



CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, March 8, 2017 – 5:45 & 7:15 PM
Christiansen Board Room, Boyle Education Center

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:45 pm	I. Call to Order			Ricks
	II. Introduction of Guests			
	III. President's Report			Metcalf /
	A. Faculty Recognition of Promotions/Tenure/Sabbatical			FF/Julian ^P
	1. Tenure (Faculty)	3.a1	X	Metcalf
	2. Promotion (Faculty)	3.a2	X	Metcalf
	3. Sabbatical (Faculty)	3.a3		Metcalf
	4. Emeritus	3.a4	X	
	IV. Appointments			
	A. Budget Committee Members	4.a	X	Paradis ^P
6:00 pm	V. Adjourn – Regular Board of Directors' Meeting			
	VI. Convene – Budget Committee Meeting			Ertner
	VII. Adjourn – Budget Committee Meeting			
7:15 pm	VIII. Re-Convene – Regular Board of Directors' Meeting			
	IX. Agenda Changes			
	X. Public Hearing and Testimony			
	A.			
7:20 pm	XI. Consent Agenda***			
	A. Minutes			
	1. Regular – February 1, 2017	11.a1	X	Smith
	B. Personnel			
	1. New Hire Report (Feb. 2017)	11.b1	X	Fegley ^A
2. Approval to Hire (Murphy)	11.b2	X	✓	
7:25 pm	XII. Information Items			
	A. Financial Statements	12.a		Bloyer ^A
	B. Tuition and Fees (2017-2018)	12.b		Dona ^A
	C. Housing Update	12.c		Moore ^A
	D. Oregon Promise	12.d		Moore ^A
7:30 pm	XIII. Old Business			
	A. CPAT Update			Julian/McCoy ^P

- 7:40 pm XIV. **New Business**
- | | | | |
|---|-------|---|-----------------------|
| A. Bend Enterprise Zone | 14.a | | McCoy ^A |
| B. COCC Web Platform – System Replacement | 14.b | X | Cecchini ^A |
| C. Bend-La Pine School District Bond | 14.c* | X | Ricks ^P |
- 7:55 pm XV. **Board of Directors’ Operations**
- A. Board Member Activities
- 8:10 pm XVI. **President’s Report - continued**
- A. Updates:
1. Taste of the Town & Meal of the Year - 2017 Boone^P
- 8:20 pm XVII. **Dates**
1. Wednesday, April 12, 2017 – Budget & Board of Directors’ Meetings
5:45pm / 7pm (Christiansen Board Room/Boyle Education Center Bldg.)
- 8:21 pm XVIII. **Adjourn to Executive Session**
- ORS 192.660 section 1, subsection d, Labor Negotiations
ORS 192.660 section 1, subsection h, Potential Litigation
- XIX. **Adjourn Executive Session**
- XX. **Adjourn**

* Material to be distributed at the meeting (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.

Exhibit: 3.a1
March 8, 2017
Approval: ___ Yes ___ No
Motion: ___

CENTRAL OREGON COMMUNITY COLLEGE
Board of Directors

RESOLUTION

Prepared by: Kevin Grove (Chair), Dr. Julie Downing, Dr. Tom Barry, Scott Hays, Emma Chaput, & Lew Cousineau

A. Action Under Consideration

Approve tenure for: Brian Bubak, Bill Cravis, Jenny Cruikshank, Sarah Fuller, Murray Godfrey, Ken Swartwout, Forrest Towne, and Wayne Yeatman

B. Discussion/History

The tenure process is the culmination of five years of probationary teaching at Central Oregon Community College. In order for these recommendations to reach the Board of Directors, the following activities have taken place:

1. Four years of evaluation by a peer team and a designated evaluator. This process has included numerous classroom observations, discussions of objectives with the instructor, examination of materials and focus group meetings with students.
2. Five years of student evaluations carried out in all courses within one quarter of each of the five years.
3. Class visits by the Vice President for Instruction or an instructional dean in the second year.
4. Annual evaluations by the designated evaluator.
5. Annual Reports of Service.
6. Recommendation for tenure by the designated evaluator.
7. Recommendation for tenure by the Vice President for Instruction after a comprehensive review of the files.
8. Comprehensive review of files by the Tenure Committee and recommendation to the President.

Brian Bubak, an Assistant Professor II of Emergency Medical Services, earned his Master's in Photographic Communication from Ohio University in 1994. Brian teaches several Emergency Medical Technician courses and is the Program Director for Paramedicine.

Bill Cravis, an Assistant Professor II of Fine Arts – Sculpture and 3D Design, earned his Master's in Fine Arts from Carnegie Mellon University in 2006. Bill teaches Basic 3D Design, Sculpture, Mold Making, and an Introduction to Visual Arts.

Jenny Cruickshank, an Assistant Professor II of Health and Human Performance, earned her Master's in Human Movement/Sport Psychology from A.T. Stills University in 2012. Jenny teaches Introduction to Exercise and Sport Science, Total Fitness, Staff Fitness, Fundamentals of Wellness Coaching, and Sport Psychology.

Sarah Fuller, an Assistant Professor II of Biology, earned her Master's in Ecology, Evolution and Behavior from University of Minnesota in 1998. Sarah teaches General Biology courses including Ecology, Cells and Genes, Evolution, Principles of Biology II, Biology of Plants, and Botany.

Murray Godfrey, an Assistant Professor II of History, earned his Master's in History from Texas State University in 2010. Murray teaches Early American History, 19th and early 20th Century United States History, and 20th and early 21st Century United States History. He teaches in-person and online courses for COCC in Bend, Redmond, and Madras.

Ken Swartwout, an Assistant Professor II of Computer and Information Systems, earned his Master's in Education from University of Oregon in 2008. Ken teaches Introduction to Programming, Computer Concepts, Software Applications, and Data Structures.

Forrest Towne, an Assistant Professor II of Science, earned his PhD in Chemistry from University of Montana in 2009. He teaches Introduction to Chemistry and General Chemistry.

Wayne Yeatman, an Assistant Professor II of Culinary Arts, earned his Masters of Business Administration from Southwest Texas State University in 2001. Wayne teaches a variety of culinary courses and is the Culinary Program Director.

C. Options/Analysis

Grant tenure to Brian Bubak, Bill Cravis, Jenny Cruickshank, Sarah Fuller, Murray Godfrey, Ken Swartwout, Forrest Towne, and Wayne Yeatman

Decline granting tenure for Brian Bubak, Bill Cravis, Jenny Cruikshank, Sarah Fuller, Murray Godfrey, Ken Swartwout, Forrest Towne, and Wayne Yeatman

D. Timing

Tenure is effective with the 2017-18 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College grants tenure to Brian Bubak, Bill Cravis, Jenny Cruikshank, Sarah Fuller, Murray Godfrey, Ken Swartwout, Forrest Towne, and Wayne Yeatman.

F. Budget Impact

None

CENTRAL OREGON COMMUNITY COLLEGE
Board of Directors

RESOLUTION

Prepared by: Amy Howell and Annemarie Hamline, Co-Chairs of Promotions Committee

A. Action Under Consideration

Promotion of faculty.

B. Discussion/History

Promotion recommendations are made in accordance with College policies G-6-9, HR-9-1.1 and HR-9-1.3. The recommendations for Associate Professor and Professor meet the policy quota of not more than 10% of the total number of full time faculty positions.

The Promotions Committee felt, and the President concurs, that the candidates selected are all worthy and should be promoted.

C. Options/Analysis

Accept the promotion recommendations.

Decline to accept the recommendations and refer back to the committee.

D. Timing

It would be helpful to take action at this meeting so all work by the committee could be completed by the end of the term.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College promote the faculty as recommended by the Promotion Committee:

Assistant Professor I to Assistant Professor II

Kristen Dorsey – Humanities
Michel Hansen – Business
Merideth Humphries – Biology
Beth Palmer – Veterinary Technician
Michel Waller – Anthropology
Shannon Waller – Pharmacy Technician
Johnathan Wolf – Economics

Assistant II to Associate Professor

Dan Alberghetti – Computer Information Systems
Justin Borowsky – Speech Communications
Josh Evans – Spanish
John Liccardo – Exercise Science
Tony Russell - Humanities

Associate Professor to Professor

Kathleen McCabe – Criminal Justice
Sean Rule – Math
Andria Woodell - Psychology

F. Budget Impact

Promotions are provided for in the budget.

Promotion Recommendations

From Assistant Professor I to Assistant Professor II:

Kristin Dorsey holds an MA in Children’s Literature from Simmons College, and an MA in English Literature from Portland State University. She taught for 7 years as an adjunct instructor at two different colleges before coming to COCC in 2014. She has created new courses and significantly revised several others for the Humanities Department. Kristin is a reviewer of children’s books, and is a leader in the Central Oregon Writer’s Guild. She holds workshops for writers and teachers as a leader in the Oregon Writing Project, as well as running workshops for high school teachers to provide the tools and strategies they need to teach college level writing.

Meredith Humphries earned a Ph.D. in Biochemistry from the University of Queensland, and an M.S. in Entomology from OSU. She began teaching Biology at COCC in 2014 and has been inspiring students to be Biology majors ever since. She has an interactive and engaging style of teaching that incorporates technology, modern analytical tools, and innovative approaches to helping students learn. One student said, “This class was like passing through a keyhole into a new world.”

Michael Hansen began teaching full-time at COCC as an Assistant Professor I in 2014. Michael earned his BS in Business Administration and his MBA at California State University, Sacramento. As the faculty lead for marketing and Business Program Director, Michael is noted by his colleagues as a knowledgeable and passionate teacher and a professional who cares deeply about student learning. In his online and face-to-face courses, diverse experience in college service opportunities, and interactions in the community, Michael brings solid knowledge of industry and a passion for the educational journey.

Beth Palmer came to COCC in 2013 with nine years of experience as a Certified Veterinary Technician. Beth earned an AAS in Veterinary Technology in 2004 from Portland Community College. Beth’s colleagues describe her as a dedicated, knowledgeable and tireless instructor with sincere commitment to student success. In the classroom, Beth maintains utmost professionalism guiding students through an updated curriculum she helped design. As the Vet Tech program director, Beth has helped to turn the Redmond Veterinary Technician lab into a state of the art learning facility. Students in the Vet Tech program have the opportunity to experience what an animal hospital is like, preparing them for a successful career in the field.

Michel Waller started at COCC as a part-time in 2009 and transitioned to a full-time tenure track position in 2014. He holds a B.A. in Journalism from University of North Dakota, a B.S. in General Science from University of Oregon and a M.A. in Anthropology from Iowa State University with a specialization in primate studies, specifically chimpanzees. Additionally, Michel attended COCC from 1998-2000. Michel has done a great job of integrating his graduate work into his classroom instruction by facilitating internships for students with Chimps Inc. in order to provide them with “real life” experience in the world of anthropology. Michel is also very appreciated by his students as can be evidenced in evaluation comments like “Michel made want to learn more” and “best teacher ever”.

Shannon Waller began teaching at COCC in 2010 and became a full time tenure track Assistant Professor I in 2014. Shannon directs the Pharmacy Technician program and has updated the curriculum and moved the program through the accreditation process, to be formally completed in February. Shannon teaches online and in person, and students appreciate the variety of learning styles she appeals to in her classroom activities. Students describe her as providing “prompt, descriptive feedback” that is “always helpful.” Her respect for students as individuals and critical thinkers is evident in the comments of another student who said, “I like how Shannon takes an interest in each student and how they are doing with their work. She takes our suggestions into consideration.”

Wendi Wampler has been at COCC since 2014 as a full-time tenure track assistant professor. She has BS’s in Chemical Engineering (2004) and Physics (2006) from Purdue University and a Ph.D. in Physics (2013), also from Purdue, with a specialization in Physics Education. This emphasis in Physics Education is evident in comments by peers and students that continually use phrases and words like thoughtful, well-prepared, student-centered, critical thinking, process focused, and engaging. Community talks on “quantum mechanics” sponsored by the Deschutes County Library that resulted in Wendi being asked to prepare and deliver other talks, is just one example of the many ways that Wendi is being recognized as not only as an expert in her field, but as a resource and representative of COCC.

Jon Wolf began teaching full time at COCC in 2014. He brought a wealth of experience as an economist. He has 25 years of experience as a government and corporate economist. He also had 4.5 years of experience teaching economics at multiple colleges at the same time. Jon earns high praise for his dedication to student success, as well as for his infectious enthusiasm. Students regularly applaud how he makes learning interesting and exciting.

From Assistant Professor II to Associate Professor:

Dan Alberghetti began teaching at COCC in 2013 as an Assistant Professor II instructor. Dan earned a BA in Art from the University of California and a MA in Art at California State University. Dan is described by his colleagues and students as extremely dedicated to student success, and his classroom environments are noted for their collaborative and inclusive nature. In his work with the CIS department, Dan is recognized for development of the CCNA boot camp and his innovative work with Raspberry Pi. Dan’s dedication to student engagement is evident in his work beyond the classroom. His “Dancourses” YouTube videos and podcast, “Internet of Things” provide meaningful opportunities for students to extend learning and application in new and meaningful ways.

Justin Borowsky has been teaching Speech and Communication at COCC since 2010. He earned both his Ph.D. in Interpersonal and Family communication and his Masters of Communication and Information Studies from Rutgers University. Justin brings passion, enthusiasm, and an upbeat attitude to his classes, engaging students in activities that they find

applicable to their personal lives. Justin uses his communication skills by presenting at a variety of campus venues, as well as working with the Deschutes County Search and Rescue, and creating a Best Practices in Hostage Situations document for the city of Charleston, SC. His extensive committee service also attests to his commitment to COCC and its students.

Josh Evans started at COCC as a full-time tenure track instructor in 2010. Prior to coming to COCC Josh taught at Bowling Green State University from 2004-2010 as well as worked as a Spanish interpreter. Josh earned a B.A. in International Studies from in 2002 and an M.A. in Spanish in 2004 from Bowling Green State University. Josh is known across campus for his willingness to take Spanish instruction to new lengths, both in delivery and content. Students see Josh as animated, humorous, interactive and “full of life”. Josh has done an excellent job of making himself a resource across the campus as well as the community. He has served on a number of committees as well as worked with different disciplines on integrating Spanish instruction into their curriculum. He is a shining example of an ideal candidate for promotion to Associate Professor.

John Liccardo began work at COCC in 2012 as an Assistant Professor II of Exercise and Sport Science. He brought with him more than 10 years of experience as a full time instructor at Bakersfield College in California and Western Wyoming Community College. John holds an MS in Exercise and Sport Science, earned at the University of Utah in 1998. John’s colleagues describe him as a model of teaching excellence, with a drive and commitment to student success that is second to none. His love and passion for the field of exercise science is apparent in all his activities. As program director for Exercise Science and facilitator for the physiology lab, John works tirelessly on providing updated content in order to provide first-rate instruction both online and in face-to-face formats. The enthusiasm he conveys for his subject inspires many students to seek out careers in the field.

Tony Russell began teaching at COCC in 2010 upon completion of earning his Ph.D. in English from Purdue University, where he also earned his MA in English (2005). Earlier, he completed AA degrees in French and English (2000) from Ricks College, and a BA in English from Northern Kentucky University (2002). In addition to teaching a wide variety of writing and literature courses, Tony served as the Faculty Assessment Coordinator during the 2015-2016 academic year. His expertise on assessment is recognized not only on campus, but also by Quality Matters, a nationally recognized organization whose goal is to promote and improve the quality of online education and student learning. Tony not only took the Quality Matter course, but went on to become a certified Quality Matter reviewer. Tony excels in all performance standards for promotion from Assistant II to Associate Professor.

From Associate Professor to Professor:

Kathy McCabe joined the COCC faculty family in 2004 after a career in law enforcement. Beginning as an Assistant Professor I, Kathy has earned all promotions by exceeding the expectations of her peers. She is a dedicated and talented instructor and advisor, handling a full load of both each term. She has developed and updated the criminal justice curriculum and mentored new faculty in the program to become excellent teachers, as well. Students sing Kathy’s praises for her education of the whole student: “Kathy always took the time out to make sure no one failed her classes. She truly cares about the wellbeing of her students.” Another said, “She inspired me to become a better citizen and more proactive when it comes to things like preventing crime.”

Sean Rule began teaching at COCC as an Assistant Professor I in 2004. Sean earned the rank of Assistant Professor II in 2007, tenure in 2009, and the rank of Associate Professor in 2011. Sean earned his BA and M.Ed. in Mathematics Education at the University of Delaware. Sean holds what some describe as *rock star status* in his work to engage students in meaningful mathematics. Sean's colleagues note his relentless energy, passion and indisputable commitment to supporting students. Beyond the classroom, Sean is widely recognized as "The Mayor of COCC" in his diverse leadership roles, including faculty negotiations, tenure committee, and student affairs. Sean models the mission of COCC daily, and he inspires each of us to ask how we can make true differences in the lives of students.

Andria Woodell became a full time tenure track instructor at COCC in 2004. In 2005, she completed the doctoral requirements and earned a Ph.D. in Psychology. Andria teaches a variety of psychology courses. She works tirelessly to offer students a variety of opportunities, including those not often afforded to community college students. Her students praise her for making the classroom fun, energetic, challenging and exciting. Andria organizes the Social Science Lecture series, which brings a variety of speakers to Bend. As a presenter she is highly sought after, and offers her expertise to the college and community.

March 8, 2017
Exhibit: 3.a3
Approved: ___Yes___No
Motion: ___

Central Oregon Community College
Board of Directors

INFORMATION ITEM

*Prepared by: Jane Morrow, Jim Moodie-Chairs PIRT Committee
Betsy Julian – Vice President for Instruction*

A. **Issue**

Sabbatical for James Knox, Joshua Evans, and Bruce Emerson

B. **Discussion / History**

James Knox – Winter/Spring Terms 2018

James will be traveling in and around Europe, working towards two impressive musical goals. He will study and research with conductor Hirvo Surva during the *Laulupidu* (Estonian Song Celebrations) in the Baltic states of Lithuania, Latvia, and Estonia. This will be followed by a stint at the Miari School of Music and Research at the Conservatory of Music in Vicenza, Italy, taking courses, observing, and performing. His ultimate goal is to incorporate professional experiences and insight into classroom and community instruction.

Joshua Evans – Fall Term 2017

Joshua will travel to sunny Spain in order to prepare for the highest level of the rigorous *DELE* exam, administered via the *Instituto Cervantes* and endorsed by the Spanish Ministry of Culture. This test certifies mastery and dominion of the Spanish language by non-native speakers. In addition, he will complete refresher coursework in Spanish language and culture. He plans to bring these cultural and linguistic experiences back into his classroom.

Bruce Emerson – Fall Term 2017 (contingent on NSF grant funding)

In a running theme, Bruce Emerson will also travel to Europe in Fall 2017 to attend three conferences outside of his seated discipline of physics:

- *The Conference* (a digital technology and communities conference).
- *ePIC 2017* (an electronic portfolio conference).
- *MozFest* (a conference presented by Mozilla that has to do with issues such as the “open” internet).

Bruce hopes to develop new pedagogical tools and strategies to bring added value to his classroom, in areas both in and outside his area of expertise.

Exhibit: 3.a4
Date: March 8, 2016
Approved: ___Yes___No
Motion: _____

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Betsy Julian, Vice President for Instruction

A. Action Under Consideration

Approve emeritus status for retiring faculty: **Deb Davies, Bob Reynolds**

B. Discussion/History

The Promotions Committee received nominations for faculty emeritus and has made recommendations for the above named faculty for their deep commitment to the College, the students, and the community over their multiple years of service.

C. Options/Analysis

Approve emeritus status for retiring faculty: Deb Davies, Bob Reynolds

Decline approval of emeritus status for retiring faculty: Deb Davies, Bob Reynolds

D. Timing

Effective with their corresponding retirement dates in June, 2016.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approves emeritus status for retiring faculty: Deb Davies, Bob Reynolds

F. Budget Impact

None.

Central Oregon Community College
Board of Directors

BUDGET COMMITTEE APPOINTMENTS

Prepared by: Ron Paradis, on behalf of Vikki Ricks and Tony Dorsch

A. Action Under Consideration

The Board of Directors has the responsibility to appoint the members of the COCC Budget Committee. Zone 3 is vacant and Zone 2 and 7 terms have expired.

B. Discussion/History

Budget Committee members are appointed for three-year terms, with staggering start and end dates. Terms for members in Zones 2 and 7 expired June 30, 2016. Mark Copeland, incumbent in Zone 2, has expressed interest in being reappointed. Zone 7 member Steve Curran did not. Zone 3 position has been vacant for nearly a year, following the death of Al Jamison.

Over the last month, COCC has run ads seeking applicants for the Zone 3 and 7 positions. Last week, Board members Vikki Ricks and Tony Dorsch interviewed Mr. Richard Hurd, who applied for the Zone 3 position. His resume and letter of interest are attached. Thus far, there are no applicants for Zone 7, but ads in that area appeared late.

C. Timing

Appointment at this time allows both to be seated for the first meeting.

D. Recommendation

Reappoint **Mark Copeland** to the Zone 2 position, and appoint **Richard Hurd** to the Zone 3 position.

E. Resolution

Be it resolved that the COCC Board of Directors does hereby reappoint Mark Copeland to the Zone 2 Budget Committee position, through June 30, 2019, and appoint Richard Hurd to the Zone 3 position, though June 30, 2018.

Richard L. Hurd

295 Vista Rim Dr.
Redmond, OR 97756-7152

Cell: 541.213.9114
Email: richardhurd982@gmail.com

February 22, 2017

To: Central Oregon Community College Budget Committee

Re: Membership on the Committee

I am interested in serving on the Central Oregon Community College Budget Committee. I have been a full time resident of Deschutes County Voting Precinct 31 since retiring in February 2015. I believe that I can contribute to the committee by being a working member of the Budget Committee as it works to recommend the annual operating budget of COCC.

My prior experience both professionally and as a volunteer allow me to bring a broad base of support to the COCC Budget Committee. Briefly, my experience includes:

- Prior to retiring, as Director of Finance for the California Insurance Guarantee Association (CIGA), I was responsible for reporting directly to the Board on a wide variety of budgetary, financial and operational matters.
- I had direct responsibility for CIGA's administrative expense budget of approximately \$25 million annually. This included contract oversight and review for any contract with annual spend greater than \$50,000 including maintenance of infrastructure.
- Serving as a volunteer member of the Citizens Bond Oversight Committee of the Covina Valley Unified School District in California. The committee was charged with monitoring the expenditure of bond proceeds for the maintenance, improvement and development of district properties and facilities.
- Serving as a volunteer member of the Board of Directors on local councils of the Mt. Wilson Vista Council Girl Scouts of the USA and the San Gabriel Valley Council Boy Scouts of America. I served on a number of sub-committees on both of these Boards and was heavily involved in finance, budgeting and long-range strategic planning.

I look forward to becoming an active member of the COCC Budget Committee.

Thank you for your consideration.

/s/ Richard Hurd

RICHARD L. HURD

295 Vista Rim Dr. • Redmond, OR 97756

E-mail: richardhurd982@gmail.com • Cell: 541.213.9114

PROFESSIONAL EXPERIENCE

CALIFORNIA INSURANCE GUARANTEE ASSOCIATION (CIGA) –

Glendale, California

September 2000 to December 2014

Director of Finance

Responsible for all aspects of financial controls and administration of the accounting and finance department including managing a staff of seven full time employees and two temporary employees.

- Provide financial management information for the Association's Board of Governors including development of summary reports that analyze CIGA's performance in a brief and concise manner. Present quarterly reports at the Board meetings to update the Board on CIGA's financial condition.
- Primary responsibility for development and oversight of annual administrative expense budget of approximately \$25 million.
- Developed forward-looking cash flow projections for twenty years in connection with CIGA's bond offering in 2004. Provided substantial assistance to the Board and the underwriters in bringing a successful \$750 million bond offering to the market to provide working capital for CIGA to fund CIGA's claim paying obligations. Worked closely with rating agencies, regulators and underwriters through early retirement of all bond debt in 2014.
- Determined need for, implemented new general ledger software, and worked with software vendor to customize the financial reporting to meet CIGA's needs.

As **Controller** of CIGA from September 2000 to January 2005 oversaw the growth of the finance and accounting department from \$50 million revenues to in excess of \$1 billion in revenues.

- Worked with the Board to develop a new investment policy for the Association's assets and monitored the outside asset management firms to assure compliance with the policy.
- Managed and provided support for the annual audit conducted by a big four accounting firm including all communication between audit partners and staff accountants.
- Participated as a member of the senior management team of the association responsible for evaluating, selecting and implement new claims management system.

M. D. ROSENBERGER & CO. – Burbank, California
Small accounting, auditing, tax and consulting firm.

1977 – 2000

Partner

July 1983 – September 2000

Staff Accountant

May 1977 to July 1983

Responsible for a wide variety of clients and engagements including complex tax returns for businesses and individuals. Planned and supervised audits of insurance companies, not for profit organizations and 401(k) plans. Responsible for firm billing and administration including managing professional and clerical staff of five people. The firm was a niche practice with primary focus on the insurance industry. Clients included:

- California Insurance Guarantee Association
- Western General Insurance Company
- Western Family Insurance Company
- Los Angeles County Firefighters Local 1014

EDUCATION

Bachelor of Science, Business Administration, Accounting. Woodbury University, Burbank, California

PROFESSIONAL LICENSE

Certified Public Accountant, Inactive, California. 1981.

COMMUNITY ACTIVITIES

Member of the Citizens Bond Oversight Committee of the Covina Valley Unified School District from 2005 to 2014.

Member of the Board of Directors of the San Gabriel Valley Council, Boy Scouts of America, Pasadena, California. Since 1991 and continuing I have served as a member of the Executive Board of the Council in a variety of positions from Assistant Treasurer to Chair of the Audit Committee and a member of the strategic long range planning committee.

Member of the Board of Directors and Treasurer from 1990 to 1995 of the Girl Scouts Mt. Wilson Vista Council, Arcadia, California.



CENTRAL OREGON COMMUNITY COLLEGE
Board of Directors' Meeting – MINUTES
Wednesday, February 1, 2017 – 6 p.m.
Christiansen Board Room, Boyle Education Center - Bend Campus

PRESENT: Vikki Ricks, Joe Krenowicz, David Ford, Laura Craska Cooper, John Mundy, Lonn Johnston-Board Attorney, Dr. Shirley Metcalf-President, Julie Smith-Executive Assistant.

ABSENT: Tony Dorsch and Bruce Abernethy

INTRODUCTION OF GUESTS: Stuart Katter of Kerkoch, Katter & Nelson LLP, Matt McCoy, Jerry Schulz, Dan Cecchini, David Dona, Ron Paradis, Eddie Johnson, Glenda Lantis, Lisa Bloyer, Danielle Fegley, Joe Viola, Sharla Andresen, Renee Brazeau-Asher, Chris March, Stephanie Bilbrey, Andrew P. Davis, Cady-Mae Koon, Kirsteen Wolfe, Garth Strome and others.

REPORTS:

2016 Audit Report (Exhibit: 5.a)

Mr. David Dona-Chief Financial Officer introduced Mr. Stuart Katter of Kerkoch Katter & Nelson, LLP Certified Public Accountants – the college's independent auditors.

Mr. Katter reported that their firm had completed the audit of the financial statements of the College for the year ended June 30, 2016. He reviewed requirements of performing the audit and announced that the College received a qualified opinion (clean opinion).

Mr. John Mundy moved that the Board of Directors of Central Oregon Community College does hereby accept the audit report for the year ended June 30, 2016 as presented. (Exhibit: 5.a). Mr. Joe Krenowicz seconded. MCU. Approved. M01/17:1

The Board thanked David Dona-CFO, Lisa Bloyer-director of accounting, and the College's Fiscal Services staff for their great work.

Update – General Fund (Exhibit: 5.b)

Mr. David Dona-CFO gave a PowerPoint presentation reviewing the General Fund's Budget vs. Projected for Fiscal Year 2016/17 and the Revenue and Expenditures forecast for fiscal years 2017-2021.

CONSENT AGENDA:

Ms. Laura Craska Cooper moved to approve the Consent Agenda (Exhibit: 6). Mr. Joe Krenowicz seconded. MCU. Approved. M02/17:1

BE IT RESOLVED that the Board of Directors approved the regular meeting Minutes of January 17, 2017 (Exhibit: 6.a1);

BE IT RESOLVED that the Board of Directors reviewed and approved the January 2017 New Hire Report (Exhibit: 6.b1).

INFORMATION ITEMS:

Financial Statements – (Exhibit: 7.a)

The Board of Directors were apprised of the December 2016 Financial Statements.

Housing Operations Report

The Board of Directors were apprised of the Housing Operations Report that reviewed the following updates:

- Occupancy
- Demographics
- Staffing
- Residence Hall Programming for Fall 2017
- Summer Conferences
- Emerging Leaders Series.

NEW BUSINESS:

Residence Hall – Naming (Exhibit: 8.a)

The Board of Directors approved “Wickiup Hall” as the new name for the residence hall.

Mr. John Mundy moved to approve “Wickiup Hall” as the name for COCC’s residence hall. Mr. Joe Krenowicz seconded. MCU. Approved. M02/17:3

Budget Committee – (Exhibit: 8.b)

The Board of Directors appoints the seven members of the COCC Budget Committee. Zone 3 is currently open; the terms for the members from Zones 2 and 7 have expired. College staff will work with the Board chair and Board members from the Zones identified in determining the selection process.

Housing Room & Meal Plan Rates (2017-2018) (Exhibit: 8.c)

Mr. John Mundy moved to approve the proposed 2017-18 room and meal plan rates as shown in Section A of Exhibit: 8.c. Mr. Joe Krenowicz seconded. MCU. Approved. M02/17:4

BOARD OF DIRECTORS' OPERATIONS:

Board Member Activities

Mr. Krenowicz	Audit and Finance Committee Meeting January 17 – Board of Directors' Meeting (by phone)
Mr. Mundy	Real Estate Committee Meeting Audit and Finance Committee Meeting Master Plan Meeting Phone Call w/Laura Craska Cooper re: President's Evaluation Phone Call re: weather conditions at the college Phone Call w/President Metcalf Attended In-Person the January 17 – Board of Directors' Meeting
Ms. Craska Cooper	Two phone call meetings re: President's Evaluation President's Evaluation Committee Meeting January 17 Board of Directors' Meeting (by phone)
Mr. David Ford	Audit and Finance Committee Meeting Phone Call w/President Metcalf Phone Call w/Laura Craska Cooper re: President's Evaluation President's Evaluation Committee Meeting January 17 Board of Directors' Meeting (by phone)
Ms. Ricks	Agenda Review Meeting w/President Metcalf Master Planning Meeting January 17 Board of Directors' Meeting (by phone).

PRESIDENT'S REPORT

CIS Programs (Computer & Information Systems)

Dan Alberghetti, assistant professor II of computer and information systems, and Eric Magidson, associate professor of computer information systems, gave a PowerPoint presentation on the CIS programs – highlighting the Networking Lab and Data Center in Pioneer Hall. They talked about program curriculum and how students often get great jobs before they graduate.

Facility Rental and Event Space (Exhibit: 10.a2)

Joe Viola, director of campus services, gave a PowerPoint presentation reviewing the new web page and the process for internal and external individuals and groups to reserve and rent college facilities. He also reviewed in what manner the Campus Services department managed this year's unusual weather conditions on all COCC campuses.

Adjourn to Executive Session: 7:40 PM

Executive Session: ORS 192.660 (1)(h) Potential Litigation

ORS 192.660 section (1)(d) Labor Negotiations

Adjourn Executive Session: 8:10 PM

8:30 PM - Re-Convene Regular Board of Directors' Meeting - Open Session

OLD BUSINESS:

Classified Salary Study (Exhibit: 15.a)

Mr. Joe Krenowicz moved to approve adding "by April 1" to the language as listed in the Background-Section A of Exhibit: 15.a. Mr. David Ford seconded. MCU. Approved. M02/17:5

ADJOURN: 8:40 PM

APPROVED;

ATTEST TO;

Ms. Vikki Ricks, Chair

Dr. Shirley I. Metcalf, President

Exhibit: 11.b1
March 8, 2017
Approve: ___ Yes ___ No
Motion: _____

Central Oregon Community College
Board of Directors
NEW HIRE REPORT FOR MARCH

Date of Hire: January 24, 2017 through February 27, 2017

Name	Date Hired	Location	Job title
Classified Full-Time			
McLaughlin, Trina	02/20/2017	Bend	Admin Assist, Science
Starnes, Arin	02/13//2017	Bend	Custodian
Madrid-Sotelo, Sonya	02/16/2017	Bend	Custodian
Kennedy, Johnathan	02/13/2017	Bend	Landscape Spec
Johnson, Lloyd	02/23/2017	Bend	Custodian
Temporary Hourly			
Kerfoot, Briena	2/012017	Bend	Forestry Lab Assistant
Olsen, Tom	2/01//2017	Bend	Scale Bus Oregon Advisor
Estrada, Jansen	2/01/2017	Bend	Mazama Supervisor
Villaverde, Gertrude	2/01/2017	Bend	Math Tutor
Ciaramitaro, Katie	2/01/2017	Bend	Statistics Tutor
Bischoff, Kyle	1/24/2017	Bend	Science Tutor
Frame, Kevin	1/30/2017	Bend	Aviation
Kandel, Alexander	1/30/2014	Bend	Art Model

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

Prepared by Danielle Fegley, Director of Human Resources

Subject:	Approve employment contract for MICHAEL MURPHY as Director of eLearning and Academic Technology .
Strategic Plan Themes and Objectives:	
Institutional Sustainability Objectives	IS.5 - <i>Further develop and enhance employees and operational systems to ensure institutional quality and viability.</i> IS.9 - <i>Expand access throughout the district with long-term strategies for educational services in underserved areas</i>
Transfer and Articulation Objectives	TA.2 - <i>Maintain and strengthen student opportunities to make progress toward degree completion and/or transfer.</i>
Workforce Development Objectives	WD.1 - <i>Maximizes support services, from entrance to transfer, to promote access and success.</i>

A. Background

This is a replacement position. The **Director of eLearning and Academic Technology** position is a professional position. The position's primary purpose is to develop a strategic approach to technology-enhanced learning in support of the strategic direction of the College as demonstrated through the College Strategic Plan and Academic Master Plan. This position will work closely with the COCC's Instructional Deans and the VPI to create a vision and strategy for successful eLearning at COCC. The eLearning Director will provide direction and support for the enhancement of learning and the student experience through the facilitation of innovation, creativity and knowledge transfer with regard to eLearning. The eLearning Director will also be responsible for management of the eLearning & Academic Technology Department staff, collaboration with other impacted sections of the College, including Student Services, Northern Campuses and Information Technology, and building relationships and practices that will support the COCC's eLearning goals and objectives for student success.

A. Options/Analysis

- Approve the employment contract for MICHAEL MURPHY as Director of eLearning and Academic Technology.
- Decline approval of the employment contract for MICHAEL MURPHY as Director of eLearning and Academic Technology.

B. Timing

The position is appointed for a 12-month employment contract each fiscal year. For the 2016-17 fiscal year, the initial employment contract period is anticipated to begin May 1, 2017 to June 30, 2017. As with all other exempt employees, a new contract will be prepared for the next fiscal year that begins July 1.

C. Budget Impact

The salary conforms to the current approved Administrative salary schedule.

D. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors hereby approves the employment contracts for MICHAEL MURPHY as Director of eLearning and Academic Technology.

E. Miscellaneous

Dr. Murphy is currently an Associate Professor & Coordinator of Graduate Programs at Lander University in Greenwood, South Carolina. He has an Ed.D with an emphasis on Instructional Technology from Marshall University in South Charleston, WV.

Central Oregon Community College
Monthly Budget Status
Highlights of January 2017 Financial Statements

Cash and Investments

The Colleges' operating cash balances currently total \$40.8 million. The January average yield for the Local Government Investment Pool increased from 1.03% to 1.15%.

The bond proceeds held in cash totals \$238 thousand as of the end of January.

General Fund Revenues

The College received the third State Aid payment of \$2.3 million in January. The budgeted transfers-in have been posted for the year.

General Fund Expenses

The expenses through January 2017 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

Cash and Investments Report

As of January 31, 2017

College Portfolio	<u>Operating Funds</u>	<u>Bond Funds</u>	<u>Trust/Other Funds</u>
Cash in State Investment Pool			
4089 - General operating fund	\$ 39,308,287		
3624 - Robert Clark Trust			\$ 374,490
3707 - Residence Hall bond funds		\$ 238,936	
January Average Yield 1.15%			
Cash in USNB	\$ 1,475,412		
Cash on Hand	\$ 4,600		
Total Cash	<u>\$ 40,788,299</u>	<u>\$ 238,936</u>	<u>\$ 374,490</u>

Central Oregon Community College
Monthly Budget Status
 January 2017

Exhibit 12.a
 08-Mar-17

<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	\$ 15,052,000	\$ 13,882,926	\$ (1,169,074)	92.2%	92.0%
Prior Taxes	577,000	298,344	(278,656)	51.7%	60.9%
Tuition and fees	16,603,000	12,035,983	(4,567,017)	72.5%	69.6%
State Aid	9,439,000	6,957,735	(2,481,265)	73.7%	76.9%
Program and Fee Income	137,000	36,328	(100,672)	26.5%	N/A
Interest & Misc. Income	115,000	22,291	(92,709)	19.4%	1.9%
Transfers-In	2,299,300	2,299,300	-	100.0%	100.0%
Total Revenues	\$ 44,222,300	\$ 35,532,907	\$ (8,689,393)		
Expenses by Function					
Instruction	\$ 20,968,892	\$ 10,365,192	\$ 10,603,700	49.4%	49.4%
Academic Support	3,280,082	1,743,924	1,536,158	53.2%	53.2%
Student Services	4,753,798	2,415,124	2,338,674	50.8%	47.4%
College Support	5,400,034	2,925,406	2,474,628	54.2%	55.9%
Plant Operations and Maintenance	4,419,967	2,089,447	2,330,520	47.3%	49.2%
Information Technology	4,379,374	2,281,162	2,098,212	52.1%	57.3%
Financial Aid	87,897	72,371	15,526	82.3%	83.6%
Contingency	800,000	-	800,000	0.0%	0.0%
Transfers-Out	2,659,733	2,642,067	17,666	99.3%	99.3%
Total Expenses	\$ 46,749,777	\$ 24,534,693	\$ 22,215,084		
Revenues Over/(Under) Expenses	\$ (2,527,477)	\$ 10,998,214	\$ 13,525,691		

Central Oregon Community College
Monthly Budget Status
 January 2017

Exhibit 12.a
 8-Mar-17

	<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	\$ 5,408,931	\$ 4,718,341	\$ (690,590)	87.2%	83.4%
Expenses	5,418,755	2,383,253	3,035,502	44.0%	44.7%
Revenues Over/(Under) Expenses	\$ (9,824)	\$ 2,335,088	\$ 2,344,912		
Grants and Contracts Fund					
Revenues	\$ 1,799,444	\$ 872,639	\$ (926,805)	48.5%	20.0%
Expenses	1,875,816	804,432	1,071,384	42.9%	35.0%
Revenues Over/(Under) Expenses	\$ (76,372)	\$ 68,207	\$ 144,579		
Capital Projects Fund					
Revenues	\$ 1,259,755	\$ 1,255,030	\$ (4,725)	99.6%	112.6%
Expenses	5,861,000	1,213,231	4,647,769	20.7%	38.9%
Revenues Over/(Under) Expenses	\$ (4,601,245)	\$ 41,799	\$ 4,643,044		
Enterprise Fund					
Revenues	\$ 7,400,217	\$ 4,555,131	\$ (2,845,086)	61.6%	43.8%
Expenses	7,635,132	4,105,297	3,529,835	53.8%	49.0%
Revenues Over/(Under) Expenses	\$ (234,915)	\$ 449,834	\$ 684,749		
Auxiliary Fund					
Revenues	\$ 8,158,368	\$ 5,298,895	\$ (2,859,473)	65.0%	66.9%
Expenses	10,578,270	5,696,765	4,881,505	53.9%	57.3%
Revenues Over/(Under) Expenses	\$ (2,419,902)	\$ (397,870)	\$ 2,022,032		
Reserve Fund					
Revenues	\$ 4,168	\$ -	\$ (4,168)	0.0%	0.0%
Expenses	371,500	325,521	45,979	87.6%	87.0%
Revenues Over/(Under) Expenses	\$ (367,332)	\$ (325,521)	\$ 41,811		
Financial Aid Fund					
Revenues	\$ 19,900,868	\$ 9,384,842	\$ (10,516,026)	47.2%	47.3%
Expenses	19,976,606	9,753,803	10,222,803	48.8%	49.7%
Revenues Over/(Under) Expenses	\$ (75,738)	\$ (368,961)	\$ (293,223)		
Internal Service Fund					
Revenues	\$ 290,404	\$ 122,886	\$ (167,518)	42.3%	33.4%
Expenses	360,208	186,921	173,287	51.9%	53.6%
Revenues Over/(Under) Expenses	\$ (69,804)	\$ (64,035)	\$ 5,769		
Trust and Agency Fund					
Revenues	\$ 2,665	\$ 2,118	\$ (547)	79.5%	64.1%
Expenses	3,000	-	3,000	0.0%	25.0%
Revenues Over/(Under) Expenses	\$ (335)	\$ 2,118	\$ 2,453		

**Central Oregon Community College
Board of Directors: Information Item**

Prepared by: David Dona, Chief Financial Officer

Subject:	2017-18 Tuition and fee rates.
Strategic Plan Themes and Objectives:	
Institutional Sustainability	IS.10 - Maintain student affordability while ensuring efficient and cost effective operations.

A. Background

For fiscal year 2016-17, COCC has the third lowest combined in-district tuition and fee rates of Oregon's seventeen community colleges. Preliminary information indicates that with the proposed \$2 per credit increase, COCC's combined 2017-18 in-district tuition and fee rates would remain the third lowest. There are no proposed increases in fee rates.

As the College strives to develop and maintain sustainable systems, comprehensive and quality programs, and essential services to students, it is recommending that the 2017-18 tuition rate for in-district students be increased \$2 per credit, the out-of-district/border state rates increased \$5 per credit, and out-of-state/international rates increased \$10 per credit. House Bill 2571 established the non-resident veteran rates in 2009. The non-resident veteran rate is not to exceed 50% of the difference between resident and non-resident rates. The current year's tuition rates and proposed 2017-18 tuition rates by resident category are provided below.

<i>Reference: Tuition per credit hour</i>					
Tuition Resident Category	2016-17	2017-18	\$ Increase	% Increase	
In-District	\$ 93.00	\$ 95.00	\$ 2.00	2%	
Non-Resident Veteran	\$ 109.00	\$ 112.50	\$ 3.50	3%	
Out-of-District	\$ 125.00	\$ 130.00	\$ 5.00	4%	
Border state	\$ 125.00	\$ 130.00	\$ 5.00	4%	
Out-of-State	\$ 256.00	\$ 266.00	\$ 10.00	4%	
International	\$ 256.00	\$ 266.00	\$ 10.00	4%	

B. Timing

In April, the Board will be asked to approve the recommendation to increase tuition rates as the 2017-18 summer term registration starts at the end of April. In addition, the 2017-18 College Catalog that provides the tuition and fee rates, has a targeted publishing date in April.

C. Budget Impact

The proposed 2017-18 general fund budget was developed using the recommended rates outline in section A. The increase in tuition revenue using the recommended 2017-18 rates is approximately \$399,000.



Central Oregon Community College Board of Directors: Information Item

Subject	Housing Operations Report
Strategic Plan Theme(s) and Objectives	Institutional Sustainability: Objective IS.4, IS.6, IS.7 Transfer and Articulation: Objective TA.1 Workforce Development: Objective WD.1
Prepared By	Alicia Moore, Dean of Student and Enrollment Services

Occupancy and Application Update

Winter

298 students currently live in Wickiup Hall, representing a 93% occupancy rate and a 38% increase compared to winter 2016. Approximately ten students moved out since the start of winter term, listing either finances or military deployment as the reason for moving out of the hall.

Spring

As of February 20, 13 students have started the application process for spring term. Staff will actively connect with these students to answer any questions and encourage application completion.

Fall

The application process for fall 2017 opens on April 1. Last year, the College provided incentives for students who completed their application prior to a specific date, with incentives including drawings for a ski pass and other items. Based on feedback from students, staff are shifting the incentive this year so that returning students can reserve a room at the 2016-17 room rate. Staff anticipated approximately 15 – 20 students taking advantage of this incentive, representing a budget impact of approximately \$10,000.

While College and housing-focused marketing and recruiting is an on-going effort, it is important to highlight that fall term activities increases during winter and spring terms. Staff has scheduled more than 60 high schools visits between now and the end of May, as well as significant radio, Pandora, and other traditional recruiting work.

Residence Hall Naming

After the Board approved naming the residence hall, Housing staff coordinated an event for residents to celebrate its naming and build excitement and awareness of the name. Staff provided "WH" (Wickiup Hall) donuts, learned the origins of the name, and participated in an activity in which they were asked to describe what home means to each of them. Contributions included images of mountains and families, as well as sentiments such "family", "love, trust and respect", "a warm, safe place", "a place to relax".

Next steps including indoor and outdoor signage as well as generating the Wickiup "story" for engagement and promotional purposes.

Academic Support: Spring Term Advising and Registration

In addition to prior term outreach, CAP (Career, Academic and Personal Counseling) Center staff initiated a three-phased outreach campaign to encourage residence hall students' timely advising and registration for spring term classes. Messaging includes an overview of registration dates, academic advising requirement and technology use:

Raise Awareness (Week of February 13): Delivered popcorn and message card to all rooms in Wickiup Hall, resulting in direct contact with 116 students. Staff left popcorn and message card in each students' mailbox who was not in their room at time of visit.

Advising Connection (week of February 20): Set up table and laptop in lobby. Talked with students, verified advising status and answered basic advising questions. Worked with 138 students.

Intervention (week of March 6): CAP Center staff and/or Community Assistants will connect with specific students who did not register for spring term during priority registration.

Digital Promotion of Student Programming

COC uses an electronic tool, known as Spinetix, to advertise campus events and other important information to students. Coordinated by the Student Life Office, the tool allows the College to broadcast information to TV monitors on all four campuses. In February, Spinetix was added to the Wickiup Hall. Staff can also customize information to promote in-hall activities and allow students to access the information in their rooms through the use of an internal cable channel.

Professional staff and Community Assistants will be working to create awareness among students about this great resource, as well as learn more about student interests and needs.

Summer Conferences

Coordination of summer conferences work is underway. As of this writing, there are five confirmed groups representing 1,064 bed nights and an estimated \$31,000 in lodging revenue; food and facility rental is in development. Additionally, staff indicates that two other contracts are pending for an additional 2,400 bed nights and \$66,000 in lodging revenue (approximate).

As a point of reference, prior summer conference housing revenues were:

2016: \$81,987
2015: \$15,320
2014: \$7,500
2013: \$17,175
2012: \$27,207
2011: \$4,475



Central Oregon Community College Board of Directors: Information Item

Subject	Oregon Promise
Strategic Plan Theme(s) and Objectives	<ul style="list-style-type: none">• IS 7: Support enrollment and success of underrepresented students.• TA 1: Maximize support services, from entrance to transfer, to promote access and success for students intending to transfer.• WD 1: Maximize support services, from entrance to completion, to promote successful completion of CTE programs.
Prepared By	Alicia Moore, Dean of Student and Enrollment Services

BACKGROUND

As presented in previous Board meetings, the Oregon Legislature created the “Oregon Promise” as a means of providing tuition support for recent high school graduates or GED recipients attending Oregon’s community colleges. Additionally, the Legislature provided one-time funds to build support programs for Oregon Promise students; COCC used these funds to expand academic advising and pilot a mandatory first-year experience program. This report provide an update on Oregon Promise activities, participation rates, student success data and related information.

OREGON PROMISE PROMOTION

COCC engaged in a variety of activities to promote a greater awareness of this program locally. Activities included having OP information available during Financial Aid nights, meetings and communications with high school counselors, mailings to Central Oregon high school seniors, including OP information in prospective student packets and new student advising sessions, and including a promotional flier in all in- and out-of-district high school visits. Much of this communications were provided in English and Spanish, with an example provided at the end of this information item.

COCC FINANCIAL AWARDS AND INFORMATION

Oregon Promise (OP) was first awarded in fall 2016, providing COCC OP students with \$373,439 in fall term tuition assistance and \$314,513 in winter term assistance. The fall 2016 award amounts ranged from \$142 to \$1,066, with the mean at \$660.

Financial Need¹⁻ Fall 2016	Pell Eligible	Have financial need, but not Pell eligible	No financial need
Oregon Promise	44%	28%	28%
Certificate/Degree- Seeking Population	68%	21%	11%

1 Determined based on “expected family contribution” (EFC) as indicated by FAFSA/ORSA data.

COCC PARTICIPATION RATES

Participation Rates	
Students who listed COCC on their FAFSA (can list up to ten institutions) and met OP eligibility requirements	~1,197
Completed a COCC admissions application	848 (70% conversion rate)
Registered in one or more classes	607 (71% yield rate)
Received Oregon Promise dollars	566 ¹
Attended Bobcat Orientation (fall or winter)	465
Complete HD 100CS: College Success or other qualifying course – fall 2016 ^{2,3}	374

1 8.4% of all OP students attended COCC, which represents 9.4% of COCC’s credit student population.

2 Several students took a qualifying course while in high school and were not required to do so again

3 COCC offered eight HD100CS classes in fall 2015 and 22 courses in fall 2016.

IN-DISTRICT HIGH SCHOOL GRADUATES

In-District High School¹	Fall 2016		
	OP Students	Non-Op Students	Total
Bend	63	44	107
Crook County	29	23	52
Culver	3	7	10
Gilchrist	6	1	7
LaPine	11	8	19
Madras	28	15	43
Marshall	1	6	7
Mountain View	61	27	88
North Lake	0	2	2
Redmond	34	40	74
RPA	28	0	28
Ridgeview	56	25	81
Sisters	18	4	22
Summit	37	27	64

1 A fall 2015 to fall 2016 comparison is not available as students are coded differently between the two years and between Central Oregon high schools. These discrepancies are primarily due to the Expanded Options program.

COCC DEMOGRAPHICS

Demographics Fall 2016	Oregon Promise	Total COCC Certificate/Degree- Seeking Population
Residency	70% in-district	80% in-district
Enrollment Status	Full-time: 81% ¾-time (9-11 credits): 11% ½-time (6-8 credits): 7% 1 – 5 credits: n/a	Full-time: 44% ¾-time: 14% ½-time: 23% 1 – 5 credits: 19%
Ethnicity ¹	American Indian/Alaska Native: 3.9% Asian: 3% Black or African American: 1.1% Caucasian: 72% Hispanic: 15.7% Native Hawaiian/Pac Islander: 1.2% Declined to state: 6.2%	American Indian/Alaska Native: 4.9% Asian: 2.8% Black or African American: 1.4% Caucasian: 71.4% Hispanic: 11.4% Native Hawaiian/Pac Islander: 1% Declined to state: 9.4%
Gender	Female: 56.7% Male: 41.3% Declined to state: 1.9%	Female: 53.2% Male: 44.4% Declined to state: 2.4%
Living on-campus	140	332

1 Total slightly more than 100% as students can indicate more than one category.

COCC STUDENT SUCCESS METRICS

COCC, as well as the State, will continue to assess progress of Oregon Promise students in terms of academic performance, retention, and completion. Some of these data points will not be available until more time has passed. Regardless, early COCC student success metrics follow.

	Oregon Promise	COCC Certificate/Degree-Seeking Population (6 or more credits)
Fall-to-Winter Retention	89%	80%
Average GPA	2.81	2.88
On academic warning for fall 2016	19%	16%

STATE FINDINGS

Two recent studies provide state-level insights regarding Oregon Promise (OP). The first of these, “Early Findings on Oregon’s New College Grant Program”, focused on student awareness of OP and its impact on college decisions. Key conclusions from this early study include:

- While the sample size was small, OP impacted both first and non-first-generation students decision to go to college, as well as where to attend. Ultimately, a majority of students interviewed indicated that “without Oregon Promise, I would not go to college” (p. 9) and that OP support influenced a student’s decision to attend a community college as opposed to a university or out-of-state institution (p. 9).
- High school counselors or teachers served as the primary resource for information on OP (p. 10).
- Identified areas of confusion for students (e.g., tuition would be entirely free; OP was limited to 12 credits per quarter, and funding renewal) (p. 15).

The survey was conducted by Education Northwest, an educational research firm, and is available online at <http://educationnorthwest.org/resources/early-findings-oregon-s-new-college-grant-program>.

The second report was conducted by the Higher Education Coordinating Commission (HECC) as a biennial report to the legislature. Findings from this report include:

- Just under half of OP students in the first term were Pell-eligible, with \$4.8 million in Pell grants awarded to OP students in fall 2016 (p. iv).
- Community colleges awarded \$4.4 million in OP grants to 6,745 students, with the mean award size \$653 per term. Using a variety of assumptions, the report suggests that the majority of OP funds will go to students with higher incomes because of the program's "last dollar in" nature (p. iv).
- Oregon Promise students represent 5.4 % of all fall 2016 community college students.
- Initial results suggest that OP may have increased community college enrollment, with a 13.5% increase in the number of Oregon public high school graduates attending a community college in 2014 as compared to 2016 (p. iv). Further assessment is required to determine whether the increase can be attributed to OP (p. v).

The full report is available at <https://www.oregon.gov/highered/research/Documents/Legislative/SB-81-Report-Oregon-Promise-1st-term-2016.pdf>.

FUTURE POLICY DIRECTIONS

While funding for Oregon Promise in fall 2017 and beyond is not yet known, the Oregon Student Assistance Commission recently provided an overview of OP at a statewide level, including policy questions that may need to be addressed in the future. Among these are:

- Confusion regarding the requirement that students enroll in a community college within six months of graduating from high school or receiving a GED.
- Oregon Promise is not available for summer term.
- Students may skip a term within an academic year and be eligible for the grant the following term within the same academic year. However, a student is not eligible for a renewal grant if they do not maintain continuous enrollment at six or more credits the prior year.
- Confusion regarding the co-pay requirement and how this is administered.

Sample of Oregon Promise promotional materials, noting that actual image was a full page.

FALL 2017

OREGON PROMISE

CAN HELP PAY YOUR TUITION AT
CENTRAL OREGON COMMUNITY COLLEGE

The Oregon Promise offers recent high school, eligible GED and home school graduates an opportunity to have some or all of community college tuition paid for by the State.

GRANTS ARE FOR STUDENTS ENTERING COCC IN FALL 2017 WHO HAVE:

- Graduated from an Oregon high school (including home school) or earned a GED between March 1, 2017 and August 1, 2017.
- Earned at least a 2.50 GPA in high school.
- Been an Oregon resident for at least 12 months prior to enrolling at COCC.

WHAT YOU NEED TO DO:

- Apply now for the Oregon Promise. The deadline is April 1, 2017 (for early notification) and July 1, 2017 (for final).
 - » Complete the Oregon Promise online or paper application.
 - » Submit your high school transcript or GED scores.
 - » Complete the 2017-18 FAFSA or ORSAA.
- Accept all state and federal grants.
- Enroll at COCC (at least half time) in Fall 2017. Visit cocc.edu/welcome to apply to COCC.

WHAT YOU GET:

- Maximum of in-district tuition for Fall, Winter and Spring terms (less \$50 per term).
- Minimum of \$1,000 per year.

OUTSIDE OF EXPECTED

OREGON PROMISE
you'll love it here!

To apply for the Oregon Promise:
oregonpromise.org

Oregon Promise

The Oregon Promise is administered by the State of Oregon Higher Education Coordinating Commission, Office of Student Access and Completion.



For more resources about paying for college:
cocc.edu/financial-aid
COCC Financial Aid: 541.383.7260

The information in this flier is provided by Central Oregon Community College.

♿ In advance of College events, persons needing accommodation or transportation because of a physical or mobility disability, contact Joe Viola at 541.383.7775. For accommodation because of other disability such as hearing impairment, contact Disability Services at 541.383.7583.

OTOÑO DE 2017

LA PROMESA DE OREGON

PUEDA AYUDARTE A PAGAR TU COLEGIATURA EN LA UNIVERSIDAD COMUNITARIA DE OREGON CENTRAL

La Promesa de Oregon es un programa que ofrece a estudiantes recientemente graduados de la preparatoria, elegibles para las pruebas GED o que recibieron su educación en el hogar, la oportunidad de que el Estado pague —ya sea parcial o totalmente— la colegiatura de sus estudios de universidad comunitaria.

LAS BECAS SON PARA LOS ESTUDIANTES QUE INGRESARÁN A COCC EN EL OTOÑO DE 2017, Y QUE

- Se hayan graduado de una preparatoria en Oregon (incluida la educación en el hogar), o hayan pasado una prueba GED entre el 1.º de marzo de 2017 y el 1.º de agosto de 2017.
- Hayan obtenido un promedio de calificaciones de, por lo menos, 2.50 en la preparatoria.
- Hayan sido residentes de Oregon, durante un mínimo de 12 meses, antes de inscribirse en COCC.

LO QUE NECESITAS HACER:

- Presentar ya tu solicitud para el programa Promesa de Oregon. Las fechas límite son el 1.º de abril de 2017 (para una notificación temprana) y el 1.º de julio de 2017 (para una final).
 - » Completar —en línea o en papel— el formulario de solicitud del programa Promesa de Oregon.
 - » Presentar tu expediente académico de la preparatoria o los resultados de tu prueba GED.
 - » Completar la Solicitud Gratuita para Recibir Ayuda Federal o Estatal para Estudiantes FAFSA o ORSAA.
- Aceptar todas las becas estatales y federales.
- Inscribirte en COCC (al menos de medio tiempo) en el otoño de 2017. Visitar cocc.edu/welcome, para presentar tu solicitud de inscripción a COCC.



FUERA DE LO ESPERADO



LA PROMESA DE OREGON – ¡te va a encantar aquí!



LO QUE OBTIENES:

- La cantidad máxima de colegiatura distrital para los trimestres de otoño, invierno y primavera (menos \$50 por trimestre).
- Un mínimo de \$1,000 al año.

Para presentar tu solicitud para el programa Promesa de Oregon:
oregonpromise.org



El programa Promesa de Oregon lo administra la Oficina para el Acceso a Estudiantes y la Finalización de Estudios de la Comisión Coordinadora de Educación Superior de Oregon.

Para mayores informes sobre distintas formas de pagar la universidad:
cocc.edu/financial-aid.

Ayuda Financiera de COCC: 541.383.7260.

La información de este folleto la proporciona la Universidad Comunitaria de Oregon Central



CENTRAL OREGON
community college

♿ Si, por motivo de una discapacidad física o de movilidad, requiere ayuda con el transporte u otros arreglos especiales, sírvase contactar a Joe Viola —con antelación a los eventos universitarios correspondientes—, al 541-383-3775. Para solicitar arreglos especiales debido a otras discapacidades, como la deficiencia auditiva, favor de comunicarse con Servicio para Discapacitados al 541-383-3750.



Central Oregon Community College Board of Directors: Information Item

Subject	Bend Enterprise Zone
Strategic Plan Theme(s) and Objectives	
Institutional Sustainability	IS.2 Increase meaningful partnerships to improve COCC's effectiveness and positive impact in the region.
Workforce Development	WD.4 Cultivate current and future industry partnerships and assist industry partners in regional economic development and job creation.

Prepared by:

Matthew McCoy, Vice President for Administration

A. Background

A tool available for economic development in Oregon is the creation of Enterprise Zones. Enterprise Zones are designated areas that provide tax abatement to qualifying companies on their investment in buildings and equipment (not land investments). The tax abatement benefit is for a standard three-year period, and requires companies to create new jobs. If a company fails to meet job creation requirements, they must pay any taxes avoided via the Enterprise Zone designation.

Economic Development for Central Oregon (EDCO) is requesting that the City of Bend expand an existing Enterprise Zone by adding additional properties, including a COCC property that encompasses the Campus Village area. The attached materials from EDCO provide specific information on the various properties requested to be included in the Enterprise Zone expansion.

COCC could be impacted by an expansion of the Enterprise Zone in two ways. First, as a taxing district, COCC could receive fewer taxes from development in an expanded Enterprise Zone. Worth noting, however, is that if there were no development there would be no new taxes to abate. Assuming there is development, there would be some impact, but the exact amount is difficult to calculate and likely is quite small as a part of COCC's overall revenue.

Second, COCC may benefit from an Enterprise Zone that includes the Campus Village area. There could be a potential reduction of taxes on buildings and equipment in the Campus Village area, and thus make development in the Campus Village financially more attractive. Additionally, jobs may be created by expanding the Enterprise Zone.

B. Timing

Feedback on the expansion of the Bend Enterprise Zone is requested to EDCO by March 13, 2017.

C. Budget Impact

Expansion of the Bend Enterprise Zone has a potential of reducing the amount of new taxes generated from development on land added to the Enterprise Zone. The exact dollar impact is not known at this time.

Expansion of the Enterprise Zone may lead to increased development in the Campus Village, which would generate additional income to the College.

Feb 10, 2017

Matt McCoy
Vice President
Central Oregon Community College
2600 NW College Way
Boyle Education Center 232
Bend, OR 97703

Dear Matt:

In an effort to attract additional family-wage jobs and new investment in the city of Bend, Economic Development for Central Oregon has requested that the City approve expansion of the existing Enterprise Zone by adding properties within the city limits and in the recently approved UGB expansion areas.

The attached maps and list of tax lots indicate which properties are included in this request. The proposed Enterprise Zone boundary follows tax lot lines of properties with a commercial, industrial, or mixed use general plan designation, as well as those in UGB expansion areas that could be zoned commercial, industrial or mixed use as they are master planned and annexed.

State law requires that notification be sent to all affected taxing districts, in order to keep them informed of pending changes to Enterprise Zones and to provide an opportunity to respond with comments.

The Enterprise Zone has been in place in Bend since July 2010 and provides tax abatement for companies on new capital investment (building and equipment) for a standard length of three years, and requires the companies to create new jobs. If a company fails to meet investment and job creation requirements during the *exemption* period, they will be disqualified and required to pay back the abated taxes to the Deschutes County Assessor's office.

It's important to understand that the expansion of the Bend Enterprise Zone does NOT impact current tax revenue collections for any taxing district. This request simply provides the opportunity for the zone to be used on additional employment lands. The zone has also been an important tool for local job creation as several Bend companies have used the program since 2010.

Please take the time to respond to this letter and the proposed expansion of Bend's Enterprise Zone program within 21 days. You may respond by email or mail, and your comments will be submitted into record and processed with the application to the State of Oregon.

If you have any questions about the Enterprise Zone expansion, please don't hesitate to call or email.

Thanks for your time,



Tom Rowley
Bend Area Managing Director
541.388.3236 x 4



**Economic Development
for Central Oregon**

705 SW Bonnett Way, Suite 1000
Bend, OR 97702

541.388.3236
www.edcoinfo.com

Bend Enterprise Zone: Proposed Expansion 2017

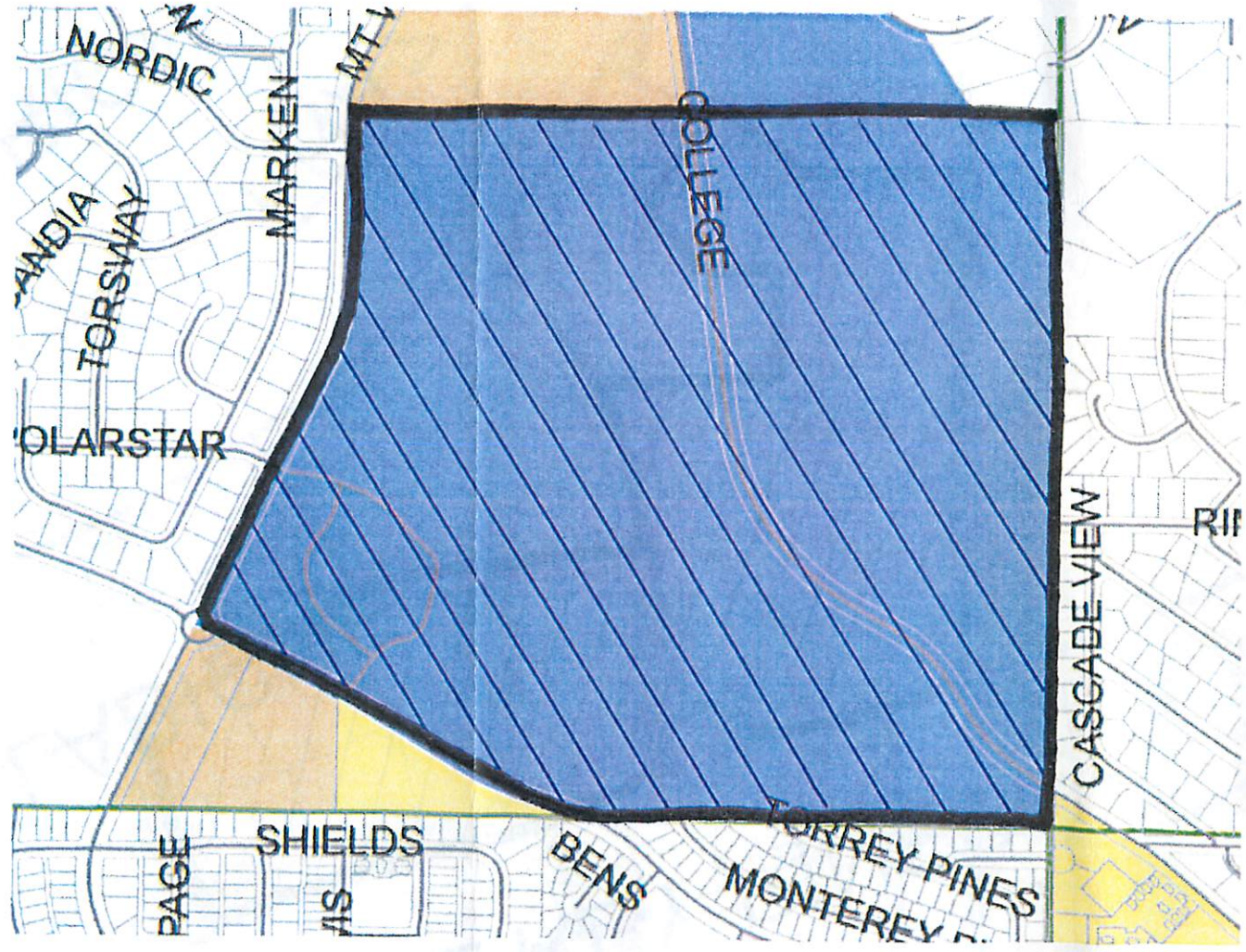
Zone Area	Tax Lot ID	Acreage	Owner
COCC Campus Village (Census Tract 13)	1711250001000	156.50	Central Oregon Community College
NW Crossing Area 23 (Census Tract 13)	1711360000302	7.15	West Bend Property Company
	1711360000315	0.91	Intl Church of the Foursquare Gospel
	1711360000308	1.18	Pacific Corp
	171136AA09001	0.57	Taylor Brooks
	171136AA09002	0.40	Taylor Brooks
	171136AA09003	0.44	Taylor Brooks
	171136AA09004	0.56	Taylor Brooks
	171136AA09005	0.50	Shevlin Holdings
	171136AA09006	0.34	Taylor Brooks
	171136AA09007	0.39	Taylor Brooks
	171136AA09008	0.36	Taylor Brooks
	171136AA09009	0.49	Taylor Brooks
	171136AA09010	0.40	Taylor Brooks
	171136AA09011	0.26	Taylor Brooks
	NW Crossing Area 1 and 2 (Census Tract 13)	1711360000313	1.80
171136BD04400		0.25	NWX Buildings
171136BD04401		0.40	NWX Buildings
171136BD04402		0.66	North Star Mngmnt
171136BD07200		0.53	NWX Buildings
171136CA01700		0.54	Fremont NWX
171136CA01601		0.43	West Bend Property Co
171136CA01600		0.58	NWX Buildings
171136CA00300		0.85	West Bend Clinic
171136CA00301		0.61	Galveston Partners
171136CA00100		0.52	Bowler & Bowler
171136CA00200		0.48	McCleery, Phillip Scott et al
171136CA00401		0.56	Marine Drive Apartments
171136CA00400		0.54	Brants Place
171136CA00600		0.46	MWCYD E
171136CA01500		3.00	St Charles Health System
171136CD03600		4.22	West Bend Property Co
171136CD03100		1.52	West Bend Property Co
171136CD03200		1.48	West Bend Property Co
171136CD03500		0.90	Brooks Resources Corp
171136CD03400		0.94	2753 NW Lolo Dr LLC
171136CC00700		1.13	West Bend Property Co
171136CC00800		1.14	West Bend Property Co
171136CC00900		1.21	West Bend Property Co
171136CC01200		4.01	NW Crossing Self-Storage LLC
171136CC01300		2.00	Four Leg LLC
1711360000701		1.56	Taylor Development LLC
171136CA09800		2.19	Taylor Development LLC
171136CA01400		1.00	Dog Ear LLC
171136CA01300		0.63	Hummel, Shelly Kay
171136CA01200		0.74	CT Woodward Properties LLC
171136CA00701		0.27	Gallio Trust Agreement et al
171136CA00700		0.25	Feline Properties LLC
171136CA00800	0.40	Easily, Sean	
171136CA00900	0.38	Valiant Investments LLC	
171136CB00300	1.16	Sheets Family Property LLC & CG2M LLC	
171136CB00100	0.70	Rally Properties LLC	
171136CB00200	0.71	Krueger Rev Living Trust	

Zone Area	Tax Lot ID	Acreage	Owner
OSU-Campus Area (Census Tract 14)	1812060000100	45.02	Deschutes County
	1812060000109	7.37	Bend Metro Park and Rec District
	1812060000110	8.26	Deschutes County
	181206A000719	15.28	Deschutes County
	181206C002000	13.44	State of Oregon
	181206C000100	10.44	Oregon State University et al
	181206C002100	29.79	State of Oregon
	181206C000300	1.16	K&M Investment Properties LLC
	181206C000200	1.32	Oregon Best Investment LLC
	181206C000900	1.36	Mountain Laurel Lodge LtdPartnership
	181206C000901	1.13	Yates Drive Partners LLC
	181206C001000	0.92	Yonan, Peter
	181206C001002	1.94	Santillanes, Rita J and John Jr.
	181206C001001	0.83	Santillanes, Rita J and John Jr.
	181206C000800	1.20	Matthew Bryan Engel Rev Liv Trust
	181206C001700	2.84	Century Washington Center Owners Assoc
	181206C001800	9.78	Western Communications Inc
	181206C001600	1.36	Mt Bachelor View Properties LLC
	181206C001100	1.67	Duvall, Craig et al
	181206C001500	0.72	Circle Pines LLC
	181206C001400	1.38	Bend Westside Professional LLC
	181206C001902	0.85	Rall Capital Management LLC
	181206C001901	0.57	Horizon Dental Health LLC
	181206C001900	0.42	Degree Propp LLC
	181206C001300	1.00	Rall Capital Management LLC
	181206C000600	1.13	Louis-Daniel LLC
	181206C000500	0.88	TSB Real Estate LLC
	181206C000400	0.70	Love Divine Enterprises LLC
	181206C000700	1.05	Broken Top Medical Park LLC
	181206C001200	0.81	EARW Properties LLC
UGB-North Triangle (Census Tract 11)	171217A000200	12.75	Gumpert, Raymond G Jr et al
	171217A000600	13.79	Richard and Vicki Brownrigg Rev Trust
	171217A000400	37.27	Richard and Vicki Brownrigg Rev Trust
	171217A000500	6.77	Ansel Marshall Liv Trust
	171217B000100	10.58	Richard and Vicki Brownrigg Rev Trust
	171208C000700	14.61	Lot 700CO LLC
	171217A000300	8.08	Deschutes Christian Fellowship
	171208D002300	8.77	Buccola Greepoint Legacy Trust
	171208C000600	16.80	RPCC Company LLC
	171208D002200	4.66	Buccola Greepoint Legacy Trust
	171208D000700	10.94	Samuel, Gary R et al
	171208D000600	10.67	Samuel, Gary R & Samuel, Robert S
	171208D000102	22.74	Reorganized Church of Jesus Christ of Latter Day Sa
	171209C000200	39.53	Anderson, Mark A
	171209C000300	10.15	Carson, Carolann P et al
	171209C000100	33.54	Richard L Carpenter Liv Trust et al
	171208D000202	10.23	Lighthouse Construction LLC
	171208D000201	9.28	Lighthouse Construction LLC
	171208D000101	10.00	Anderson, Mark A.
	171208D000100	10.00	Bell,Ryan
UGB-Butler Market (Census Tract 12)	1712230000713	9.64	Coslett, Denora & Elwood
	1712230000709	2.37	Michael A Heath Trust
	1712230000711	0.97	Harlow, Magdelana Beth et al
	1712230000702	9.28	Summit Accommodators Liq Trust

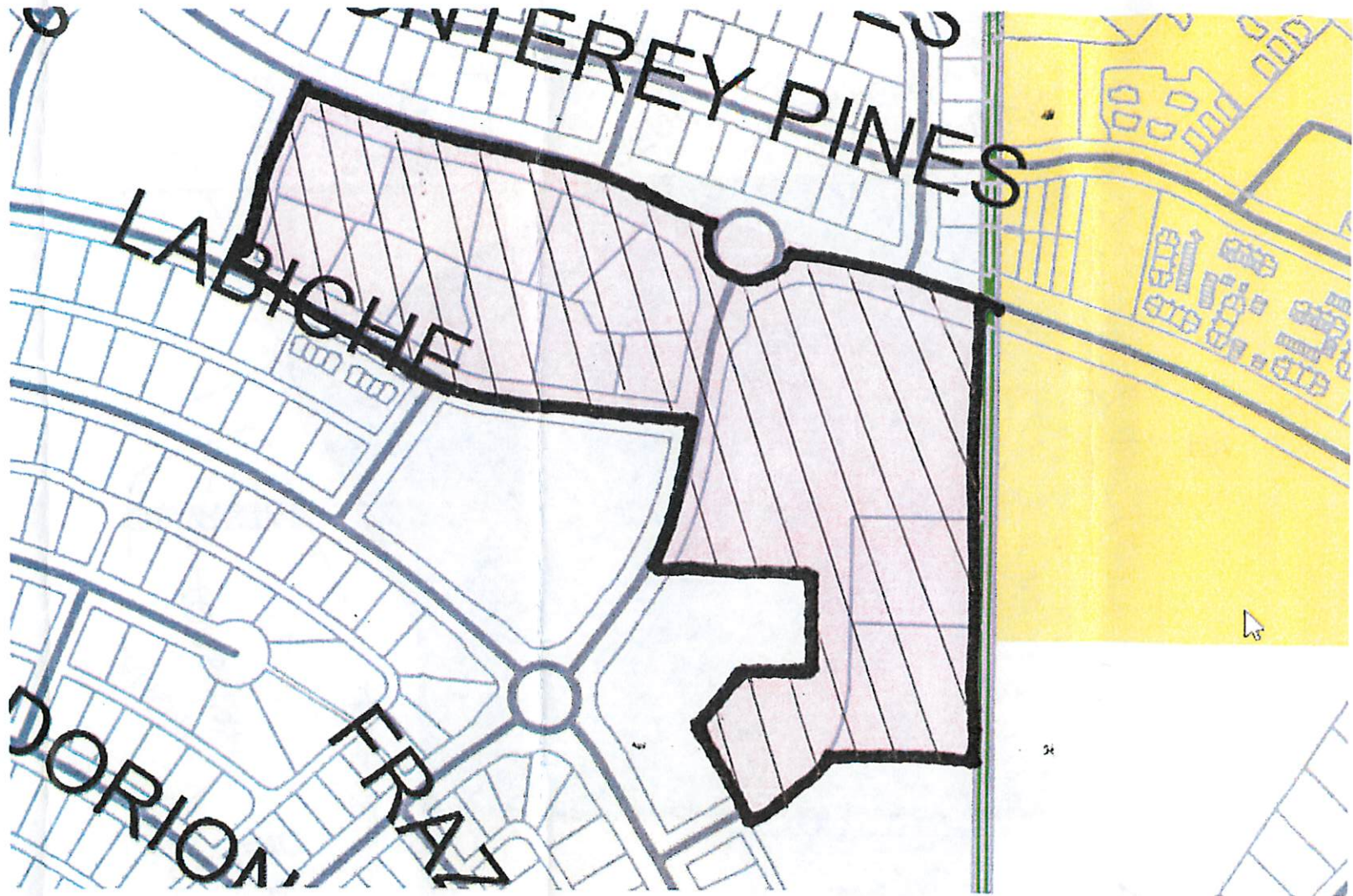
Zone Area	Tax Lot ID	Acreage	Owner
	1712230000703	2.61	West, Kathleen
	1712230000708	1.78	Eckman, Ryan & Melissa
	1712230000710	1.85	Alexander, Jonathan & Tracy
	1712230000707	8.30	Jean Curl Trust
	1712230000704	4.15	Jean Curl Trust
	1712230000700	16.88	Jean Curl Trust
	1712230000706	4.87	Vachir LLC
	1712230000712	1.50	Fahrenthold, Jennifer
	1712230000701	3.71	Helgesson, Aune V Trustee
	1712230000705	6.43	Helgesson, Aune V Trustee
	1712230000301	3.26	Dual, Billy M Jr & Schomberg, Deborah J
	1712230000300	1.13	David & Pamela MacGurn Trust
	1712230000402	7.58	Heinlein, Shannon Dale et al
	1712230000401	7.42	Bledsoe, Drew & Maura
	171223AB00800	3.42	Cascade Ridge Estates LLC
	171223AB00700	1.33	Charlene A Cooper Rev Trust
	171223AB00500	1.38	Hight, Richard B III
	171223AB00400	0.30	Charlene A Cooper Rev Trust
	171223AB00100	5.06	Crenshaw, Kenneth E Jr & Peggy Ann
	171223AB00300	4.12	Charlene A Cooper Rev Trust
	171113AB00600	2.87	Nipper, David C & Tammy M
	171223AB00200	6.00	Charlene A Cooper Rev Trust
	171223AB00900	15.50	Charlene A Cooper Rev Trust
	1712230000404	7.05	McQueen Partners
	1712230000400	11.86	David Douglas Suchy Trust
	1712230000200	7.17	Short, John f & Elizabeth A
	1712230000104	12.14	Daniel, John E & Johnna
	1712230000106	10.06	Mcomber, Michael L
	1712230000113	2.50	Reinhart, Arnold T & Adrienne R
	1712230000111	3.91	Waterman Family Revocable Trust
	1712230000112	1.52	Lechner, Bena R
	1712230000100	1.21	Hamby, Guy W et al
	1712230000102	10.00	Tucker, Allen J & Ashley
	1712230000115	10.00	Kuuipo Bend LLC et al
	1712230000116	10.14	OR Conference Adventist Churches
	1712230000103N1	5.08	Fellowship at Bend
	1712230000103	0.85	Fellowship at Bend
	1712230000110	1.70	Parazoo, Dana & Deborah
	1712230000105	1.43	Smith, Gene R & Nadine
UGB-Elbow (Census Tract 19.02)	1812000001800	587.51	State of Oregon
	1812000001700	40.00	State of Oregon
	1812150000100	36.69	Vergho, Kevin et al
	1812150000201	39.09	39 Acre LLC
	1812150001700	59.95	Schumacher Rev Liv Trust
	1812150000202	28.10	Blue, Lynette
	1812150000200	10.00	Blue, Lynette
	1812150001901	9.53	Oddo, Anthony F
	1812150001902	9.40	Bend Bowman Inc
	1812150001900	18.92	Patrick & Jody Schatz Joint Trust
	1812150001801	5.03	Stevenson, John & Nanette
	1812150001800	4.85	Kelleher, Phillip Bret
	181215DC00100	5.06	Schumacher Rev Liv Trust
	181215CD01500	3.68	Carroll, James L & Diane L
	181215CD01700	2.50	Hamilton, Grant Leroy & Tracy Lynn
	181215CD01600	11.72	Southgate Casper LLC
	1812150001500	38.79	Ward, J L Co

Zone Area	Tax Lot ID	Acreage	Owner
UGB-South (Census Tracts 4.01, 20, 21)	1812000004404	317.49	Ward, JL Co
	181219A000100	38.73	Maverick Properties LLC
UGB-Northwest (Census Tract 13)	1701350000100	NA	NA

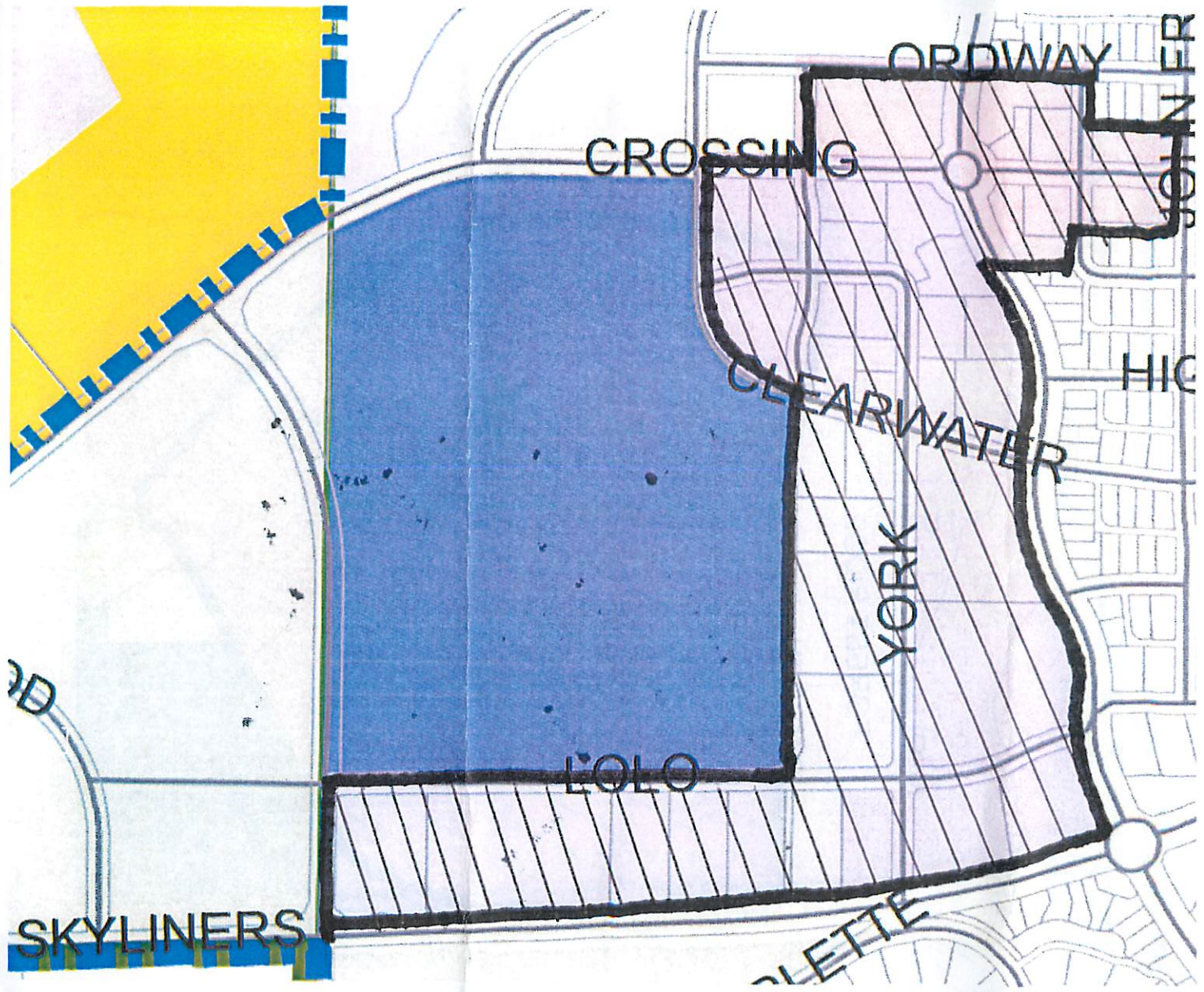
COCC Campus Village
(Census Tract 13)



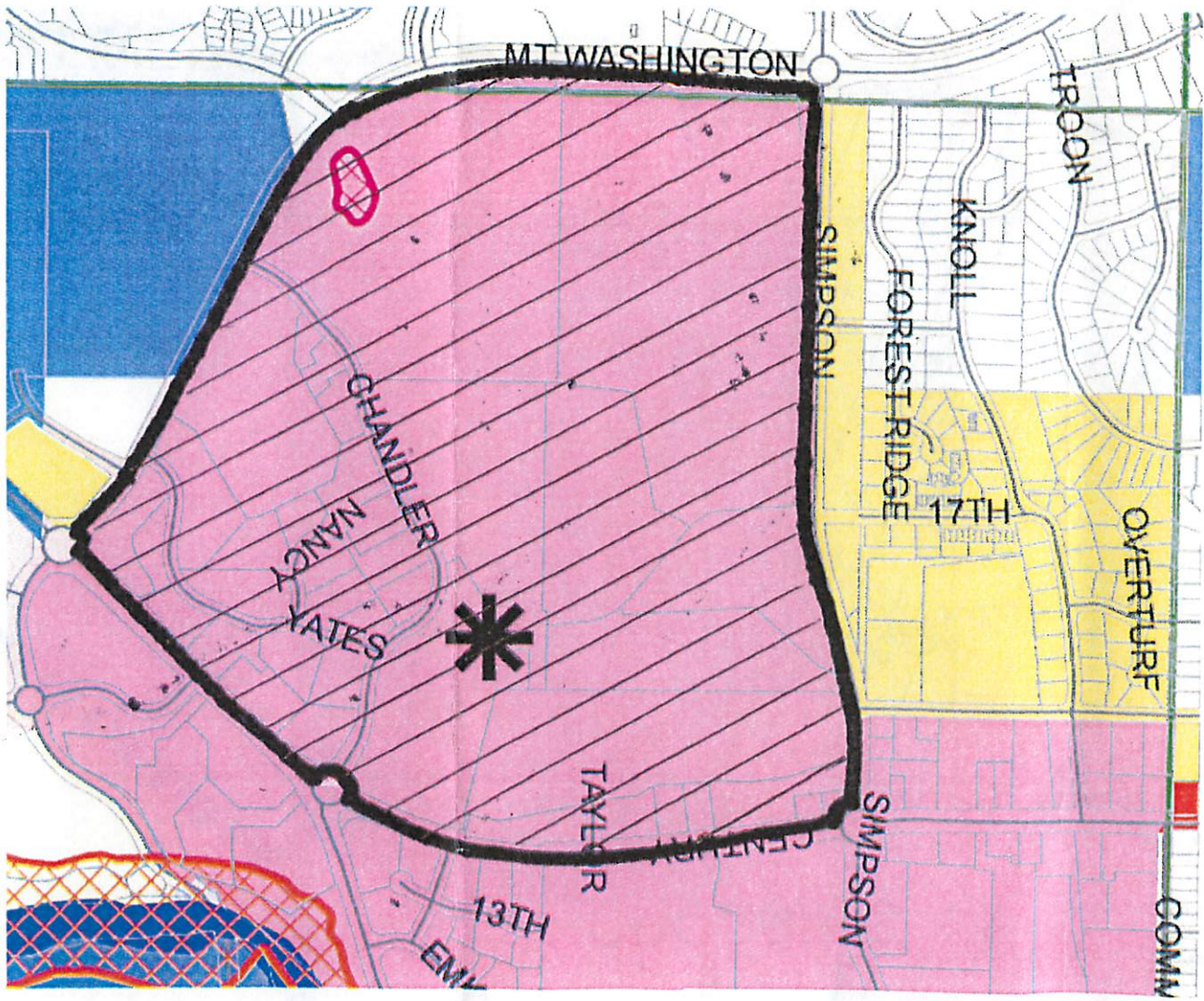
NEW CROSSING AREA Z3
(CENSUS TRACT 13)



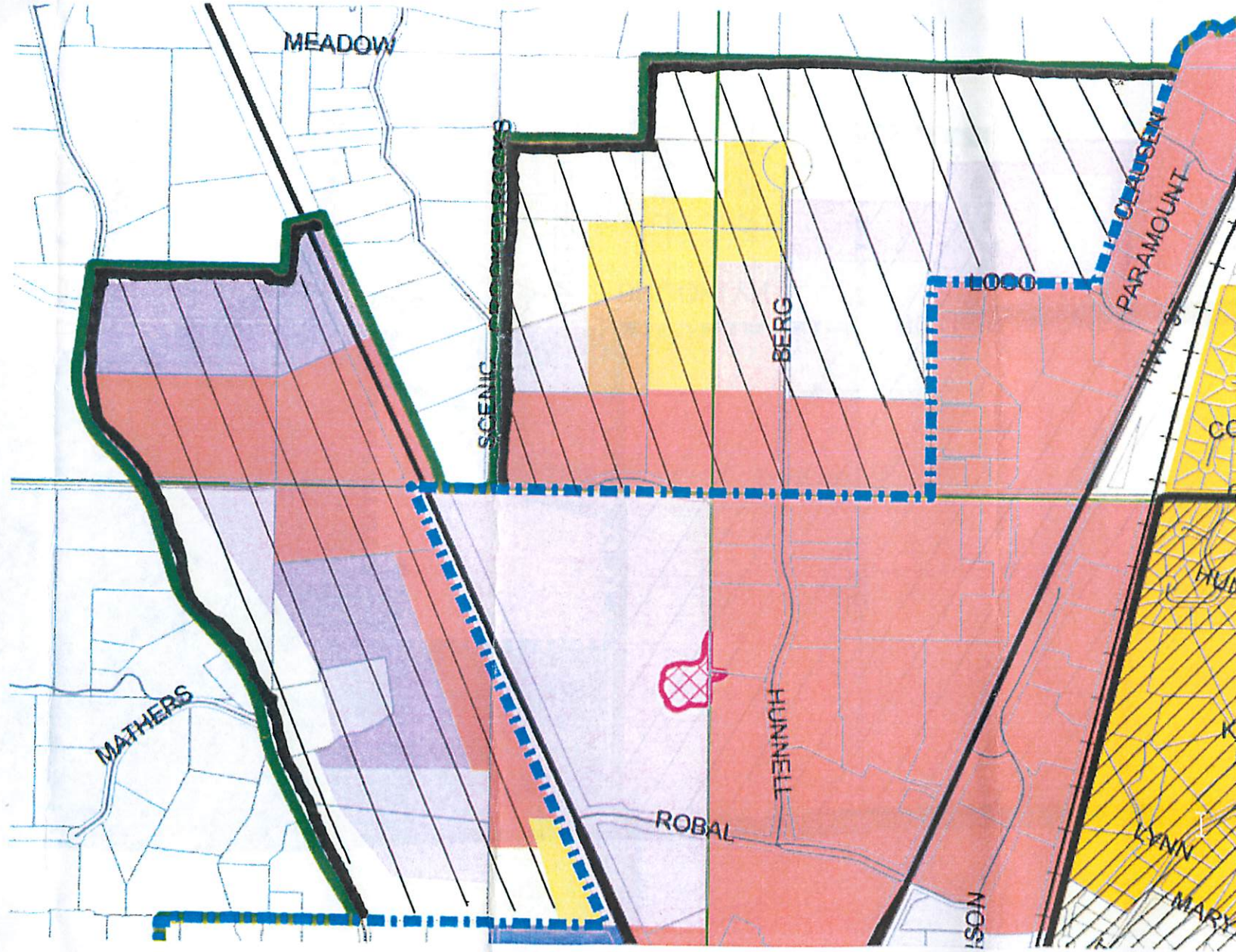
NW CROSSING AREA 14Z
(Census TRACT 13)



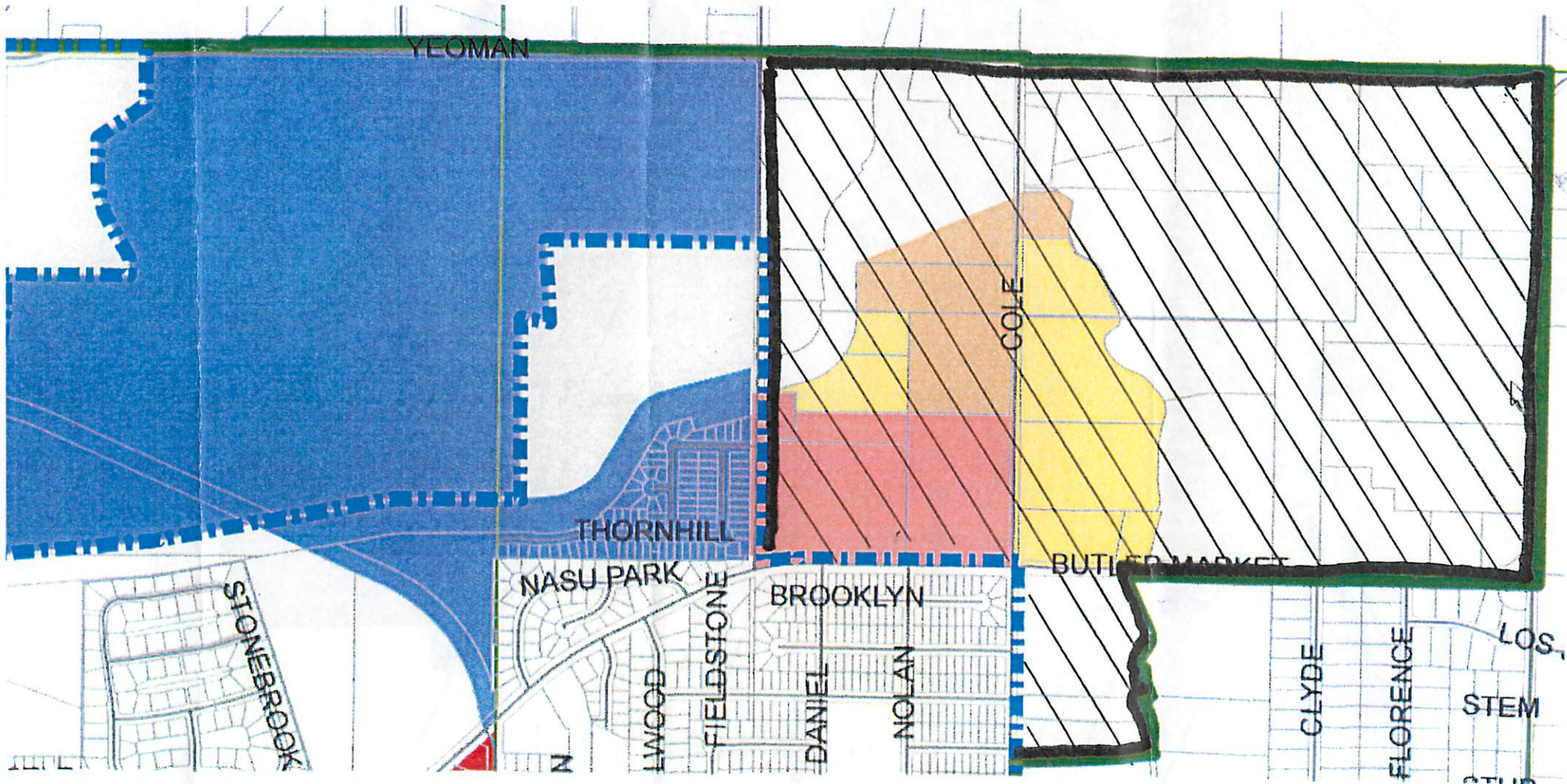
OSU CAMPUS AREA
(CENSUS TRACT 14)



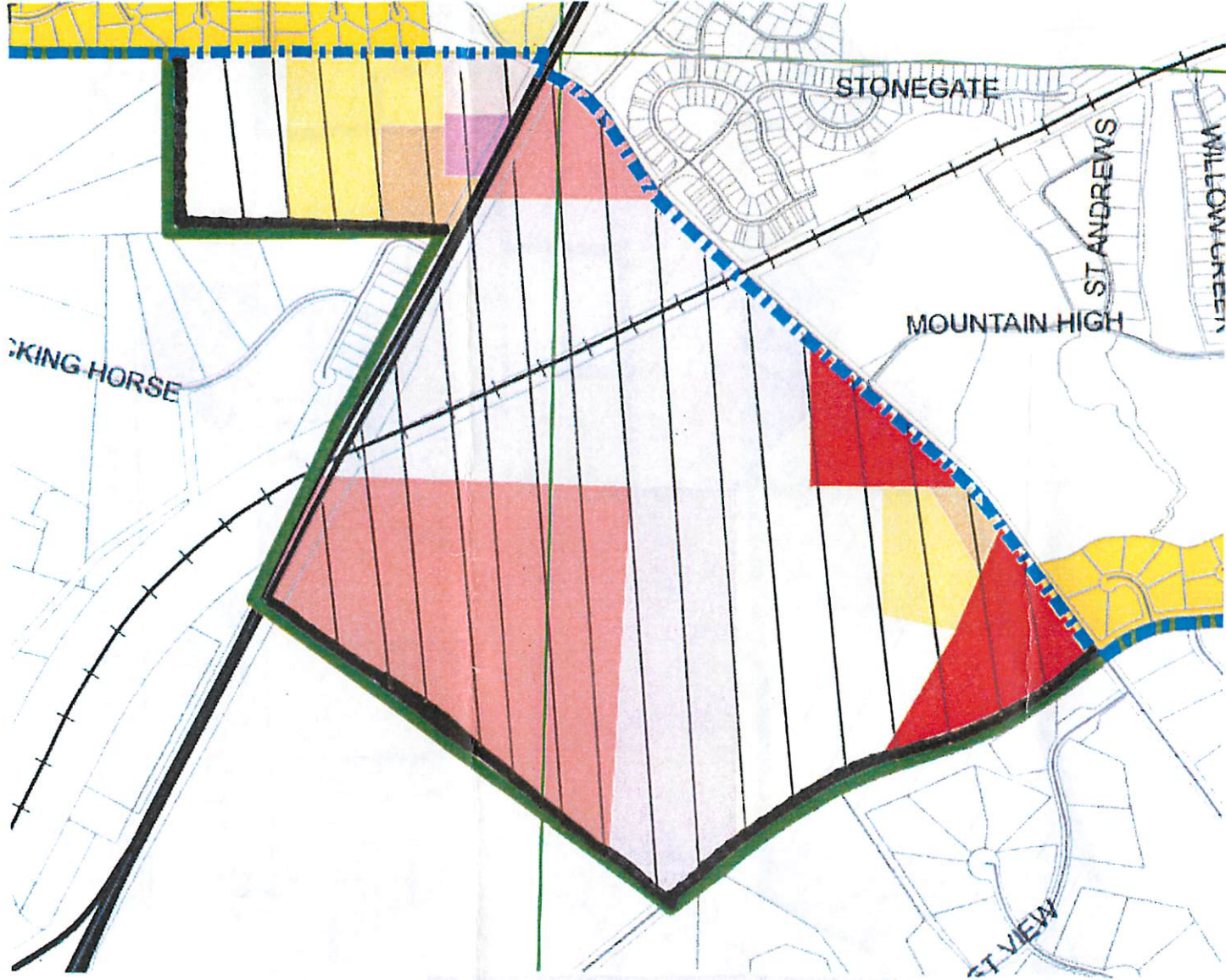
UGB NORTH TRIANGLE
(CENSUS TRACT 11)



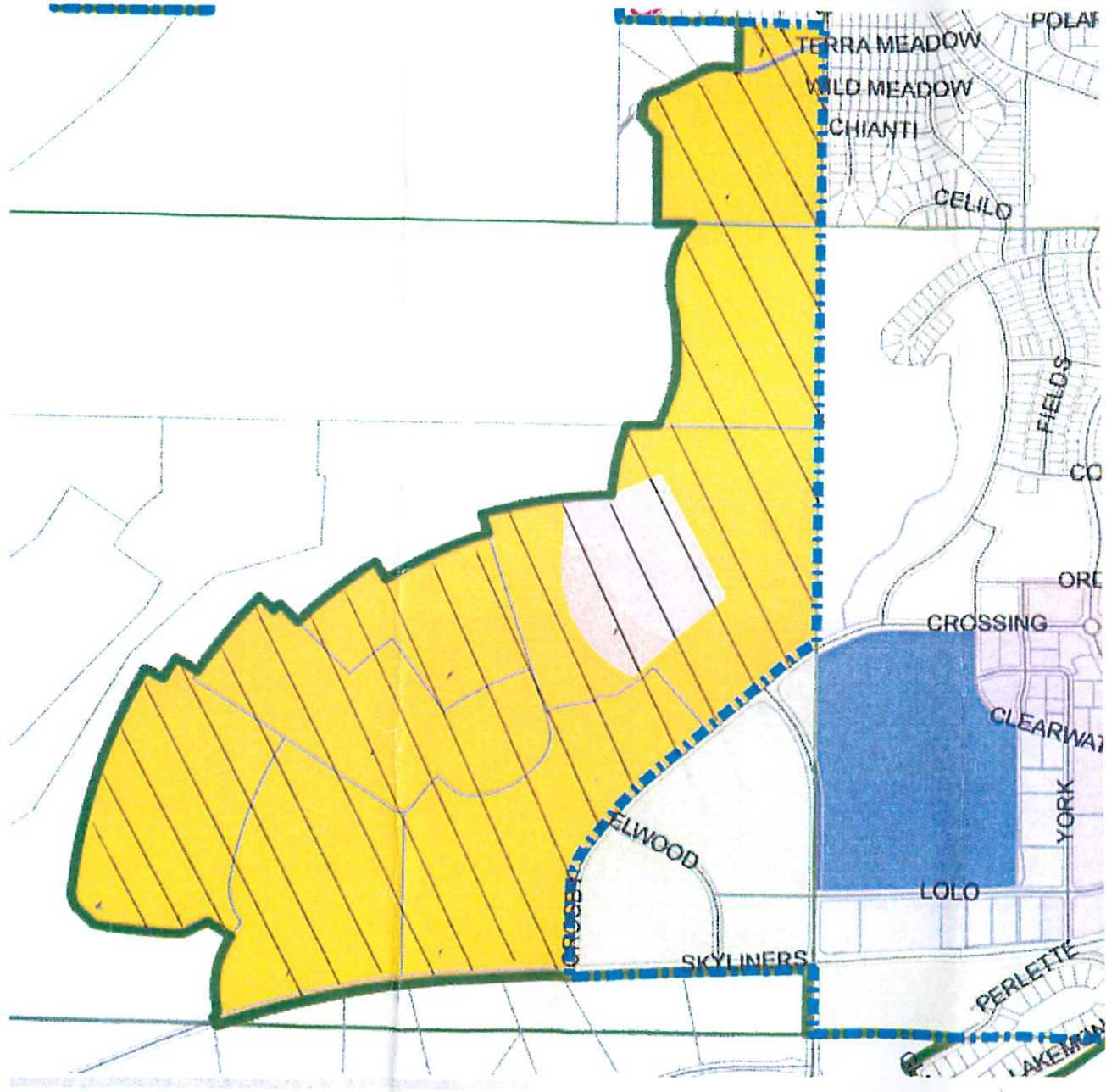
UGB Butler MKT
(Census TRACT 12)



UGB SOUTH
(Census Tracts 4.01, 20, 21)



UGB NW
(CENSUS TRACTS 13)



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

Prepared by: Dan Cecchini, Chief Information Officer

Subject	Approve acquisition of COCC web platform system replacement
Strategic Plan Themes and Objectives	
Institutional Sustainability	IS.2; IS.5; IS.6; IS.7
Transfer and Articulation	TA.1
Workforce Development	WD.1
Lifelong Learning	LL.3

A. Background

The intent of this resolution is to replace the existing COCC web platform with a state-of-the-art web platform to better serve our students and community, as well as the employees of COCC. The current COCC web platform vendor, Ektron, has been purchased by EpiServer, a global software company in Sweden. EpiServer has decided to “end-of-life” the Ektron web platform and migrate customers to a different product in their software suite. This decision by EpiServer prompted COCC to explore other web content management systems (CMS) currently available. COCC stakeholders went through an internal requirements gathering process to determine the needs of the college to be able to effectively and efficiently operate a modern web platform. COCC stakeholders then went through an RFI process to determine the viable alternatives to replace the Ektron CMS platform. Once a group of CMS platforms were identified, the college went through a very extensive and broad exercise of reviewing available CMS platforms to see how well these platforms would meet the college’s needs, while also being very cost conscious of the long-term Total Cost of Ownership (TCO) for any new technology system being implemented at COCC.

The new CMS that COCC stakeholders have chosen was designed specifically for higher education institutions. The new system will better serve our students and community, as well as the employees of COCC and will be less costly than migrating our current CMS over to the acquiring company’s (EpiServer) CMS. Additionally, this new CMS will provide a robust platform that will allow COCC to create an integrated Intranet, incorporating an employee portal for such things as internal HR forms and policies, etc., while still maintaining the ability to have a robust, modern outward facing web presence for students and community members.

Information about the magnitude of the COCC web site systems:

- The COCC web site consists of approximately 6,500 pages
- We are currently averaging 220,500 sessions per month
- In the last 4.5 years COCC has had 44,424,124 page views
- Total size of COCC web platform ~ 25 GBs (ave. website is ~150 MB)
- The content is maintained and updated by approx. 280 different people—sophisticated software
- It takes seven different servers to run the CMS

B. Options/Analysis

1. Approve the purchase of a new Content Management System
2. Do not approve the purchase of a new Content Management System

C. Timing

A new Content Management System (CMS) is necessary to sustain the COCC website, as the current system has already been determined to be an end-of-life product by the vendor. A web migration of this magnitude will take a team of people approximately one year to complete.

D. Budget Impact

Estimated acquisition cost of \$138,000 will be funded from resources currently available within the ITS Technology Fund located within the Capital Projects Fund. The ITS Technology Fund's designated purpose is to fund technology lifecycle purchases. This purchase will be within the adopted Life Cycle Technology Fund's budget.

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors hereby approve the acquisition of the OmniUpdate, Content Management System, and equipment and services, associated with the implementation.