest Income	2,595	341	7,018	1,265
Transfers In	153,554	158,161	282,651	291,130
Total Resources	<u>\$ 1,405,211</u>	<u>\$ 1,414,663</u>	<u>\$ 1,326,304</u>	<u>\$ 1,142,540</u>
Requirements				
Personnel Services	\$ 545,203	\$ 559,946	\$ 698,386	\$ 717,870
Materials and Services	23,605	10,387	220,900	214,900
Capital Outlay				
Transfers Out			400,000	200,000
Ending Fund Balance	836,403	844,330	7,018	9,770
Total Requirements	<u>\$ 1,405,211</u>	<u>\$ 1,414,663</u>	<u>\$ 1,326,304</u>	<u>\$ 1,142,540</u>
Contractual & Administrative Provisions				
Resources				
Beginning Fund Balance	\$ 925,901	\$ 1,036,045	\$ 1,158,000	\$ 1,176,958
Grants and Contracts	376,218			
Other Income	30,173	35,998	30,000	35,500
Program and Fee Income	12,817	13,291	15,000	15,000
Interest Income	74,179	76,443	80,374	78,226
Transfers In	870,608	790,733	314,400	311,120
Total Resources	<u>\$ 2,289,896</u>	<u>\$ 1,952,510</u>	<u>\$ 1,597,774</u>	<u>\$ 1,616,804</u>
Requirements				
Personnel Services	\$ 1,066,112	\$ 337,016	\$ 399,972	\$ 526,759
Materials and Services	144,289	377,635	310,988	268,000
Capital Outlay	3,450	220	2,986	
Transfers Out	40,000	45,000	75,000	
Ending Fund Balance	1,036,045	1,192,639	808,828	822,045
Total Requirements	<u>\$ 2,289,896</u>	<u>\$ 1,952,510</u>	<u>\$ 1,597,774</u>	<u>\$ 1,616,804</u>

**Central Oregon Community College
2023-24 Budget**

Auxiliary Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Auxiliary Fund Total				
Resources				
Beginning Fund Balance	\$ 9,868,141	\$ 10,971,313	\$ 11,549,495	\$ 9,959,814
Tuition and Fees	3,185,337	3,357,643	2,841,020	1,666,000
Grants and Contracts	772,367	400,452	415,735	415,735
Other Income	361,685	720,634	876,800	861,300
Sales of Goods and Services	7,991	25,152	21,000	21,000
Program and Fee Income	504,627	779,311	1,224,193	1,100,049
Donations	61,011	151,723	135,141	143,000
Interest Income	111,788	81,733	160,939	125,557
Transfers In	3,682,687	2,911,583	1,731,800	1,718,553
Total resources	\$ 18,555,634	\$ 19,399,544	\$ 18,956,123	\$ 16,011,008
Requirements				
Personnel Services	\$ 5,289,168	\$ 4,734,812	\$ 6,183,288	\$ 5,450,683
Materials and Services	1,542,653	2,795,470	2,913,044	3,406,937
Capital Outlay	96,309	193,769	593,986	605,000
Transfers Out	656,191	612,466	1,435,000	2,940,000
Ending Fund Balance	10,971,313	11,063,027	7,830,835	3,608,388
Total Requirements	\$ 18,555,634	\$ 19,399,544	\$ 18,956,153	\$ 16,011,008

**Central Oregon Community College
2023-24 Budget**

Auxiliary Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Fiscal Year 2023-24 PROPOSED Budget
Self-Sustaining Activities						
Medical Leave Assistance Program	-	\$	\$ 100,000	\$	\$	\$ 100,000
Public Safety			15,000	5,000		20,000
Law Enforcement Testing	0.1	2,630				2,630
Sustainability Fund	0.8	70,455	20,000			90,455
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
Geology Field Study			7,400			7,400
General Testing	0.1	1,728	22,000			23,728
Art Cards			20,000			20,000
Auto and Industrial Fees			25,000			25,000
Facility Fees	1.0	107,533	10,000		60,000	177,533
Club Sports	0.6	18,910	20,490	5,000	50,000	94,400
Vending Activities			50,000		100,000	150,000
Classified Training			12,000			12,000
Performing Arts			4,000			4,000
Hybrid Vehicle Fleet			5,500			5,500
Special Programs - Admin	1.5	229,978	20,000			249,978
Vehicles			5,500	40,000		45,500
Physiology Lab Activities	0.1	6,105	14,000		10000	30,105
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

Central Oregon Community College
2023-24 Budget

Auxiliary Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Fiscal Year 2023-24 PROPOSED Budget
Self-Sustaining Activities (Continued)						
College Now	3.3	326,886	15,500	2,000		344,386
Salvage Sales			10,000			10,000
CTE Accreditation			51,876			51,876
Strategic Planning Fund			100,000			100,000
Media Activities			25,000			25,000
Tutor/Testing Activities	1.2	70,526	39,150	10,000		119,676
Institutional Advancement			15,000			15,000
PT & ADJ Instructional Projects			40,000			40,000
Student Honors Recognition			1,785			1,785
Innovation Account			40,000			40,000
Mazama Lab Fees			50,000	30,000	50,000	130,000
Tool Room Deposits			4,000			4,000
Computer Lab Printers			8,000			8,000
Instructional Projects	0.4	26,928	90,000	5,000	10,000	131,928
Oregon Intl Education Consortium			5,000			5,000
Student Government	2.0	64,835	55,300		15,000	135,135
The Broadside	1.3	41,310	8,750			50,060
Culinary 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		25,000	32,515
Math Contest			2,000			2,000
Nursing Club			7,000			7,000
Clothing Connection			5,000			5,000
Diversity & Inclusion Events			20,000			20,000
Redmond Campus Operations			310,000	150,000	250,000	710,000
Chandler Lab Operations			30,000			30,000
Prineville Campus Operations			46,000	5,000		51,000
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						2,286,478
Total Requirements	<u>12.6</u>	<u>\$ 980,185</u>	<u>\$ 1,546,266</u>	<u>\$ 280,000</u>	<u>\$ 570,000</u>	<u>\$ 5,662,929</u>

**Central Oregon Community College
2023-24 Budget**

Auxiliary Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Fiscal Year 2023-24 PROPOSED Budget
Non-General Fund Instruction						
Summer Session		\$	\$	\$	\$ 2,130,000	\$ 2,130,000
Apprenticeship	1.2	82,080	34,500			116,580
International Programs	0.3	16,650	30,000			46,650
SBDC Program Activities	1.1	89,279	30,500			119,779
Business Development & Training Ger	1.1	86,994	8,500			95,494
ABE General Purpose	6.0	730,409	39,000			769,409
Outreach Centers			100,000	50,000		150,000
Workforce Training	4.0	406,204	288,600			694,804
Veterinarian Tech Program			22,000	-		22,000
Culinary Foundation Fund			50,000			50,000
EMT Practical Exam	0.4	14,040				14,040
Nursing Software Program			13,200			13,200
Biology Field Study			5,000			5,000
Contracted Credit Classes	0.4	16,200	14,000		40,000	70,200
Community Education	5.5	712,516	142,471	5,000		859,987
Fire Science			5,500			5,500
Licensed Massage Therapy			15,000	15,000		30,000
Aviation Program - Simulator Fees	13.5	999,122	541,500	250,000		1,790,622
Unmanned Aerial Systems Operations			8,500	5,000		13,500
Deer Ridge Welding Program	0.1	9,990	25,500			35,490
Deer Ridge ABS Program	1.0	62,385	4,000			66,385
Ending Fund Balance						490,095
Total Requirements	<u>34.6</u>	<u>\$ 3,225,869</u>	<u>\$ 1,377,771</u>	<u>\$ 325,000</u>	<u>\$ 2,170,000</u>	<u>\$ 7,588,735</u>

Central Oregon Community College
2023-24 Budget

Auxiliary Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Fiscal Year 2023-24 PROPOSED Budget
Revolving						
Foundation Billings	5.4	\$ 717,870	\$	\$	\$	\$ 717,870
Partnership Collaborations			200,000		200,000	400,000
Automotive Donation			9,900			9,900
Student Relief Fund			5,000			5,000
Ending Fund Balance						9,770
Total Requirements	<u>5.4</u>	<u>\$ 717,870</u>	<u>\$ 214,900</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 1,142,540</u>
Contractual and Administrative Provisions						
Faculty Professional Improvement		\$	\$ 100,000	\$	\$ -	\$ 100,000
Adjunct Faculty Professional Improvement			40,000			40,000
ABE Professional Development Funds			20,000			20,000
Admin. Prof. Dev. & Sabbatical			20,000			20,000
Sabbatical - Faculty	1.6	199,672				199,672
Institutional Staff Development			25,500			25,500
Unemployment Reserve		175,000				175,000
Insurance Reserve Deductible			50,000			50,000
Keyes Education Fund	2.0	152,087	12,500			164,587
Ending Fund Balance						822,045
Total Requirements	<u>3.6</u>	<u>\$ 526,759</u>	<u>\$ 268,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,616,804</u>

**Central Oregon Community College
2023-24 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Federal Grants				
Resources				
Beginning Fund Balance	\$ 181,736		\$	
Grants	5,592,331	11,907,306	8,452,000	8,452,000
Other Income	7,940	6,980	24,000	24,000
Transfers In	8,809	18,677	50,000	50,000
Total Resources	\$ 5,790,816	\$ 11,932,963	\$ 8,526,000	\$ 8,526,000
Requirements				
Personnel Services	\$ 36,441	\$ 65,475	\$ 202,000	\$ 202,000
Materials and Services	5,754,375	11,835,638	8,324,000	8,324,000
Ending Fund Balance		31,850		
Total Requirements	\$ 5,790,816	\$ 11,932,963	\$ 8,526,000	\$ 8,526,000
State Grants				
Resources				
Beginning Fund Balance	\$	\$	\$	\$
Grants	2,808,564	3,139,779	4,600,000	4,800,000
Total Resources	\$ 2,808,564	\$ 3,139,779	\$ 4,600,000	\$ 4,800,000
Requirements				
Materials and Services	\$ 2,808,564	\$ 3,139,779	\$ 4,600,000	\$ 4,800,000
Ending Fund Balance				
Total Requirements	\$ 2,808,564	\$ 3,139,779	\$ 4,600,000	\$ 4,800,000
Financial Aid - Institutional				
Resources				
Beginning Fund Balance	\$ 505,803	\$ 578,985	\$ 387,000	\$ 265,800
Foundation Contributions	1,397,826	1,413,385	1,800,000	1,800,000
Other Income				
Interest Income	1,586	199	4,790	2,212
Transfers In	182,182	100,000	100,000	100,000
Total Resources	\$ 2,087,397	\$ 2,092,569	\$ 2,291,790	\$ 2,168,012
Requirements				
Materials and Services	\$ 1,499,603	\$ 1,552,961	\$ 2,013,000	\$ 2,013,000
Transfers Out	8,809	118,677	150,000	150,000
Ending Fund Balance	578,985	420,931	128,790	5,012
Total Requirements	\$ 2,087,397	\$ 2,092,569	\$ 2,291,790	\$ 2,168,012

**Central Oregon Community College
2023-24 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Financial Aid - Other				
Resources				
Beginning Fund Balance	\$ 175,343	\$ 201,553	\$ 212,000	\$ 230,678
Other Income	6,624	6,304	5,000	5,000
Trust and Interest Income	23,830	24,534	23,281	22,924
Total Resources	\$ 205,797	\$ 232,391	\$ 240,281	\$ 258,602
Requirements				
Personnel Services	\$	\$	\$ 1,565	\$ 1,565
Materials and Services	4,244	13,135	32,500	32,500
Ending Fund Balance	201,553	219,256	206,216	224,537
Total Requirements	\$ 205,797	\$ 232,391	\$ 240,281	\$ 258,602

**Central Oregon Community College
2023-24 Budget**

Financial Aid Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Financial Aid Fund Total				
Resources				
Beginning Fund Balance	\$ 681,146	\$ 780,538	\$ 599,000	\$ 496,478
Foundation Contributions	1,397,826	1,413,385	1,800,000	1,800,000
Grants	8,400,895	15,047,085	13,052,000	13,252,000
Other Income	14,564	13,284	29,000	29,000
Trust and Interest Income	25,416	24,733	28,071	25,136
Transfers In	190,991	118,677	150,000	150,000
Total Resources	<u>\$ 10,710,838</u>	<u>\$ 17,397,702</u>	<u>\$ 15,658,071</u>	<u>\$ 15,752,614</u>
Requirements				
Personnel Services	\$ 36,441	\$ 65,475	\$ 203,565	\$ 203,565
Materials and Services	10,066,786	16,541,513	14,969,500	15,169,500
Transfers Out	8,809	118,677	150,000	150,000
Ending Fund Balance	780,538	672,037	335,006	229,549
Total Requirements	<u>\$ 10,892,574</u>	<u>\$ 17,397,702</u>	<u>\$ 15,658,071</u>	<u>\$ 15,752,614</u>

Central Oregon Community College
2023-24 Budget

Financial Aid Fund - Requirements by Category

	FTE	Personnel Services	Materials & Services	Capital Outlay	Interfund Transfers-Out	Fiscal Year 2023-24 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>\$ 8,526,000</u>
State Grants						
State Need		\$	\$ 2,500,000	\$	\$	\$ 2,500,000
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>\$ 4,800,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 4,800,000</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						5,012
Total Requirements	<u>-</u>	<u>\$ -</u>	<u>\$ 2,013,000</u>	<u>\$ -</u>	<u>\$ 150,000</u>	<u>\$ 2,168,012</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						224,537
Total Requirements	<u>0.1</u>	<u>\$ 1,565</u>	<u>\$ 32,500</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 258,602</u>

**Central Oregon Community College
2023-24 Budget**

Trust and Agency Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Robert R. Clark Trust				
Resources				
Beginning Fund Balance	\$ 385,204	\$ 379,863	\$ 373,034	\$ 377,050
Interest Income	3,059	2,148	7,400	6,500
Total Resources	<u>\$ 388,263</u>	<u>\$ 382,011</u>	<u>\$ 380,434</u>	<u>\$ 383,550</u>
Requirements				
Materials and Services	\$ 8,400	\$ 8,250	\$ 13,500	\$ 13,500
Ending Fund Balance	379,863	373,761	366,934	370,050
Total Requirements	<u>\$ 388,263</u>	<u>\$ 382,011</u>	<u>\$ 380,434</u>	<u>\$ 383,550</u>
Oregon Community College Library Association				
Resources				
Beginning Fund Balance	23,270	\$ 23,334	\$ 23,300	\$ 23,250
Other Income			1,700	1,700
Interest Income	74	14	232	232
Total Resources	<u>\$ 23,344</u>	<u>\$ 23,348</u>	<u>\$ 25,232</u>	<u>\$ 25,182</u>
Requirements				
Materials and Services	\$ 10		\$ 5,000	\$ 10,000
Ending Fund Balance	23,334	23,348	20,232	15,182
Total Requirements	<u>\$ 23,344</u>	<u>\$ 23,348</u>	<u>\$ 25,232</u>	<u>\$ 25,182</u>

**Central Oregon Community College
2023-24 Budget**

Trust and Agency Fund - Resources and Requirements

	Fiscal Year 2020-21 ACTUAL Amounts	Fiscal Year 2021-22 ACTUAL Amounts	Fiscal Year 2022-23 CURRENT Budget	Fiscal Year 2023-24 PROPOSED Budget
Trust & Agency Fund Total				
Resources				
Beginning Fund Balance	\$ 408,474	\$ 403,197	\$ 396,334	\$ 400,300
Other Income			1,700	1,700
Interest Income	3,133	2,162	7,632	6,732
Total Resources	<u>\$ 411,607</u>	<u>\$ 405,359</u>	<u>\$ 405,666</u>	<u>\$ 408,732</u>
Requirements				
Materials and Services	8,410	8,250	18,500	23,500
Ending Fund Balance	403,197	397,109	387,166	385,232
	<u>\$ 411,607</u>	<u>\$ 405,359</u>	<u>\$ 405,666</u>	<u>\$ 408,732</u>



Central Oregon Community College Budget Committee: Resolution

Subject	Approval of the 2023-24 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 \$3,093,424. The Proposed Budget expenditures for all funds total \$118,463,057.

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 2023-24 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 2023-24 in the aggregate amount of \$118,463,057 (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 \$3,093,424 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 12, 2023 – 5:45 PM
Boyle Education Center Boardroom / YouTube

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:45pm	I. Call to Order			Abernethy
	II. Native Lands Acknowledgement	2a.1*		Abernethy
	III. Roll Call			Kovitz
	<u>Board Members & Guests</u>			
	Bruce Abernethy (Chair), Joe Krenowicz, Oliver Tatom, Alan Unger, Erica Skatvold, Laura Craska Cooper, Jim Clinton, Laurie Chesley (COCC President), Alicia Moore, Laura Boehme, Zak Boone, Annemarie Hamlin, Dustin Seyler, Roger Detweiler, Harry Hamilton, Debi Harr, Rebekah Lambert, Richard Hurd, Erin Merz, Diane Barry, Scott Burge, Cindy Lenhart, Paul Taylor, Venus Nguyen, Alan Nunes, Matt Novak, Lisa Shipman, Josh Clawson.			
	The Board approved Rebekah Lambert as a new member of the Budget Committee.			
	<ul style="list-style-type: none"> • 1st Laura Craska Cooper • 2nd Joe Krenowicz • Motion Approved Unanimously 			
	IV. Public Comment			Abernethy
	COCC science tutor and veteran, Guy Reynolds, commented on the importance of supporting veteran students and programs at COCC. Dr. Chesley acknowledged a recent grant to the COCC veterans' program, which was spearheaded by the program's coordinator, Bonnie Jordan.			
	V. President's Report			Chesley
	A. Introduction of Cory Darling			Chesley
	a. New Director of Campus Safety and Emergency Management			
	B. Introduction of All-Oregon Academic Team			Wright

* 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.

- a. High GPA students demonstrating academic excellence, intellectual rigor and leadership skills that go beyond the classroom. They will receive scholarships and be recognized by state legislators. Students are nominated by their instructors.
- b. Matt Novak nominated Oscar Tovar
- c. Venus Nguyen nominated Nacho Ruiz
- d. Alan Nunes nominated Adriana Altamirano
- e. Lisa Shipman nominated Claire Landon (absent)

VI. Agenda Changes **Abernethy**
None.

VII. Adjourn to Budget Committee **Abernethy**

A. Board and Budget Committee members introduced themselves **Abernethy**

B. Board and Budget Committee select a chair **Abernethy**

a. Joe Krenowicz nominated Roger Detweiler and Harry Hamilton. Hamilton declined. Detweiler accepted.

b. Motion for Roger Detweiler as Chair of Budget Committee

i. 1st Bruce Abernethy

ii. 2nd Laura Craska Cooper

iii. Motion Approved Unanimously

C. Call Budget Committee to Order

Detweiler

D. Budget Committee Meeting

7a,b,c *

Knutson

a. President Chesley summarized some of the principles guiding this year's budget development process. She emphasized the importance of maintaining the College's historical focus on fiscal stability and the importance of making strategic choices. Not all new budget requests for the coming year were approved. Several factors in next year's budget proposal will likely change because the legislature is still in session and will be determining the Community College Support Fund allocation, and negotiations with the Faculty Forum are still in progress.

b. Budget overview presentation

c. Budget overview presentation

i. 2023-24 Proposed General Fund Budget

ii. Proposed General Fund Expenditures by Object Class

iii. Summary of General Fund Transfers

VIII. Adjourn to Open Session

Abernethy

IX. Consent Agenda***

Abernethy

* 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.

1. Regular Meeting Minutes (3.8.23) 9a.1* X Chesley^A
 - a. Motion to Approve Consent Agenda
 - i. 1st: Laura Craska Cooper
 - ii. 2nd: Erica Skatvold
 - iii. Motion Approved Unanimously

X. Information Items

1. Financial Statements 10a.1* Knutson^A
2. New Hire Reports 10b.1* Boehme^A
3. Real Estate Committee Update Krenowicz
 - a. The city of Bend is discussing where to place a new water line for COCC. It was discussed further in the Executive Session.
4. NWCCU Mid-Cycle Visit Hamlin/Moore^P
 - a. Annemarie Hamlin reviewed what will happen in the Mid-Cycle Visit. Three evaluators from other colleges will interview COCC faculty and staff over two days, review reports and offer constructive feedback.

XI. New Business

1. Tuition and Fees - Resolution 11.a.1* X Knutson/Moore^A
 - a. The following tuition increases were proposed:

Tuition Rates for Fiscal Year 2023-24

Tuition Residency Categories	2022-23 Tuition	\$ Assumption Change	% Assumption Change	2023-24 Tuition
In-District	\$ 113.00	\$ 5.00	4.42%	\$ 118.00
Non-Resident Veterans	\$ 136.00	\$ 6.00	4.41%	\$ 142.00
Out-of-District/Border States	\$ 159.00	\$ 8.00	5.03%	\$ 167.00
Out-of-state/International	\$ 331.00	\$ 16.00	4.83%	\$ 347.00

- b. Motion to Approve Tuition Increase
 - i. 1st: Laura Craska Cooper
 - ii. 2nd: Joe Krenowicz
 - iii. Motion Approved Unanimously
2. '23-24 Suspended Programs – Resolution 11.b.1* X Hamlin^A
 - a. Motion to Approve Suspension of Management AASO, American Communication CCI and Business ASOT Effective Fall 2022
 - i. 1st: Joe Krenowicz
 - ii. 2nd: Laura Craska Cooper
 - iii. Motion Approved Unanimously
3. MTM's - Business & English – Resolution 11.c.1* X Hamlin^A

* 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.

- a. Motion to Approve New Associate Transfer Degrees in Business and English Literature Effective Fall 2023
 - i. 1st: Alan Unger
 - ii. 2nd: Laura Craska Cooper
 - iii. Motion Approved Unanimously

XII. Adjourn to Contract Review Board Meeting

Abernethy

Contract Review Board Meeting

- 1. Procurement Change -- Resolution 12a.1* X **Boehme^A**
 - a. The following procurement change was proposed

Direct purchase – May purchase directly

<u>Procurement Class</u>	<u>Threshold</u>	<u>COCC Current Limits</u>	<u>Proposed New Limits</u>
GOODS & SERVICES	Direct purchase	not to exceed \$25,000	not to exceed \$10,000

- b. Motion to Approve Propsed Procurement
 - i. 1st: Alan Unger
 - ii. 2nd: Laura Craska Cooper
 - iii. Motion Approved Unanimously

XIII. Adjourn to Regular Board Meeting

Abernethy

XIV. Board of Directors' Operations

Abernethy

Board Member Activities

1. Jim Clinton: Meeting with VPFO candidate. Attended Real Estate Committee Meeting.
2. Alan Unger: Attended weekly Zoom legislative meetings with OCCA, as well as multiple board meetings and executive meetings and OCCA diversity and inclusion equity meeting.
3. Laura Craska Cooper: Attended anniversary celebration of COCC Redmond campus. Lunch with Dr. Chesley. Meeting with VPFO candidate. Meeting with Zak Boone. Attended Meal of the Year. Meeting with Rebecca Lambert to recruit to the Budget Committee.
4. Erica Skatvold: Attended the Whiten Town Hall at COCC Bend, the OSC advisory board meeting regarding the Cascades Edge Program, the Meal of the Year, the Sunriver/La Pine Economic Development Luncheon, and Real Estate Committee meeting.
5. Joe Krenowicz: Attended COCC Redmond campus anniversary celebration and the Real Estate Committee meeting.
6. Bruce Abernethy: Attended COCC Redmond campus anniversary celebration. Interviewed candidates running for COCC Board of Directors. Met with Chesley and Unger regarding possible land usage on the Redmond campus. Attended Meal of the Year. Attended Kyes Trust meeting.

* 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. Dates

1. Wednesday, May 10 – Board of Directors’ Meeting – Prineville Campus at 5:45 p.m.
2. Friday, May 19 – Redmond Anniversary Coffee – RTEC – at 8:30 a.m.
3. Wednesday, June 14 – Board of Directors’ Meeting – Madras Campus at 5:45 a.m.
4. Saturday, June 17 – Commencement Ceremony – Mazama Field at 10:00 a.m.

XVI. Adjourn to Executive Session

Abernethy

ORS 192.660 section 2, subsection d, Labor Negotiations
ORS 192.600 section 2, subsection e, for the purpose of discussing real property transactions
ORS 192.660 section 2, subsection h, Consult with Counsel concerning current or likely litigation to be filed
ORS 192.660 section 1, subsection i, Performance Evaluation of the CEO

XVII. Adjourn to Open Session

Abernethy

XVIII. Open Session

Abernethy

XIX. Adjourn

Abernethy

* 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 Aavailable for background information if requested.



Central Oregon Community College Board of Directors: Resolution

Subject	Approval of the 2022-23 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 transfer will direct \$400k to the Repair & Maintenance Fund and \$400k to ITS Lifecycle. 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 \$11.7 million (24.5%), which is \$7.0 million over the required \$4.7 million reserve requirement. This current year transfer-out reduces next year's scheduled general fund transfers to the Capital Projects Fund effectively reducing the 2023-24 budgeted appropriations by \$800,000.

B. Options

- 1) Approve 2022-23 end-of-year transfer out from the general fund.
- 2) Do not approve 2022-23 end-of-year transfer out from the general fund.

C. Timing

Approval of the proposed 2022-23 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 2022-23 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 2023 Financial Statements

Cash and Investments

The College's operating cash balances currently total \$45.5 million. The March average yield for the Local Government Investment Pool is 3.75 percent, no change from last month.

General Fund Revenues

Spring term registration continues this month increasing tuition and fee revenues by \$4.3million over the prior month.

General Fund Expenses

The expenses through March 2023 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 2023

<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	\$ 20,718,000	\$ 20,293,525	\$ (424,475)	98.0%	98.1%
Prior Taxes	464,000	352,000	(112,000)	75.9%	79.7%
Tuition and fees	15,570,000	15,460,238	(109,762)	99.3%	91.0%
State Aid	9,388,000	7,341,954	(2,046,046)	78.2%	84.2%
Program and Fee Income	41,200	22,506	(18,694)	54.6%	42.4%
Interest & Misc. Income	206,000	55,470	(150,530)	26.9%	46.4%
Transfers-In	4,860,000	2,410,000	(2,450,000)	49.6%	100.0%
Total Revenues	\$ 51,247,200	\$ 45,935,693	\$ (5,311,507)		
Expenses by Function					
Instruction	\$ 23,184,227	\$ 14,957,252	\$ 8,226,975	64.5%	65.4%
Academic Support	4,725,247	3,164,883	1,560,364	67.0%	63.9%
Student Services	6,091,460	3,603,861	2,487,599	59.2%	64.1%
College Support	5,754,800	3,490,173	2,264,627	60.6%	60.9%
Plant Operations and Maintenance	4,849,080	3,067,594	1,781,486	63.3%	63.5%
Information Technology	5,255,781	3,427,883	1,827,898	65.2%	60.5%
Financial Aid	112,897	58,528	54,369	51.8%	48.8%
Contingency	800,000	-	800,000	0.0%	0.0%
Transfers-Out	2,331,800	2,291,800	40,000	98.3%	100.0%
Total Expenses	\$ 53,105,292	\$ 34,061,974	\$ 19,043,318		
Revenues Over/(Under) Expenses	\$ (1,858,092)	\$ 11,873,719	\$ 13,731,811		

Central Oregon Community College
Monthly Budget Status
March 2023

	<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>
<u>Non General Funds</u>					
Debt Service Fund					
Revenues	\$ 5,351,906	\$ 4,858,524	\$ (493,382)	90.8%	97.1%
Expenses	5,543,685	2,096,326	3,447,359	37.8%	39.9%
Revenues Over/(Under) Expenses	\$ (191,779)	\$ 2,762,198	\$ 2,953,977		
Grants and Contracts Fund					
Revenues	\$ 7,295,000	\$ 2,115,010	\$ (5,179,990)	29.0%	41.0%
Expenses	7,739,100	3,218,131	4,520,969	41.6%	39.8%
Revenues Over/(Under) Expenses	\$ (444,100)	\$ (1,103,121)	\$ (659,021)		
Capital Projects Fund					
Revenues	\$ 3,748,505	\$ 2,513,819	\$ (1,234,686)	67.1%	12.2%
Expenses	8,090,948	1,875,238	6,215,710	23.2%	16.8%
Revenues Over/(Under) Expenses	\$ (4,342,443)	\$ 638,581	\$ 4,981,024		
Enterprise Fund					
Revenues	\$ 4,810,756	\$ 4,278,827	\$ (531,929)	88.9%	85.6%
Expenses	5,340,671	3,740,652	1,600,019	70.0%	63.5%
Revenues Over/(Under) Expenses	\$ (529,915)	\$ 538,175	\$ 1,068,090		
Auxiliary Fund					
Revenues	\$ 7,406,628	\$ 6,374,082	\$ (1,032,546)	86.1%	77.2%
Expenses	11,460,318	6,470,038	4,990,280	56.5%	55.0%
Revenues Over/(Under) Expenses	\$ (4,053,690)	\$ (95,956)	\$ 3,957,734		
Reserve Fund					
Revenues	\$ 11,674	\$ -	\$ (11,674)	0.0%	0.0%
Expenses	455,000	433,403	21,597	95.3%	94.7%
Revenues Over/(Under) Expenses	\$ (443,326)	\$ (433,403)	\$ 9,923		
Financial Aid Fund					
Revenues	\$ 15,059,071	\$ 8,404,289	\$ (6,654,782)	55.8%	56.8%
Expenses	15,323,065	7,627,692	7,695,373	49.8%	55.7%
Revenues Over/(Under) Expenses	\$ (263,994)	\$ 776,597	\$ 1,040,591		
Internal Service Fund					
Revenues	\$ 127,500	\$ 65,856	\$ (61,644)	51.7%	41.5%
Expenses	119,893	72,194	47,699	60.2%	48.2%
Revenues Over/(Under) Expenses	\$ 7,607	\$ (6,338)	\$ (13,945)		
Trust and Agency Fund					
Revenues	\$ 9,332	\$ 6,090	\$ (3,242)	65.3%	15.2%
Expenses	18,500	4,931	13,569	26.7%	31.2%
Revenues Over/(Under) Expenses	\$ (9,168)	\$ 1,159	\$ 10,327		

Central Oregon Community College

Cash and Investments Report

As of March 31, 2023

College Portfolio	<u>Operating Funds</u>	<u>Trust/Other Funds</u>
Cash in State Investment Pool		
4089 - General operating fund	\$ 43,615,167	
3624 - Robert Clark Trust		\$ 378,252
March Average Yield 3.75%		
Cash in USNB	\$ 1,886,676	
Cash on Hand	\$ 4,600	
Total Cash	<u>\$ 45,506,443</u>	<u>\$ 378,252</u>



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Michael LaLonde as Vice President of Finance/Operations
Community Enrichment	CE-1: Build and strengthen partnerships with educational stakeholders, including PreK-12 and higher education.
Institutional Efficiency	IE-1: Improve practices and systems related to providing a supportive and productive workplace. IE-2: Develop effective and efficient policies and procedures that are applied uniformly across the College. IE-3: Define, document and practice clear operational decision-making. IE-4: Improve information sharing practices and communication sources.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Vice President of Finance/Operations** position is a replacement position.

B. Timing

The **Vice President of Finance/Operations** position is a 1.0 FTE, 12-month employment contract each fiscal year. For the 2022-23 fiscal year, the initial employment contract period will be from May 15, 2023 to June 30, 2023. 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 2022-23 budget and conforms to the current approved Administrator salary schedule.

Michael LaLonde earned a Master's in Business Administration from Thunderbird School of Global Management at Arizona State University and a Bachelors in Finance from Georgia State University. He most recently worked for Deschutes Brewery, where he spent seventeen years in leadership roles, including President and CEO, Chief Financial Officer, and Chief Operating Officer. Prior to moving to Bend, Michael worked as the CFO for the Salt River Pima-Maricopa Indian Community in Scottsdale, Arizona, among other roles. He is an active member of the Central Oregon community, having served on the boards of the Bend Chamber of Commerce, Deschutes River Conservancy, OSU-Cascades, and several other organizations.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Jenna Flanary as Accountant .
Institutional Efficiency	IE-2: Develop effective and efficient policies and procedures that are applied uniformly across the College. IE-3: Define, document and practice clear operational decision-making.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Accountant** position is a replacement position.

B. Timing

The **Accountant** position is a 1.0 FTE, 12-month employment contract each fiscal year. For the 2022-23 fiscal year, the initial employment contract period will be from April 11, 2023 to June 30, 2023. 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 2022-23 budget and conforms to the current approved Administrator salary schedule.

Jenna earned her Associate Degree in Business Administration/Accounting from Central Oregon Community College. Most recently, she worked as an Accounting Technician for COCC. Previous to this role, she worked as an Accounting Assistant II for COCC.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Sean Roberts as Assistant Professor I of Psychology/Human Services .
Student Success	SS-2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.
Student Experience	SE-1: Develop and implement a comprehensive approach to academic offerings and student support services on all campuses and online.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Assistant Professor I of Psychology/Human Services** position is transitioning from a temporary position.

B. Timing

The **Assistant Professor I of Psychology/Human Services** position is a 9-month employment contract each fiscal year. For the 2023-24 fiscal year, the initial employment contract period will be from September 13, 2023 to June 15, 2024. As with all other full-time faculty 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 2023-24 budget and conforms to the current approved Full-Time Faculty salary schedule.

Sean Roberts earned a Bachelor's degree in Psychology from Prescott College and a Master's degree in Mental Health Counseling from the University of Phoenix. Sean earned a PhD in Counseling from Oregon State (Corvallis). He currently serves as Full-Time Temporary Faculty of Psychology/Human Services at COCC. Sean has extensive teaching experience in Psychology and Addiction Studies at Central Oregon Community College, Oregon State Cascades, Oregon State Corvallis, and Prescott College. Sean also has experience in the mental health profession with Evoke at Entrada and Cascade Crest Transitions as well as Owner/Therapist at Confluence Counseling and Consulting in Bend, OR.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Lexi Costantino as Assistant Professor I of Physics/Engineering
Student Success	SS-2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.
Student Experience	SE-1: Develop and implement a comprehensive approach to academic offerings and student support services on all campuses and online.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Assistant Professor I of Physics/Engineering** position is a replacement position.

B. Timing

The **Assistant Professor I of Physics/Engineering** position is a 9-month employment contract each fiscal year. For the 2023-24 fiscal year, the initial employment contract period will be from September 13, 2023 to June 15, 2024. As with all other full-time faculty 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 2023-24 budget and conforms to the current approved Full-Time Faculty salary schedule.

Lexi Costantino has both a PhD and MS in Physics from the University of California-Riverside, and a BS in Physics and BA in Chemistry from the University of South Florida. A multiple-year 'Outstanding Teaching Assistant' award-winner at UCR, Lexi has taught a variety of classes in physics while also completing the UCR University Teaching Certificate program. Lexi has an extensive history of Diversity, Equity and Inclusion and outreach work. These efforts have included middle school students, K12 teachers in addition to work in her own academic department. For this work, Lexi was recognized with a Graduate DEI Award from the Graduate Division at UC-Riverside.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Kim Wilk as Assistant Professor I of Paramedicine .
Student Success	SS-2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.
Student Experience	SE-1: Develop and implement a comprehensive approach to academic offerings and student support services on all campuses and online.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Assistant Professor I of Paramedicine** position is transitioning from a temporary position.

B. Timing

The **Assistant Professor I of Paramedicine** position is a 9-month employment contract each fiscal year. For the 2023-24 fiscal year, the initial employment contract period will be from September 13, 2023 to June 15, 2024. As with all other full-time faculty 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 2023-24 budget and conforms to the current approved Full-Time Faculty salary schedule.

Kim Wilk earned a Bachelor's degree in Liberal Arts/Fine Art from North Central College and holds multiple EMS and Fire Science certifications. Kim currently serves as Full-Time Temporary Faculty of Emergency Management Systems (EMS) at COCC. Prior to this, she served as a part-time instructor of EMS and an EMS lab attendant at COCC. She has years of experience as both a paramedic and firefighter. Kim was the lead instructor for fire academy at Skagit Valley College.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Steven Foldi as Assistant Professor I of Biology
Student Success	SS-2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.
Student Experience	SE-1: Develop and implement a comprehensive approach to academic offerings and student support services on all campuses and online.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Assistant Professor I of Biology** position is a replacement position. position.

B. Timing

The **Assistant Professor I of Biology** position is a 9-month employment contract each fiscal year. For the 2023-24 fiscal year, the initial employment contract period will be from September 13, 2023 to June 15, 2024. As with all other full-time faculty 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 2023-24 budget and conforms to the current approved Full-Time Faculty salary schedule.

Steven Foldi has a Ph.D. in Ecology and Evolutionary Biology from the University of Arizona, a M.S. in Evolutionary Biology from the San Diego State University and a Bachelor Degree in Zoology from McGill in Montreal, Canada. Steven also has a credential to teach high school, and has been teaching at serving as Department Chair at VIP High School in Northridge, CA since 2017. Steven has taught in several situations in classrooms and in the field in Oregon, including at Gresham HS, the NW Regional Education Service District, and at Pacific University, and with the Audubon Society of Portland.



Central Oregon Community College
Board of Directors
New Hires Report
Date of Hire: April 1-30, 2023

Name	Hire Date	Job Description	Department
Classified Full-Time			
McCoy, Zander James	4/3/2023	Campus Custodian	Custodial Services
Middleton, Marina Elizabeth	4/24/2023	Financial Aid Specialist Sr	Financial Aid
Ramirez, Lorenzo Antonio	4/17/2023	Financial Aid Specialist	Financial Aid
Part-Time Instructors			
Cowan, David William	4/1/2023	PT Fac Mathematics Prineville	Mathematics
Temporary Hourly			
Clemo, Sarah Esther	4/3/2023	Instructional Assistant	Allied Health
Larson, Erica Lynn	4/12/2023	Instructional Assistant-Medical	Medical Assisting
Lavik, Madalyn Christine	4/10/2023	Ceramics Lab Attendant I	Art
Parsons, Donovan Alikea	4/10/2023	Aviation Tutor II	Tutoring and Testing
Watts, Morgan Jacilyn	4/10/2023	Fitness Attendant III	Health & Human Performance Office
Witt, Sarah	4/3/2023	Culinary Classroom Assistant I	Regional Svcs. & R.C. Operations

Exhibit: 10a.1
Date:
Approval ____ Yes ____ No
Motion:

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Jeremy Green, Zak Boone

A. Action Under Consideration

Relinquish “Refusal Clause” pertaining to 20.4 acres of North Unit Irrigation District (NUID) water rights that are appurtenant to land parcels 2 and 3 in the land donation agreement between the Bean Foundation and Central Oregon Community College (COCC).

B. Discussion/History

COCC and the Bean Foundation are parties to an agreement dated November 30, 2001 whereas there is listed a refusal clause which gives COCC the option to purchase 20.4 acres of NUID irrigation rights (located on Parcel 2 & 3 of land agreement) if the Bean Foundation wishes to sell or transfer any or all of the water rights prior to conveying the land to COCC (clause 4.3). The agreement also states, in 4.2, that the water rights will transfer with the land to COCC if the Bean Foundation still owns the water rights at the time the land is conveyed.

The Madras expansion project will fulfill the requirements of the land agreement. Prior to conveying the land to COCC, the Bean Foundation desires to transfer or sell the water rights, in concert with NUID, to other patrons in the water district, if the college does not have plans to maintain the “Refusal Clause” in the land agreement.

The college does not have plans to use the irrigation water for academic purposes nor do the water rights pose a benefit to the college’s approach to landscape design. Among other mitigating factors, if the college were to use the irrigation water, there would be infrastructure requirements and additional personnel needed on site at the Madras location during the water season.

C. Options/Analysis

Authorize President Chesley or her designee to inform the Bean Foundation of COCC’s decision to relinquish the “Refusal Clause” in the land agreement between the parties.

Authorize President Chesley or her designee to inform the Bean Foundation of the college’s desire to maintain the “Refusal Clause” as written in the land agreement between the parties.

D. Timing

Approval at this time will enable the Madras Campus expansion project to remain on schedule and provide the Bean Foundation timely notice of the college’s intent pertaining to the “Refusal Clause” in the land agreement.

E. Recommendation

Be it resolved that the Board of Directors do hereby authorize President Chesley or her designee to inform the Bean Foundation of COCC's decision to relinquish the "Refusal Clause" in the land agreement between the parties.

F. Budget Impact

There is no budget impact if the college moves to relinquish the "Refusal Clause." If the college chooses to maintain the "Refusal Clause," there is budget impact if the Bean Foundation receives a bona fide offer or otherwise wishes, to sell or transfer all or any portion of the water rights prior to conveying the land to COCC. If the Bean Foundation forgoes the option to transfer or sell the water rights, and thus conveys the water rights with parcels 2 & 3, there will be budget impact to the college in infrastructure and personnel to make use of the water rights.