



CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, June 13, 2012 – 6:00 PM

Christiansen Board Room, Boyle Education Center

TIME**	ITEM	ENC.*	ACTION	PRESENTER
6:00 pm	I. Call to Order			Ford
6:00 pm	II. Introduction of Guests			Ford
6:05 pm	III. <u>Formal Opening</u> of Public Hearing & Testimony for 2012-13 Budget A. Budget Hearing Input			
6:25 pm	IV. <u>Adjournment</u> of Public Hearing & Testimony for 2012-13 Budget			
6:30 pm	V. <u>Reconvene</u> Regular Public Board of Directors' Meeting			
	VI. Hearing for 2012-13 Budget			
	A. Adoption of the 2012-13 Budget Budget Resolution I	6.a	X	Dona ^P
	B. Appropriation Resolution Budget Resolution II	6.b	X	Dona ^P
	C. Levy Property Taxes Budget Resolution III	6.c	X	Dona ^P
6:40 pm	VII. Agenda Changes			
6:40 pm	VIII. Public Hearing and Testimony A.			
6:45 pm	IX. Consent Agenda***			
	A. Minutes			
	1. Budget – May 9, 2012	9.a1	X	Smith
	2. Regular – May 9, 2012	9.a2	X	
	B. Personnel			
	1. New Hire Report (May 2012)	9.b1	X	Buckles ^A
	C. Approval to Hire			
	1. Liccardo	9.c1	X	Buckles ^A
	2. Fuller and Towne	9.c2	X	Buckles ^A
	3. Capozzola	9.c3	X	Buckles ^A
	4. Frost	9.c4	X	Buckles ^A
	5. Rehire: Administrative/Confidential Supervisory	9.c5	X	Buckles ^A
	6. Full Time Faculty Rehires	9.c6	X	Hilgersom ^A
	D. 2012-13			
	1. Inter-fund Borrowing	9.d1	X	Dona ^A
	2. Custodian of Funds/Depository Banks	9.d2	X	Dona ^A
	3. Clerk/Budget Officer/Deputy Clerks	9.d3	X	Dona ^A
	E. Budget Appropriation Review, 2011-12	9.e	X	Bloyer ^A

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION #1

Prepared by: David Dona - Associate Chief Financial Officer

A. Action Under Consideration

Adopt the College budget for 2012-13.

B. Discussion/History

No adjustments are recommended to the budget approved by the Central Oregon Community College Budget Committee on May 9, 2012. The Board of Directors has the power to adjust the resources and expenditures as approved by the Budget Committee. However, the governing body's power to change the approved budget is limited. The Board can reduce or even eliminate any expenditure in a fund. However, expenditures cannot be increased in a fund by more than \$5,000 or 10 percent, whichever is greater. Also, the Board cannot increase the property tax rate or amount approved by the Budget Committee. If the governing body wants to exceed either of these limits, it must publish a revised financial summary and budget hearing notice, and hold another budget hearing (ORS 294.435).

C. Options/Analysis

1. Adopt the budget at this time.
2. Do not adopt the budget at this time.

D. Timing

The budget must be adopted before July 1, 2012 for the College to continue its operations.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College do hereby adopt the budget approved by the Budget Committee on May 9, 2012.

F. Adjustments:

NA

June 13, 2012

Approved: __Yes__No

Motion:

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION #2

Prepared by: David Dona – Associate Chief Financial Officer

BE IT RESOLVED that the amounts for fiscal year beginning July 1, 2012 and for the purposes shown below are hereby appropriated as follows:

GENERAL FUND

Instruction and Instructional Support	\$ 21,600,336	
Student Services	4,242,007	
College Support Services	4,855,519	
Campus Services	5,017,818	
Information Technology Services	3,701,090	
Financial Aid	233,004	
Contingency	<u>800,000</u>	
Total General Fund		\$ 40,449,774

DEBT SERVICE FUND

Principal	\$ 1,559,379	
Interest	2,726,579	
Materials and Services	<u>3,400</u>	
Total Debt Service Fund		\$ 4,289,358

CAPITAL PROJECTS FUND

Personnel Services	\$ 510,868	
Materials and Services	454,000	
Capital Outlay	26,458,132	
Transfers Out	<u>210,820</u>	
Total Capital Projects Fund		\$ 27,633,820

ENTERPRISE FUND

Personnel Services	\$ 831,522	
Materials and Services	6,035,297	
Capital Outlay	520,000	
Transfers Out	<u>600,000</u>	
Total Enterprise Fund		\$ 7,986,819

INTERNAL SERVICE FUND

Personnel Services	\$ 129,195	
Materials and Services	248,795	
Capital Outlay	21,000	
Transfers Out	<u>175,000</u>	
Total Internal Service Fund		\$ 573,990

RESERVE FUND

Materials and Services	\$ 180,000	
Transfers Out	<u>300,000</u>	
Total Reserve Fund		\$ 480,000

SPECIAL REVENUE FUND

Federal Grant Programs	\$ 854,354	
State Grant Programs	34,804	
Other Grant Programs	95,241	
Contracts	609,201	
New Programs	<u>500,000</u>	
Total Special Revenue Fund		\$ 2,093,600

AUXILIARY FUND

Self-Sustaining Activities	\$ 2,055,351	
Non-General Fund Instruction	6,351,504	
Revolving Activities	815,909	
Contractual & Administrative Provisions	<u>523,000</u>	
Total Auxiliary Fund		\$ 9,745,764

FINANCIAL AID FUND

Federal Programs	\$20,443,500	
State Programs	1,150,000	
Institutional Programs	955,107	
Other Programs	<u>56,961</u>	
Total Financial Aid Fund		\$ 22,605,568

TRUST & AGENCY FUND

Materials and Services	<u>\$ 7,500</u>	
Total Trust & Agency Fund		\$ 7,500

TOTAL BUDGET APPROPRIATION

\$ 115,866,193

Exhibit: 6.c
June 13, 2012
Approved: __Yes__No
Motion: _____

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION #3

Prepared by: David Dona, Associate Chief Financial Officer

BE IT RESOLVED that the Board of Directors of Central Oregon Community College District hereby imposes the taxes provided for in the 2012-13 adopted budget at the rate of \$0.6204 Per \$1,000 of assessed value for operations and in the amount of \$2,835,825 for General Obligation Bonds debt service; and that these taxes are hereby imposed and categorized for the tax year 2012-13 upon the assessed value of all taxable property within the district.

	<u>Subject to the Education Limitation</u>	<u>Excluded from the Limitation</u>
General Fund	\$0.6204 / \$1,000	
Debt Service Fund		\$ 2,835,825



Central Oregon Community College
BUDGET COMMITTEE MEETING
MINUTES

Wednesday, May 9, 2012 - 6:00 PM
Christiansen Board Room-Boyle Education Center

PRESENT: Lester Friedman, Steve Curran, Joe Krenowicz, Patricia Kearney, Gayle McConnell, Doug Ertner, Laura Cooper, David Ford, Charley Miller, John Overbay, Bruce Abernethy, Donald Reeder, Ron Bryant-Board Attorney, Dr. James Middleton-President, Julie Smith-Executive Assistant

ABSENT: Anthony Dorsch, Dr. Joyce Lynn Garrett

PRESENT: Anthony Dorsch arrived at the meeting at 6:25 PM

CALL TO ORDER: Mr. Lester Friedman-Budget Board Chair, called the meeting to order of the 2012-13 Budget Committee.

INTRODUCTION OF GUESTS:

Matt McCoy, Karin Hilgersom, Ron Paradis, Kevin Kimball, David Dona, Alicia Moore, Ed Sea, Michael Holtzclaw, Dan Cecchini, Tom Barry-Faculty Forum Pres., Jennifer Newby, Joe Viola, Lisa Bloyer, Kirsteen Wolf -The Broadside, Patrick Cliff-The Bulletin and others.

PUBLIC HEARING AND TESTIMONY: None.

MINUTES APPROVAL:

Ms. Patricia Kearney moved to approve the Budget Meeting Minutes of April 10, 2012.
Ms. Gayle McConnell seconded. MCU. Approved. M05/12:1

PERS REVIEW AND DISCUSSION (Handout: 5):

Mr. Kevin Kimball-Chief Financial Officer gave a PowerPoint presentation reviewing PERS (Public Employee Retirement System)

- Overview of Tier One, Tier Two and OPSRP
- PERS System Funding
- Rate Timelines
- Actual Results and Fund Returns
- Valuation and Rate Collar Ramp Policy
- Employer Rate Allocation, Distribution of Liability and Active Member Liability
- COCC PERS Payments, Rates and the Retirement Calculation Method.

UPDATE ON PROPOSED 2012-13 BUDGET (Exhibit: 6):

Mr. David Dona-Associate Chief Financial Officer gave a PowerPoint presentation covering:

- Current Year Budget Update
- Revenue/Expenditure Forecast
- Proposed Budget Review.

Mr. Dona listed the Fiscal Safety Measures and Contingencies –

- Retain a general fund reserve above the required 10% (~14%)
- General fund includes \$800K operating contingency
- Conservative projections on tuition, state aid, and net property tax revenue
- Major long-term projects, activities and obligations are –
 - ❖ Debt Service – funded
 - ❖ Capital Projects – funded
 - ❖ Building Maintenance & Repair and Technology Replacement – funded
 - ❖ Enterprise and Internal Services Activities – self-funded
 - Residence Hall and Bookstore
 - Copy Center, Copier Fleet
 - ❖ Regional Centers – funded
 - Redmond, Madras & Prineville Campuses
 - ❖ Retiree health care liability and PERS reserve – funded
 - PERS reserve transfer-out to general fund of \$300K for 2012-13
 - ❖ Adequate spending authorization for financial aid, grants and contracts
 - ❖ Health insurance: budgeted +8% (actual ~7.5%)
 - ❖ Supplemental transfer-out (\$100K) from 2011/12 end-of-year general fund balance to capital projects fund for new capital equipment reserve.

RESOLUTION FOR APPROVAL – PROPOSED 2012-13 BUDGET (Exhibit: 7)

Mr. Doug Ertner motioned – Be It Resolved that the Budget Committee of Central Oregon Community College does hereby approve the Central Oregon Community College District proposed budget for Fiscal Year 2012-13 in the aggregate amount of \$115,866,193 (total of all funds) and that the permanent tax rate of \$0.6204 per thousand of assessed value be levied against all assessed property in support of the General Fund. It is further resolved that a tax of \$2,835,825 be approved for the Debt Service Fund for the purpose of satisfying required debt service of general obligation bonds issued by the district. Ms. Patricia Kearney seconded. MCU. Approved. M05/12:2

President Middleton thanked Mr. Kevin Kimball-CFO, Mr. David Dona-Associate CFO, Ms. Lisa Bloyer-Accounting Director and their staff for the excellent work on the budget preparation. President Middleton also thanked the Budget Committee Members for their commitment of time and work in the budget process.

ACHIEVEMENT COMPACTS – PROGRESS/STATUS

President Middleton reviewed that the first draft of the 2011-12 “Achievement Compacts” which are not mandated by the Oregon Education Investment Board. He reviewed initial data provided by the State, indicating where COCC has suggested revisions of these numbers, summarized the data fields for achievement outcomes and tracking of under-represented groups. President Middleton outlined staff commitment to finalize 2011-12 projections and indicated that in general the targets for 2012-13 will likely be about 1% above 2011-12 except in cases where we have current data drivers for more specific results. Final 2011-12 projections and 2012-13 targets will be reviewed and approved by the Board at their June meeting – for submission prior to July 1, 2012.

Chair Friedman thanked the Budget Committee for their service and participation in the 2012-13 budget process. He also commended the staff for a job well done in their efforts putting together the 2012-13 budget.

Chair Friedman adjourned the Budget Committee Meeting.

ADJOURN: 7:30 PM

APPROVED;

ATTEST TO;

Mr. Lester Friedman, Chair

Dr. James E. Middleton, President



Central Oregon Community College
Board of Directors' Meeting
MINUTES
Wednesday, May 9, 2012- 6:30pm
Christiansen Board Room
Boyle Education Center

PRESENT: David Ford, John Overbay, Donald Reeder, Charley Miller, Anthony Dorsch, Bruce Abernethy, Ron Bryant-Board Attorney, Dr. James Middleton-President, Julie Smith-Executive Assistant

ABSENT: Dr. Joyce Lynn Garrett

INTRODUCTION OF GUESTS: Lester Friedman-Budget Committee member, Alyssa Phillips-of Ron Bryant's office, Karin Hilgersom, Matt McCoy, Ron Paradis, Kevin Kimball, Alicia Moore, Michael Holtzclaw, Gene Zinkgraf, David Dona, Ed Sea, Dan Cecchini, Jennifer Newby, Tom Barry-Faculty Forum Pres., Leslie Minor, Joe Viola, Lisa Bloyer, Gina Ricketts-Native American Program, Kirsteen Wolf-The Broadside, Patrick Cliff-The Bulletin and others.

PUBLIC HEARING AND TESTIMONY: None

CONSENT AGENDA:

Chair David Ford moved to add an addition to the April 10, 2012 Meeting Minutes –
Old Business: Tuition Increases (Exhibit: 7.b) to include the following wording:
The College is committing up to \$3. of the tuition increase that is funding initiatives to enhance student success.

Mr. Charley Miller moved to amend the April 10 Meeting Minutes - Old Business: Tuition Increase to include the wording - *The College is committing up to \$3. of the tuition increase that is funding initiatives to enhance student success.* Mr. Bruce Abernethy seconded.

Mr. John Overbay moved to approve the Consent Agenda as amended. Mr. Anthony Dorsch seconded. M05/12:1

BE IT RESOLVED that the Board of Directors' reviewed and approved the Meeting Minutes of April 10, 2012 as amended (Exhibits: 5.a1);

BE IT RESOLVED that the Board of Directors' reviewed and approved the April 2012 New Hire Report (Exhibit: 5.b1);

BE IT RESOLVED that the Board of Directors' approves the employment contracts for Ken Swartwout and Jenny Cruickshank (Exhibit: 5.b2);

BE IT RESOLVED that the Board of Directors' approves the employment contracts for Alison Perry and Tanya Bruce (Exhibit: 5.b3);

BE IT RESOLVED that the Board of Directors' approves the employment contract for Shannon Waller (Exhibit: 5.b4);

BE IT RESOLVED that the Board of Directors does hereby direct that a contract be executed for \$146,338 to Workplace Resources for the office, conference and classroom furniture for the Science building. (Exhibit: 5.d);

BE IT RESOLVED that the Board of Directors were apprised that an award to Arnold Dental Supply for purchase of the Health Careers dental lab equipment for \$97,231 will be made as part of the equipment purchases. Bond funds will be used for this purchase. (Exhibit: 5.e).

INFORMATION ITEMS:

Financial Statements – (Exhibit: 6.a)

The Board of Directors' were apprised of the March 2012 Financial Statements.

Construction Update – (Exhibit: 6.b)

The Board of Directors' were apprised of the monthly Construction Projects Updates for the

- Chandler Renovation
- Health Careers Building
- Redmond Bldg. 1 Addition
- Technology Education Center
- Residence Hall
- Science Building
- Technology Status.

Native American Program-Update (Exhibit: 6.c)

Ms. Alicia Moore-Dean of Students and Enrollment, Ms. Gina Ricketts-Native American Program Coordinator gave a presentation on COCC's Native American program highlighting key activities as well as new program activities resulting from the McKenna Trust and CAC grant funds.

Dean Moore reviewed that in the 1970's, Rose McKenna established a trust with the intent of furthering educational opportunities for Native American students at Central Oregon Community College. The proceeds from the trust have been used to support activities, events and the .5 FTE program coordinator.

COCC Values and Future Directions (Exhibit: 6.d)

Mr. Matt McCoy-Vice President for Administration, Ms. Alicia Moore-Dean of Student and Enrollment Services and Mr. Ron Paradis-Director of College Relations, reviewed that over the past several years, COCC has experienced unprecedented changes, not only in enrollment growth and new building construction, but also with significant growth among various employee groups.

During this period of change and growth the College seeks to preserve what makes COCC a great place to work and also recognize the value that new employees bring to the workplace.

In supporting this concept – the fall 2010 all staff retreat theme, was “Traditions & Transformations: Cultivating Our Campus Culture” – both the keynote speaker and retreat workshop sessions focused on honoring the past and welcoming the future. During the retreat, all employees participated in small group discussions to confirm the College's current values and set the course for the future value paths. An update will be provided at the June board meeting.

Accreditation Update

President Middleton reported that a brief verbal summary was presented to the college by the visiting accreditation team chair Mr. Lee Thorton on May 4. The college received a preliminary report siting three recommendations and seven commendations – the formal report will be sent to the college in the coming weeks.

President Middleton, VP Karin Hilgersom and Board Chair David Ford congratulated and thanked the Board of Directors, Faculty and Staff for their good work on behalf of the College and the commitment to COCC and the Accreditation process.

OLD BUSINESS:

Veteran Student Tuition-Waiver (Exhibit: 7.a)

Ms. Alicia Moore-Dean of Students and Enrollment reviewed that in order for the college to align with legislatively-directed language and provide consistency among all Oregon public colleges and universities, the COCC Board of Directors is asked to consider approving the tuition waiver policy for spouses and dependents of veterans.

Mr. Bruce Abernethy moved to approve the Veterans' Spouse & Dependent Tuition Waiver program as detailed in Exhibit: 7.a. Mr. Charley Miller seconded. MCU. Approved. 05/12:2

NEW BUSINESS:

Crook County Enterprise Zone-Renewal (Exhibit: 8.a)

Mr. Ron Paradis-Director of College Relations reviewed the renewal and expansion of the Crook County Enterprise Zone.

Mr. Donald Reeder moved to support the Renewal and Expansion of the Crook County Enterprise Zone (Exhibit: 8.a). Mr. Charley Miller seconded. MCU. Approved. M5/12:3

Emeritus-Gene Zinkgraf (Exhibit: 8.b)

President Middleton reviewed Mr. Gene Zinkgraf's employment history with the college and recommended that Mr. Gene Zinkgraf be granted the well-deserved "Emeritus" status. He congratulated and thanked Gene Zinkgraf for his commitment and excellent service to the college.

Mr. John Overbay moved to approve "emeritus" status for Gene Zinkgraf (Exhibit: 8.b). Mr. Charley Miller seconded. MCU. Approved. M5/12:4

The Board of Directors' congratulated and thanked Mr. Zinkgraf for his service to the college.

BOARD OF DIRECTORS' OPERATIONS:

Board Member Activities

Mr. Reeder Tour of Health Careers Building
Real Estate Committee Meeting

Attended two Jefferson County Commissioner's Meetings
Met w/President Middleton and VP McCoy
OSU-Cascades, OUS Meeting

Mr. Overbay Attended Granddaughters graduation from George Fox Univ.
Real Estate Committee Meeting
Tour the Science Building

Mr. Dorsch Board Accreditation Meeting w/Accreditation Visiting Team

Mr. Ford Attended Prep Meeting re: advancing higher education in Central Oregon
OSU-Cascades Advisory Board Meeting
OSU-Cascades, OUS Meeting
Accreditation Breakfast
Board Accreditation Meeting w/Accreditation Visiting Team
Agenda Review Meeting w/President Middleton
Real Estate Committee Meeting
Tour of Science Building

Mr. Miller Attended Prep Meeting re: advancing higher education in Central Oregon
OSU-Cascades, OUS Meeting
Board Accreditation Meeting w/Accreditation Visiting Team
Tour of Science Building

Mr. Abernethy Board Accreditation Meeting w/Accreditation Visiting Team
Tour of Science Building
Tina Bryson Lecture on "The Whole-Brain Child"

PRESIDENT'S REPORT:

Updates:

Karnopp Peterson's –Executive Breakfast:

Business 2020-Counter Intelligence @ the Tower Theater on May 18

President Middleton will be a member of the panel discussing furthering higher education in Central Oregon.

ADJOURN: 8:55 PM

APPROVED;

ATTEST TO;

Mr. David Ford, Board Chair

Dr. James E. Middleton, President

**Central Oregon Community College
Board of Directors**

NEW HIRE REPORT – May 2012

Name	Date Hired	Location	Job Title
Classified Full-Time			
Burnett, Harley	5/7/2012	Bend	Custodian
Green, Yuen	5/14/2012	Bend	Enrollment Specialist
Temporary Hourly			
Blackwell, Amy	5/29/2012	Bend	Office Assistant II
Brush, Ashley	5/15/2012	Bend	Elevation Fellow
Christoffersen, Kelly	5/1/2012	Bend	Lab Asst - Ceramics
Houck, Dianne	5/9/2012	Bend	Lab Assistant
Jackson, Aloma	5/1/2012	Bend	Transcript/Degree Evaluator
Jardine, Robert	5/14/2012	Bend	Tool Room Assistant
Layland, Nancy	5/9/2012	Bend	Foundation Assistant
McCarthy, Hannah	5/14/2012	Bend	Dental Assist, Lab Assistant
Sorensen, Gail	5/8/2012	Bend	Assist Dir. of HR-Training

Exhibit: 9.c1
June 13, 2012
Approved: Yes ___ No ___
Motion:

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve the contract for **John Liccardo**

B. Discussion/History

The one-year temporary instructor of Health & Human Performance contract for John Liccardo is a new position.

C. Options/Analysis

Approve the contract for John Liccardo.

Decline approval of the contract for John Liccardo.

D. Timing

For the 2012-13 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approves the contracts of John Liccardo for the 2012-13 academic year.

F. Budget Impact

The salaries conform to the salary schedule approved by the Board and the Faculty Forum.

G. Miscellaneous

John Liccardo

One-Year Temporary Instructor – Health & Human Performance

Mr. Liccardo received both his M.S. in Exercise and Sport Science (1998) and his B.S. in Exercise and Sport Science & Anthropology (1995) from the University of Utah. He is a Certified Strength and Conditioning Specialist, Certified Personal Trainer, Certified Level I USA Track and Field Coach, Online Adjunct Faculty Member at Western Wyoming Community College, and COCC Adjunct Instructor of Health and Human Performance where he teaches health and activity classes. Mr. Liccardo has been teaching in a college setting since 1996 with experience in traditional, hybrid, and online instruction.

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve the employment contracts for **Sarah Fuller** and **Forrest Towne**.

B. Discussion/History

The Assistant Professor I of Biology contract for Sarah Fuller is a new position.

The Assistant Professor I of Chemistry contract for Forrest Towne is a new position.

C. Options/Analysis

Approve the contract for Sarah Fuller and Forrest Towne.

Decline approval of the contracts for Sarah Fuller and Forrest Towne.

D. Timing

For the 2012-13 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approves the contracts of Sarah Fuller and Forrest Towne for the 2012-13 academic year.

F. Budget Impact

The salaries conform to the salary schedule approved by the Board and the Faculty Forum.

G. Miscellaneous

**Sarah Fuller
Assistant Professor I of Biology**

Sarah has been a part-time and Adjunct faculty member of the Science Department at COCC since 2010. She has taught general biology courses, Human Anatomy & Function, and Microbiology. She also has been a Courtesy Instructor for the University of Oregon Cascades Campus since 2007, teaching Anatomy & Physiology and Microbiology labs. Sarah also has taught for Mt. Hood Community College. Sarah has a B.S. in Botany from the University of Maryland and a M.S. in Ecology, Evolution & Behavior from the University of Minnesota.

Forrest Towne
Assistant Professor I of Chemistry

Dr. Towne started as an Instructor and currently is an Assistant Professor of Chemistry and Physics at Montana State University, where he teaches general chemistry and organic chemistry courses (and physics courses). He has a B.S. in Chemistry from George Fox University (OR) and a Ph.D. in Chemistry from the University of Montana.

Exhibit: 9.c3
June 13, 2012
Approval ____ Yes ____ No
Motion _____

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve employment contract for **DIANNE CAPOZZOLA**, Full-time Assistant Director of Human Resources.

B. Discussion/History

The employment contract for DIANNE CAPOZZOLA is for an administrative position. This position was filled through an external Regional College search.

C. Options/Analysis

Approve the employment contract for DIANNE CAPOZZOLA.
Decline approval of the employment contract for DIANNE CAPOZZOLA

D. Timing

This position is appointed for a 12 month employment contract each fiscal year. For the 2011-12 fiscal year the initial employment contract period will be from May 14, 2012 through June 30, 2012. As with all other exempt employees, a new contract will be prepared for the next fiscal year that begins July 1.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the employment contract for DIANNE CAPOZZOLA.

F. Budget Impact

The salary conforms to the salary schedule approved by the Board.

G. Miscellaneous

Ms. Capozzola completed her Master's Degree in Human Resources and Industrial Relations at University of Oregon; as well as a Bachelor of Arts in Sociology, at University of Oregon. Ms. Capozzola was a Part Time Instructor for COCC's Business Department in 2009 teaching "Human Resource Management". Previous work history in the HR Industry includes eight years of generalist duties, benefits administration, recruitment, and employee relations.

Exhibit: 9.c4
June 13, 2012
Approval _____ Yes _____ No
Motion _____

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve employment contract for **JASON FROST**, Full-time Assistant Director of Admissions and Records – Curriculum and Technology

B. Discussion/History

The employment contract for JASON FROST is for an administrative position. This position was filled through an Internal College search.

C. Options/Analysis

Approve the employment contract for JASON FROST.
Decline approval of the employment contract for JASON FROST

D. Timing

This position is appointed for a 12 month employment contract each fiscal year. For the 2011-12 fiscal year the initial employment contract period will be from June 1, 2012 through June 30, 2012. As with all other exempt employees, a new contract will be prepared for the next fiscal year that begins July 1.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the employment contract for JASON FROST.

F. Budget Impact

The salary conforms to the salary schedule approved by the Board.

G. Miscellaneous

Mr. Frost is completing his Bachelor of Art's Degree in Organizational Management at Alaska Pacific University and will graduate July 2012. He currently works in Admissions and Records as the Information Systems Technician. Prior to working for COCC, Mr. Frost worked in higher education at Alaska Pacific University as the Admissions Technology Coordinator and Assistant Director of Admissions.

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles, Director of Human Resources

A. Action Under Consideration

A request for approval to rehire administrative, confidential and supervisory staff on the appropriate renewal documents for 2012-2013.

B. Discussion/History

Annual employment contracts are issued to administrative, confidential and supervisory employees in June of each year for the following fiscal year. The conditions for the issuance of all such employment contracts, which include satisfactory performance, are contained in the Board-approved *Handbook for Exempt, Confidential and Supervisory Employees*. A list of administrative, confidential and supervisory employees for rehire is attached

One-Year contracts include the following:

- Temporary Contracts: Administrators funded by grant money or on temporary assignments.
- Probationary contracts: issued during the first three years of a regular exempt appointment.
- Regular appointment contracts: issued with the fourth year appointment.

Three-Year Contract requirements:

- Continuing contracts require the recommendation of the President. They are issued to administrators who have worked a total of ten years for COCC in an administrative position and are at Level 26 or above on the current administrative salary schedule.

C. Options/Analysis

Approve rehire recommendations for administrative, confidential and supervisory staff on employment contracts as appropriate.

Decline the rehire recommendations for administrative, confidential and supervisory staff on employment contracts as appropriate.

D. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College approve the rehire recommendations for administrative, confidential and supervisory staff for the 2012-2013 fiscal year.

E. Budget Impact

Funds for administration, confidential and supervisory salaries are contained in the approved 2012-2013 budget.

**Approval to Rehire Administrative, Confidential and
Supervisory Staff for 2012-2013**

NAME	POSITION TITLE
------	----------------

Temporary

Bauman, Tucker	Welding Program Coordinator DRCI
Brecke, Richard	Construction Project Manager
Bruce, Tanya	Grants Coordinator
Hayes, Rick	Construction Project Manager
Manriquez, Stephanie	LMT Program Director
McCampbell, Susan	Assistant Director, Student Financial Aid
McCrea, Darren	Bond Technology Project Manager
Perry, Alison	CASE Career Coach (Part Time)
Sitts, Floy	GED Chief Examiner
Yeager, Cody	Director-Corrections Education DRCI
Zinkgraf, Gene	Director of Construction

Probationary*

Amar, Paul*	Juniper Residence Hall Director
Bellusci, Sharon*	Student Services Technology Coordinator
Bennett, James*	Security Coordinator
Boehme, Laura*	Assistant Director ITS / Infrastructure
Capozzola, Dianne*	Assistant Director of Human Resources
Chavez, John*	Academic Advisor
DeBaal, Wade*	Assistant Network Administrator
DeSilva, Michelle*	Emerging Technologies Librarian
Dickman, Diana*	Academic Advisor/Allied Health
Elsberry, Shawna*	Director of Student Retention
Elsberry, Shawna*	Director of Student Retention
Floyd, Jeff*	Sr, Network Administrator
Fritz, Gene	Director of Culinary Arts, Head Chef
Frost, Jason*	Assist Dir. of Admissions and Records – Curriculum and Technology
Hagan, Deborah*	Director of Secondary Programs
Hayes, Tyler*	Financial Aid Advisor
Hilgersom, Karin*	Vice President for Instruction
Holder, Thurmon*	Academic Advisor
Holtzclaw, Michael*	Instructional Dean
Homan, Cynthia*	Web Developer / Systems Programmer
Jones, Drew*	Admissions Coordinator
Jordan, Bonnie*	Academic Advisor
Kimball, Kevin*	Chief Financial Officer
Kristensen, Suzanne*	Prineville Campus Coordinator
Lim, Leslie*	Tutoring Coordinator, Writing Center

Metcalf, Aimee*	Assistant Director of College Relations
Metcalf, Shirley*	Extended Learning Dean
Minor, Leslie*	Instructional Dean

NAME	POSITION TITLE
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Probationary* Continued

Neubauer, Susie*	Adult Basic Skills Distance Education Coordinator
Newby, Jennifer*	Instructional Dean
Nichols, Brittany*	Development Officer - Foundation
Niswonger, Paul*	Linux Systems / Oracle DBA
Pantenburg, Leon*	Student Newspaper Advisor
Peterson, Michael*	Informational Security Administrator
Pierce, Brynn*	Director of Institutional Effectiveness
Podell, Keri*	Academic Advisor
Redgrave, Christopher*	Director of Manufacturing Program
Richards, Jeff*	Engineering Systems Coordinator
Ricketts, Regina*	Native American Program Coordinator
Roy, Nannette Lynn*	MIS Business Systems Programmer
Sandoval, Evelia*	Latino Student Program Coordinator
Schulz, Gerald (Jerry)*	Director of Continuing Education
Sea, Edward*	Assistant Director, ITS / MIS
Snead, Courtney*	Madras Campus Coordinator
Sphatt, Nick*	Director of EMS & Structural Fire
Underdal, Taran*	Student Activities Coordinator
Viola, Joe*	Director of Campus Services
Wickham, Beth*	Director of Business Development Center
Wright, Beth*	Placement Test Coordinator

Regular

Andresen, Sharla	Financial and Contracts Analyst
Bauman, Tucker	Welding Program Coordinator DRCI (Temp)
Barry, Seana	Assistant Director - Admissions & Records
Beyer, Pamela	Financial Aid Technical Specialist
Bowling, Michael	Institutional Systems Analyst
Cagney, Patricia	CAP Center Academic Advisor
Cecchini, Daniel	Director of Information Technology
Coil, Carrie	Foundation Accountant
Darwin, Julian	Culinary Program Manager
Dona, David	Associate CFO
Donnell, Scott	Web Designer
Douglass, William	Director Club Sport, Intramural Recreation
Dula, Tracy	Coordinator of Career Services
Egertson, Chris	Research Analyst
Hagenbach, David	Sign Language Interpreter
Jeffreys, Cynthia	Systems Integrator
Jumper, Nancy	Community Learning Program Manager

Klett, Barbara	Instructional Technology Coordinator
Knox, Rachel	Community Learning Program Manager
Lantis, Glenda	Community Learning Program Manager

NAME	POSITION TITLE
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Regular Continued

Mosier, Julie	Purchasing Coordinator
Multop, Kevin	Director of Student Financial Aid
Ortiz, Lori	Payroll Specialist
Pederson, Jeffrey	Systems Administrator
Price, Gordon	Director of Student/Campus Life
Roth, Karen	Director of Multicultural Activities
Smith, Kellie	Tutoring and Testing Center Director
Stennett, Paul	Community Learning Program Manager
Matsumura, Jessie (Suyematsu)	Applications Analyst/Programmer
Walker, Anne	Disability Services Coordinator
Weaver, James	Executive Director, Foundation
Wheeler, Paul	Student Housing Coordinator
Wilcox, Jim	Business Counselor

Currently on 3-Year Contracts

Bilyeu, David	Director of Library Services
Buckles, Eric	Director of Human Resources
Bloyer, Lisa	Director of Accounting
McCoy, Matthew	Vice President for Administration
Moore, Alicia	Dean of Students and Enrollment Services
Paradis, Ron	Director of College Relations
Simpkins, Bill	Database Administrator
Viles, Vickery	Director of CAP Center
Willis, Lori	Director of the Bookstore and Auxiliary Service

Confidential/Supervisory

Hoffman, John	Maintenance Supervisor-Buildings
McCoy, Chris	Custodial Supervisor – Nights
Newcombe, Stephen	Administrative Assistant - VPI
Smith, Julie	Executive Secretary – President
Peters, Jennifer	Administrative Assistant 2 – VP for Administration

Exhibit: 9.c6
June 13, 2012
Approved: Yes ___ No ___
Motion: _____

CENTRAL OREGON COMMUNITY COLLEGE
Board of Directors

RESOLUTION

Prepared by: Karin Hilgersom-Vice President for Instruction

A. Action Under Consideration

Approve rehire recommendations.

B. Discussion/History

Need for timely approvals to rehire faculty members who have been evaluated and are doing satisfactory work.

C. Options/Analysis

Approve the rehire recommendations.
Decline approval of rehire recommendations.

D. Timing

For the 2012-13 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approve rehire recommendations for the academic year 2011-12 as identified on the attached memo.

F. Budget Impact

Salaries conform to the salary schedule approved by the Board and the Faculty Forum.

REHIRE RECOMMENDATIONS FOR 2012-13

PROBATIONARY FACULTY

The following probationary faculty are recommended for rehire. Annual Report of Activities and appropriate evaluations (student, peer and designated evaluator) are on file in the Human Resources Office and course materials are on file in the department office. Designated evaluator and faculty member discussed student evaluations and Annual Report of Activities and reviewed Professional Improvement Plan.

Jacob Agatucci	Stephanie Andre	Justin Borowsky
Emma Chaput	Monte Cheney	David Dralle
Josh Evans	Theresa Freihoefer	Kevin Grove
Annemarie Hamlin	Sara Henson	Mara Kerr
Aimee Kirkendol	Dawn Lane	*Eric Magidson
Deborah Malone	Owen Murphy	Matthew Novak
Tim Peterson	Tina Redd	Christine Rubio
Jessica Russell	Tony Russell	Eric Spieth
Joyce Thompson	Dana Topliff	Monica Vines

PROBATIONARY FACULTY

Considered for and awarded tenure this year. The following probationary faculty are recommended for rehire. Annual Report of Activities and appropriate evaluations (student, peer and designated evaluator) are on file in the Human Resources Office and course materials are on file in the department office. Designated evaluator and faculty member discussed student evaluations and Annual Report of Activities and reviewed Professional Improvement Plan.

Jim Ellis	*Amy Howell	*Lynn Murray
Donna Raymond		

The following tenured faculty members are recommended for rehire.

TENURED FACULTY

Non-Evaluation Year - Annual Report of Activities and student evaluations are on file in the Human Resources Office. Designated evaluator and faculty member discussed student evaluations and Annual Report of Activities and reviewed Professional Improvement Plan.

Thomas Barry	Ron Boldenow	Deb Davies	Michele Decker
Julie Downing	Michael Fisher	LilliAnn Foreman	Carson Haury
Carol Higginbotham	Julie Hood	Bev Jackson	Julie Keener
James Knox	Jim Kress	Eleanor Latham	David Liu
Robin Martinez	Ken Mays	Kathy McCabe	James Moodie*
Jane Morrow	Charlie Naffziger	Christine Ott-Hopkins	Sean Palagyi*
Ralph Phillips*	Rebecca Plassmann	Sean Rule	Kiri Simning*
Kathy Smith	Ricky Virk*	Rebecca Walker-Sands	Andria Woodell
Zelda Ziegler*			

TENURED FACULTY

Evaluation Year - Annual Report of Activities and student, peer and designated evaluator evaluations have been completed and are on file in the Human Resources Office. Course materials have been reviewed. Designated evaluator and faculty member discussed student evaluations and Annual Report of Activities and reviewed Professional Improvement Plan and summative evaluation report.

Cora Agatucci	Art Benefiel	Steve Bidlake
Tom Carroll	Peter Casey	Jeff Cooney
Lew Cousineau	Stacey Donohue	Mark Eberle
Bruce Emerson	Cat Finney	Michael Gesme
Amy Harper	Scott Hays	Franz Helfenstein
Bill Hoppe*	Tina Hovekamp	Marj Hoyer
Karen Huck	Chuck Hutchings	Eddie Johnson*
Julie Keener	Kelvin Kempfer	Terry Krueger
Bret Michalski*	Doug Nelson	Patricia O'Neill
Margaret Peterson	Bob Reynolds	Kathy Smith
Margaret Triplett		

TEMPORARY FACULTY

The following faculty are recommended for One-Year Temporary contracts for regular full time positions.

Karl Baldessari	Elizabeth Coleman	Thor Erickson
Charles Lawrence	Mick McCann	Dennis Simenson
Roger Von Dippe	Ken Ruettgers	Paula Simone
Siobhan Watson		

*indicates considered for and awarded promotion this year.

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

Prepared by: David Dona – Associate Chief Financial Officer

A. Action Under Consideration

Approve **interfund borrowing** between various projects and funds of the College.

B. Discussion/History

The College is the grantee on a number of grants, which are funded on a cost reimbursement basis. That is, after the expenditures are made, the College applies for and is reimbursed by the grantor. Between the time of the expenditure and reimbursement, the College's various funds "loan" money to the grant account.

This resolution, if approved by the Board, authorizes short-term interfund borrowing for the purposes described above. All such interfund borrowings shall be repaid by the end of the fiscal year. No interest shall be charged on such loans.

C. Options/Analysis

1. Approve interfund borrowing.
2. Do not approve inter-fund borrowing.

D. Timing

This is an item, which needs annual affirmation by the Board of Directors. For interfund borrowing to occur in Fiscal Year 2012-13, this resolution will need to be approved.

E. Recommendation

Be it hereby resolved that the Board of Directors of Central Oregon Community College do hereby authorize interfund borrowing between the various funds and programs of the College.

F. Budget Impact

Funds borrowed by another College program do not earn interest. Therefore, there is the opportunity cost of foregone interest. For this reason, the College attempts to minimize the need for interfund borrowing.

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

Prepared by: David Dona – Associate Chief Financial Officer

A. Action Under Consideration

Designate **custodians of funds and financial institutions**, which can serve as depositories for District funds.

B. Discussion/History

Oregon law stipulates that each year the Board of Directors designate custodians of funds and financial institutions, which can serve as depositories for District funds. It is recommended that James E. Middleton, Matthew J. McCoy, and Kevin E. Kimball be designated as custodian of funds, and that the Board approves the use of a facsimile signature (check signing machine) on District checks. All checks over \$20,000 will also require the countersignature of one of the custodians. Any custodian initiating a check over \$20,000 requires a countersignature from another approved custodian. It is further recommended the following institutions be so designated as depository institutions for the 2012-13 fiscal year:

Bank of America*	Bend and Redmond branches
Bank of the Cascades*	Bend, Redmond, Sisters, Prineville and Sunriver branches
Bank of the West*	Madras branch
Columbia State Bank*	Bend, Redmond and Madras branches
Home Federal Bank*	Bend, Prineville, La Pine and Terrebonne branches
First Community Credit Union**	Bend branch
First Security Bank*	Bend and Redmond branches
High Desert Bank*	Bend and Redmond branches
Liberty Bank*	Bend and Redmond branches
Local Government Investment Pool	State of Oregon Treasury Department

Mid Oregon Federal Credit Union**	Bend, Redmond and Prineville branches
Northwest Community Credit Union**	Bend branch
OnPoint Credit Union**	Bend branches
Oregonians Credit Union**	Prineville branch
Premier West Bank*	Bend branch
SELCO Credit Union**	Bend and Redmond branches
SOFCU Credit Union**	Bend branch
South Valley Bank and Trust*	Bend, Sisters and La Pine branches
Sterling Savings Bank*	Bend and Redmond branches
Umpqua Bank*	Bend branches
US Bank*	Bend, Redmond, Sisters, Prineville, La Pine, Madras and Portland (Main Office) branches
Washington Federal Savings*	Bend and Redmond branches
Chase Bank*	Bend, Redmond, Prineville, Sisters, and Sunriver branches
Wells Fargo Bank*	Bend, Redmond, Prineville, Madras, and Portland (Main Office) branches
West Coast Bank*	Bend branch

* Member of FDIC
**Member of NCUA

C. Options/Analysis

1. Approve custodians of funds and depositories of District funds as recommended.
2. Approve other custodians of funds and depositories of District funds.

D. Timing

Approval before July 1, 2012 is required.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College do hereby approve James E. Middleton, Matthew J. McCoy, and Kevin E. Kimball as custodians of funds and the aforementioned financial institutions as depositories of District funds.

F. Budget Impact None

Exhibit: 9.d3
June 13, 2012 _____
Approve: ___ Yes ___ No
Motion: _____

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

Prepared by: David Dona – Associate Chief Financial Officer

A. Action Under Consideration

Approve **Clerk, Budget Officer, and Deputy Clerks** for the College District.

B. Discussion/History

Each year it is necessary for the Board of Directors to designate the Clerk, the Budget Officer, and Deputy Clerk of the District. It is their responsibility to carry out Board policy and oversee the day-to-day legal and fiscal affairs of the District. In addition, the College is party to several contracts in the area of clinical affiliation and employee salary reduction agreements. Clinical affiliation agreements state the terms and responsibilities of each party when a student does a practicum in a medical setting as part of a health occupation program. With minor variations, these contracts all follow the same format. Employee salary reduction agreements are employee-initiated transactions in which the employee determines how much of their salary, within IRS determined limits, goes into a supplemental retirement account.

It is recommended that James E. Middleton be designated the Budget Officer and Clerk of the District, and Kevin E. Kimball and Matthew J. McCoy the Deputy Clerks for the period July 1, 2012 through June 30, 2013. In addition, it is recommended that signature authority for clinical affiliation agreements, employee salary reduction agreement and other routine contracts be delegated to Sharla Andresen, the College's Director of Contracts and Risk Management.

C. Options/Analysis

- 1) Approve the Clerk, Budget Officer and Deputy Clerks as recommended.
- 2) Approve other persons as the Clerk, Budget Officer and Deputy Clerk.

D. Timing

The Clerk, Budget Officer, and Deputy Clerks need to be designated by July 1, 2012.

E. Recommendation

Be it hereby resolved that the Board of Directors of Central Oregon Community College do hereby designate James E. Middleton as Budget Officer and Clerk of the District, and Kevin E. Kimball and Matthew J. McCoy be the designated Deputy Clerks, and Sharla Andresen be delegated limited signing authority as specified in Section B for the period July 1, 2012 through June 30, 2013.

F. Budget Impact None

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

Prepared by: Lisa Bloyer – Director of Accounting

A. Action Under Consideration

Approve transfer of budget and an equal amount of authority within the appropriation units of the Capital Project Fund, Special Revenue Fund, Auxiliary Fund, and Financial Aid fund.

B. Discussion/History

Every year at this time, the College performs a budget review of its appropriation units. Due to the difficulty in precise estimation of appropriation levels, it is sometimes necessary at year-end to transfer budget and appropriation authority to reflect actual and anticipated transaction activity. **These changes reflect budget adjustments, not increases to the total budget.**

The Capital Projects Funds appropriation adjustments are required to reflect actual construction expenditures, and adjustments of required construction matching funds. The Special Revenue Fund appropriation adjustment is due to the receipt of unanticipated local grants. The Auxiliary Fund appropriation adjustment is due to the start of new programs. The Financial Aid Fund appropriation adjustment is due to larger than anticipated PELL awards and increased Foundation scholarships.

These requested changes to the above appropriation units are necessary to meet the needs of the college and remain in compliance with local budget law. Therefore, an adjustment to the appropriation authority is requested to the accounts identified on the attached budget change form.

C. Options/Analysis

1. Approve budget and appropriation transfer.
2. Do not approve budget and appropriation transfer.

D. Timing

This action is required at this time in order to allow the College to remain in full compliance with local budget law.

E. Recommendation

Be it hereby resolved that the Board of Directors of Central Oregon Community College do hereby authorize the transfer of budget and an equal amount of appropriation authority as specified in the attached budget change form.

F. Budget Impact

As identified in the attached budget change form.

Central Oregon Community College
Budget Change Form

Budget Year 2011-12

(Department or Office)

Do you want this change to be temporary or to carry forward to future years? Temp X Perm ____

Appropriation Unit	Banner Index	Account Number	Amount Increase	Amount Decrease
Capital Projects - Materials		62000	1,000,000.00	
Capital Projects - Transfers Out		82000	600,000.00	
Capital Projects - Capital outlay		71000		1,600,000.00
Special Revenue - Other		62000	50,000.00	
Special Revenue - New Programs		62000		50,000.00
Auxiliary Fund - Self Sustaining		62000	300,000.00	
Auxiliary Fund - Non-General Fund Instruction		62000		300,000.00
Financial Aid - Federal		69000	1,841,000.00	
Financial Aid - Other programs		69000	130,000.00	
Financial Aid State		69000		1,971,000.00
Total			\$ 3,921,000.00	\$ 3,921,000.00

Total of Debits + Credits **\$ 7,842,000.00**

Reason for Budget Change: Year End Appropriation Review

<u>5-Jun-12</u>	<u>Lisa Bloyer</u>	
Date	Change Requested By	
<hr/>		
Date	Vice President's/Dean's Approval	
<hr/>		
<u>5-Jun-12</u>	<u>David Dona</u>	
Date	Reviewed by Associate CFO	
<hr/>		
Date	President's Approval	
<hr/>		
Date	Board's Approval	

Central Oregon Community College
Monthly Budget Status
Highlights of April 2012 Financial Statements

Cash and Investments

The Colleges' operating cash balances currently total \$31.5 million. The April average yield for the Local Government Investment Pool increased 10 basis points to .60 percent, the first increase in more than a year.

The bond proceeds held in cash and investments total \$18 million as of the end of April. The College received \$3.3 million in State matching funds for the Health Careers building. Approximately \$2.1 million was spent on bond related construction projects during the month.

General Fund Revenues

The College received the final State Aid payment for the year. All budgeted transfers-in have been posted for the year including \$250,000 from the PERS reserve account.

General Fund Expenses

The expenses include the approved inter-fund transfers-out for the fiscal year at this point in time.

Budget Compliance

All general fund appropriation categories are within budget.

Central Oregon Community College

Cash and Investments Report

As of April 30, 2012

College Portfolio	<u>Operating Funds</u>	<u>Bond Funds</u>	<u>Trust/Other Funds</u>
Cash in State Investment Pool			
Pool account 4089	\$30,849,273.27		
Pool account 5482			\$338,600.95
Pool account 3624			\$381,679.78
Pool account 3816		\$9,351,622.91	
Pool account 3707		\$497,126.19	
Pool account 3844		\$521,075.83	
Pool account 3847		\$107,487.07	
April Average Yield .60%			
Cash in USNB	\$670,650.14		
Cash in USNB - Bond Funds		\$0.00	
Cash on Hand	\$3,900.00		
Total Cash	<u>\$31,523,823.41</u>	<u>\$10,477,312.00</u>	<u>\$720,280.73</u>
Investments			
Bankers Acceptance			
Yield .350%, due 5-2-12		\$399,696.67	
Commercial Paper			
Yield .361%, due 6-5-12		\$5,000,000.00	
Yield .355%, due 6-11-12		\$2,196,107.22	
Total Investments	<u>\$0.00</u>	<u>\$7,595,803.89</u>	<u>\$0.00</u>
Total Cash and Investments	<u><u>\$31,523,823.41</u></u>	<u><u>\$18,073,115.89</u></u>	<u><u>\$720,280.73</u></u>

Central Oregon Community College
Monthly Budget Status
April 2012

Exhibit 10a
13-Jun-12

<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	\$ 10,924,000	\$ 11,019,100	\$ 95,100	100.87%	94.88%
Prior Taxes	939,000	619,737	(319,263)	66.00%	87.90%
Tuition and fees	18,323,000	17,966,793	(356,207)	98.06%	103.31%
State Aid	5,610,000	5,333,271	(276,729)	95.07%	57.34%
Interest & Misc. Income	8,000	98,755	90,755	1234.44%	35.41%
Transfer-In	856,000	856,000	-	100.00%	100.00%
Total Revenues	\$ 36,660,000	\$ 35,893,656	\$ (766,344)		
Expenses by Function					
Instruction	\$ 16,752,368	\$ 12,866,297	\$ 3,886,071	76.80%	77.33%
Academic Support	2,856,604	2,005,438	851,166	70.20%	66.00%
Student Services	4,002,863	2,921,396	1,081,467	72.98%	72.13%
College Support	4,655,263	3,717,838	937,425	79.86%	81.85%
Plant Operations and Maintenance	3,461,348	2,635,798	825,550	76.15%	76.35%
Information Technology	2,747,718	2,198,199	549,519	80.00%	74.99%
Financial Aid	11,954	4,284	7,670	35.84%	74.33%
Contingency	800,000		800,000	0.00%	0.00%
Transfers Out	3,123,399	2,852,749	270,650	91.33%	100.00%
Total Expenses	\$ 38,411,517	\$ 29,201,999	\$ 9,209,518		
Revenues Over/(Under) Expenses	\$ (1,751,517)	\$ 6,691,657	\$ 8,443,174		

Central Oregon Community College
Monthly Budget Status
April 2012

Exhibit 10a
13-Jun-12

<u>Other funds:</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>
Debt Service Fund					
Revenues	\$ 4,122,691	\$ 3,881,369	\$ (241,322)	94.15%	88.78%
Expenses	4,105,065	2,193,680	1,911,385	53.44%	62.30%
Revenues Over/(Under) Expenses	\$ 17,626	\$ 1,687,689	\$ 1,670,063		
Grants and Contracts Fund					
Revenues	\$ 6,229,822	\$ 1,000,835	\$ (5,228,987)	16.07%	44.20%
Expenses	6,208,404	1,199,756	5,008,648	19.32%	53.40%
Revenues Over/(Under) Expenses	\$ 21,418	\$ (198,921)	\$ (220,339)		
Capital Projects Fund					
Revenues	\$ 8,994,912	\$ 9,159,508	\$ 164,596	101.83%	25.04%
Expenses	37,427,052	23,794,315	13,632,737	63.58%	32.77%
Revenues Over/(Under) Expenses	\$ (28,432,140)	\$ (14,634,807)	\$ 13,797,333		
Enterprise Fund					
Revenues	\$ 6,380,813	\$ 4,321,818	\$ (2,058,995)	67.73%	79.49%
Expenses	6,107,081	3,715,237	2,391,844	60.83%	71.73%
Revenues Over/(Under) Expenses	\$ 273,732	\$ 606,581	\$ 332,849		
Auxiliary Fund					
Revenues	\$ 8,599,734	\$ 6,964,904	\$ (1,634,830)	80.99%	91.96%
Expenses	7,721,974	5,660,893	2,061,081	73.31%	73.16%
Revenues Over/(Under) Expenses	\$ 877,760	\$ 1,304,011	\$ 426,251		
Reserve Fund					
Revenues	\$ 14,555	\$ -	\$ (14,555)	0.00%	0.00%
Expenses	437,000	347,925	89,075	79.62%	67.04%
Revenues Over/(Under) Expenses	\$ (422,445)	\$ (347,925)	\$ 74,520		
Financial Aid Fund					
Revenues	\$ 19,597,967	\$ 14,218,170	\$ (5,379,797)	72.55%	86.26%
Expenses	19,632,429	18,538,668	1,093,761	94.43%	88.45%
Revenues Over/(Under) Expenses	\$ (34,462)	\$ (4,320,498)	\$ (4,286,036)		
Internal Service Fund					
Revenues	\$ 435,425	\$ 263,334	\$ (172,091)	60.48%	58.15%
Expenses	396,801	223,123	173,678	56.23%	57.01%
Revenues Over/(Under) Expenses	\$ 38,624	\$ 40,211	\$ 1,587		
Trust and Agency Fund					
Revenues	\$ 1,900	\$ 1,535	\$ (365)	80.79%	26.78%
Expenses	7,500	7,084	416	94.45%	69.05%
Revenues Over/(Under) Expenses	\$ (5,600)	\$ (5,549)	\$ 51		

Chandler Renovation Project

May 2012 Status Report

Scope

Renovate space for use by Community Learning and the Small Business Development Center. Convert a classroom into a computer lab. Create a larger Administrative/reception area for five stations. Divide the garage bays. Create more female bathroom capacity. Remedy internal ramp ADA concerns. Create large meeting room in upper building.

Budget Status

Budget attached.

Change Order Activity

PCO #16, deleted low voltage outlets, for a credit of \$595.00.

PCO #17, Change to a single light pole with a three-headed fixture, for a credit of \$917.00.

PCO #19, interior painting walls and trim throughout most of building, for a price of \$6,996.00.

PCO #20, Carpet tile in offices and hallways, for a price of \$14,208.60.

PCO #22, added landscape at ramp at front of building, for a price of \$1,834.00.

Schedule Status

Design	September 2011 to January 2012
Bid/Award	February 2012
Construction	March 2012 to June 8, 2012

Activity in May

Bathrooms and Computer Lab: Completed.

Office area: Completed with exception of rubber base and glass at entry doors, expected to be completed on June 1st.

Upper Room: Completed except for trim at remodeled bathroom door and rubber base expected to be completed on June 1st.

Exterior ramps: Complete. Light pole and fixtures expected to be set on June 1st.

Garage and Low voltage: Complete.

Activity planned for June

Contractor completion of punchlist throughout facility during first week of June.

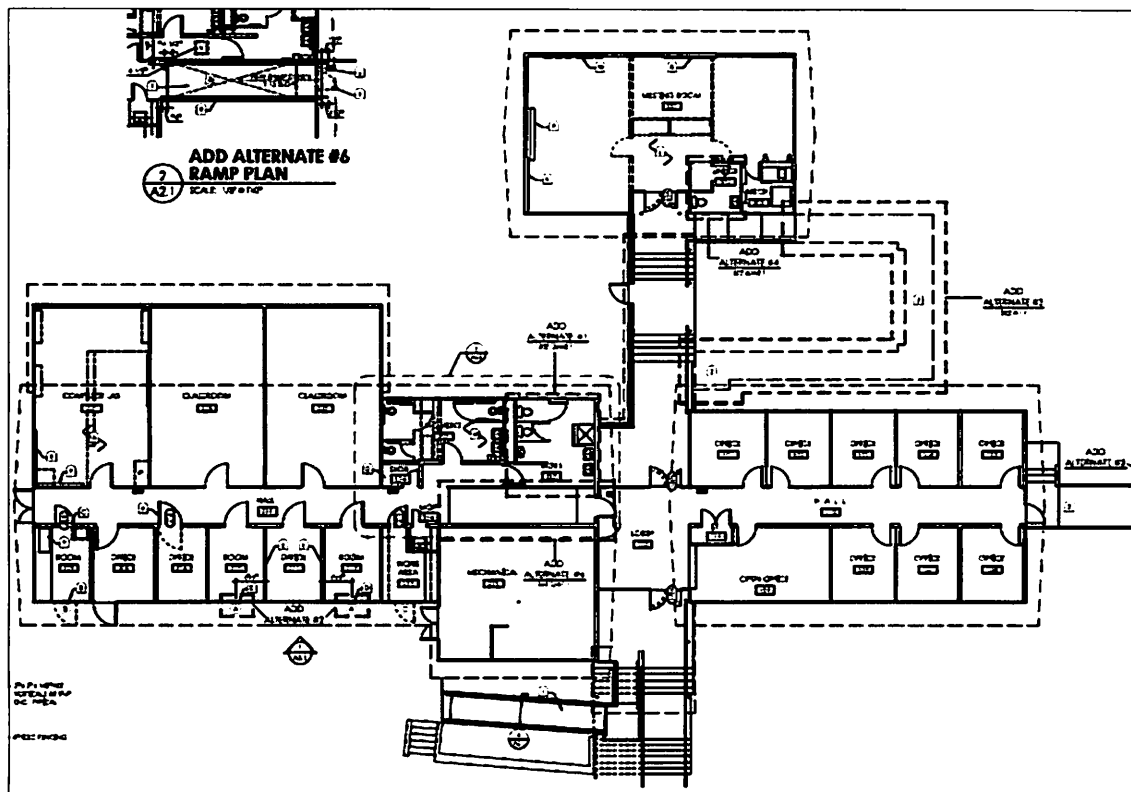
Office area: Begin furnishings installations on June 4th. Computer installation to begin on June 11th.

Computer Lab: Begin installation of furnishings on June 11th. Computer installation to begin June 18th.

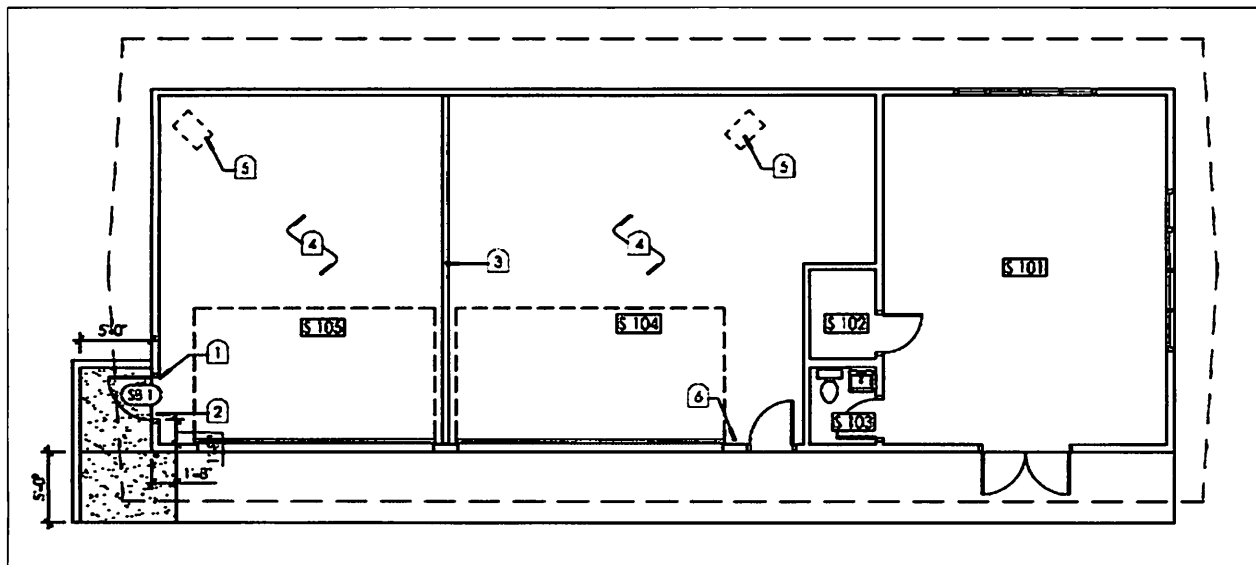
Upper Room: Set up AV beginning June 18th.

Low voltage: Complete.

Chandler Renovation Project May 2012 Status Report



Chandler Building Floor Plan



Chandler Garage Plan, not to same scale as Building floor plan.

Chandler Renovation Project May 2012 Status Report



Upper meeting room complete with exception of rubber base and bathroom door trim.

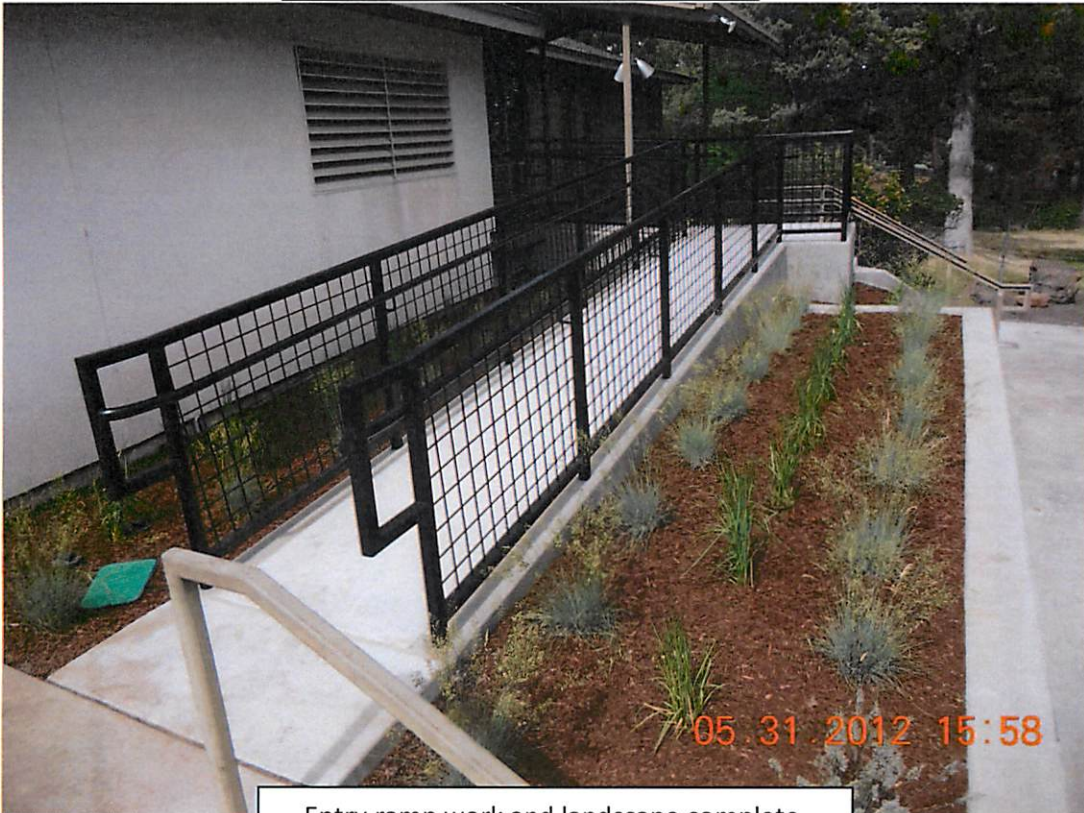


Ramp complete to upper meeting room.

Chandler Renovation Project May 2012 Status Report



Computer lab complete.

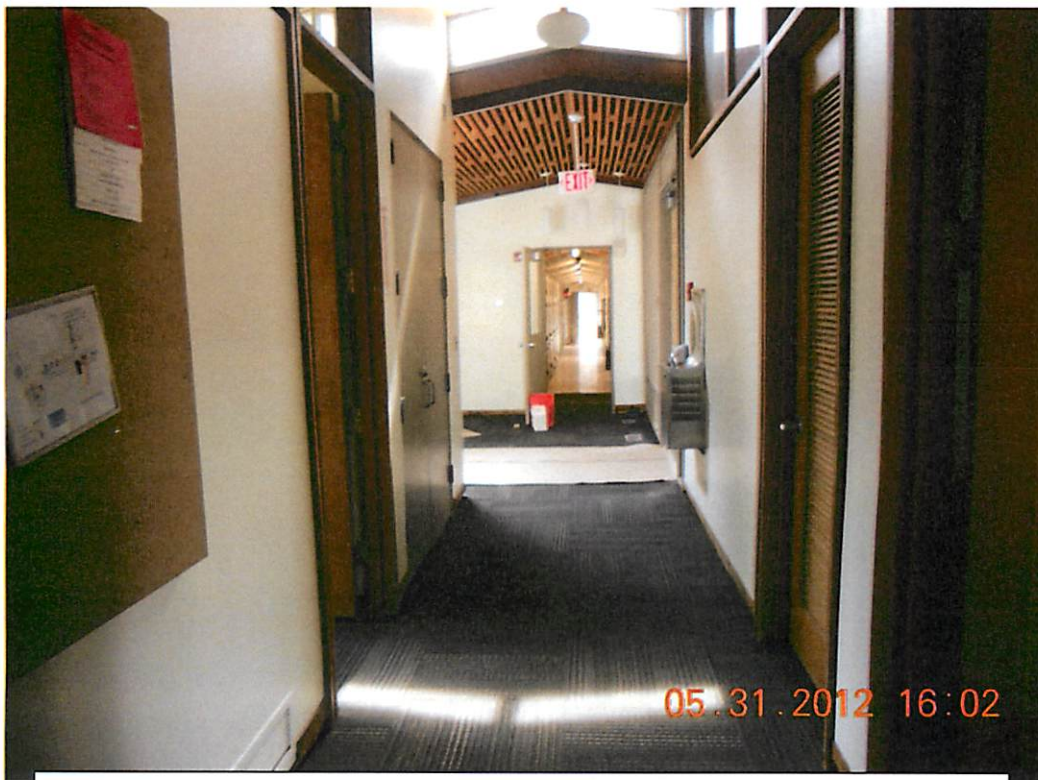


Entry ramp work and landscape complete.

Chandler Renovation Project May 2012 Status Report



Garage division and exterior door installation complete.



New paint and carpet in place. Looking good!

Chandler Renovation Project May 2012 Status Report

Project Participants

COCC Administration

Matt McCoy	Vice President for Administration	mmccoy@cocc.edu
Gene Zinkgraf	Director of Construction	gzinkgraf@cocc.edu
Shirley Metcalf	Instructional Dean	smetcalf@cocc.edu
Beth Wickham	Small Business Development Center	bwickham@cocc.edu
Jerry Schulz	Director of Continuing Education	jschulz@cocc.edu
Paul Stennett	Continuing Education	pstennett@cocc.edu

COCC Project Manager

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541-330-4391
Email rhayes@cocc.edu

Design Consultant

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1160 SW Simpson Avenue, Suite 100
Bend, OR 97702
Don Stevens, Principal
Mike Nothwang, Project Architect
541-382-5535
dstevens@bbtarchitects.com

Surveyor

Harper Houf Peterson Righellis Inc.
1133 NW Wall Street, Suite 201
Bend, OR 97701
John McCoy, Project Surveyor
541-318-1161
JohnM@hhpr.com

Testing Agency

Carlson Testing Inc.
Ted Kornowski, Special Inspector

General Contractor

Griffin Construction LLC
8361 NE Meadow Ridge Road
Prineville, OR 97754
Sam Griffin, Manager
541-948-1225
Mark Aleksich, Superintendent
541-948-7120
sam@griffinconstructionllc.com

Health Careers Building – May 2012 Update

Scope

New laboratories for the Allied Health and Nursing Departments and five new general-purpose classrooms.

Approximately 48,000 SF of new space.

Budget Status

The current fiscal budget for the project is \$16.6 million. Current projected project costs fall within this budget.

Change Order Activity

This month change orders were numerous. Most had to do with revisions required by the City that had not been noted or requested in the Permit Design Review. The majority of the changes were in the \$3-5,000 range with one as high as \$21,000. More detail is shown in the change order log. Highlighted items are new.

Schedule Status

The project was substantially complete and issued a Temporary Certificate of Occupancy on March 30th. Due to last minute design changes, required by local code officials, the building is now scheduled to complete in early June. The delay in the project will not preclude the College's access to the building for Audio Visual (AV) and Furniture Fixture & Equipment (FF&E) installation.

Recent Activity

The majority of contract work was completed this month. A few stragglers remain and the contractor still has many Punchlist items to correct. In general the building is operational and the AV and Furniture installations progressed this month as planned.

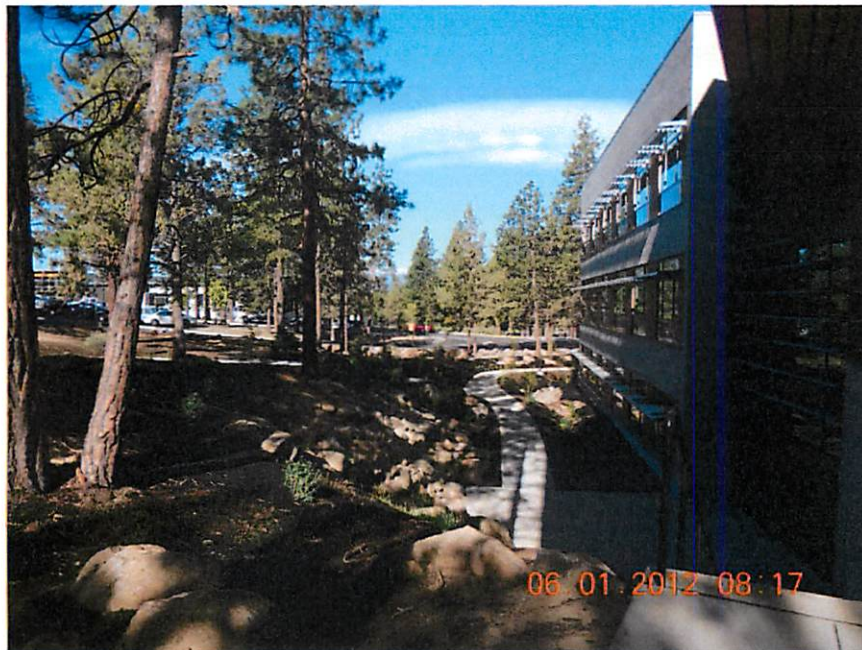
Activity Next Month

Wrapping up code official required changes and Punch list activities will be the main activities next month. Construction will be complete next month.

Health Careers Building – May 2012 Update



NW Corner



SE Corner Looking West

Health Careers Building – May 2012 Update



Room 230 – General Purpose Classroom



Typical Single Occupancy Office

Health Careers Building – May 2012 Update

Project Participants

COCC Stakeholder Group

Jenni Newby	-	Instructional Dean
Deb Davies	-	Faculty, Dental Assisting
Jane Morrow	-	Faculty, Nursing
Gene Zinkgraf	-	Director of Construction
Rich Brecke	-	Project Manager
Darren McCrea	-	Construction IT Specialist
Julie Mosier	-	Purchasing Coordinator

Design Team

Mark Stoller	-	Yost Grube Hall Architects
Jonathan Bolcher	-	Yost Grube Hall Architects
Steve Neiger	-	Yost Grube Hall Architects
Mark Rossi	-	Pinnacle Architecture
Ron Hand	-	WH Pacific
Mark Peckover	-	Sparling Engineering
Amy Jarvis	-	M+NLB Engineering

Contractor Group

Bret Matteis	-	HSW General Manager
Rob Ring	-	HSW Superintendent
Rob Kelleher	-	HSW Sr. Project Manager
Brian Powell	-	HSW Project Manager

Redmond Building 1 Addition – May 2012 Update

Scope

The project is a 2300sf addition to Building 1 at the Redmond Campus. The added square footage will house a new 48 seat classroom and 24 seat Science Lab. Remodeled space within Building 1 will accommodate a 34 seat computer lab that will support both the new SMART Mathematics curriculum as well as CIS.

Budget Status

The current overall budget for the building will be \$1,340,906 with construction costs of approx \$710,000. This is a Bond funded project with additional funds provided by the state. The current projected overall project cost based on the 30% design drawings is \$1,349,310.

Change Order Activity

- 1) \$12,600 to Steele Associates Architects for expanded scope.

Schedule Status

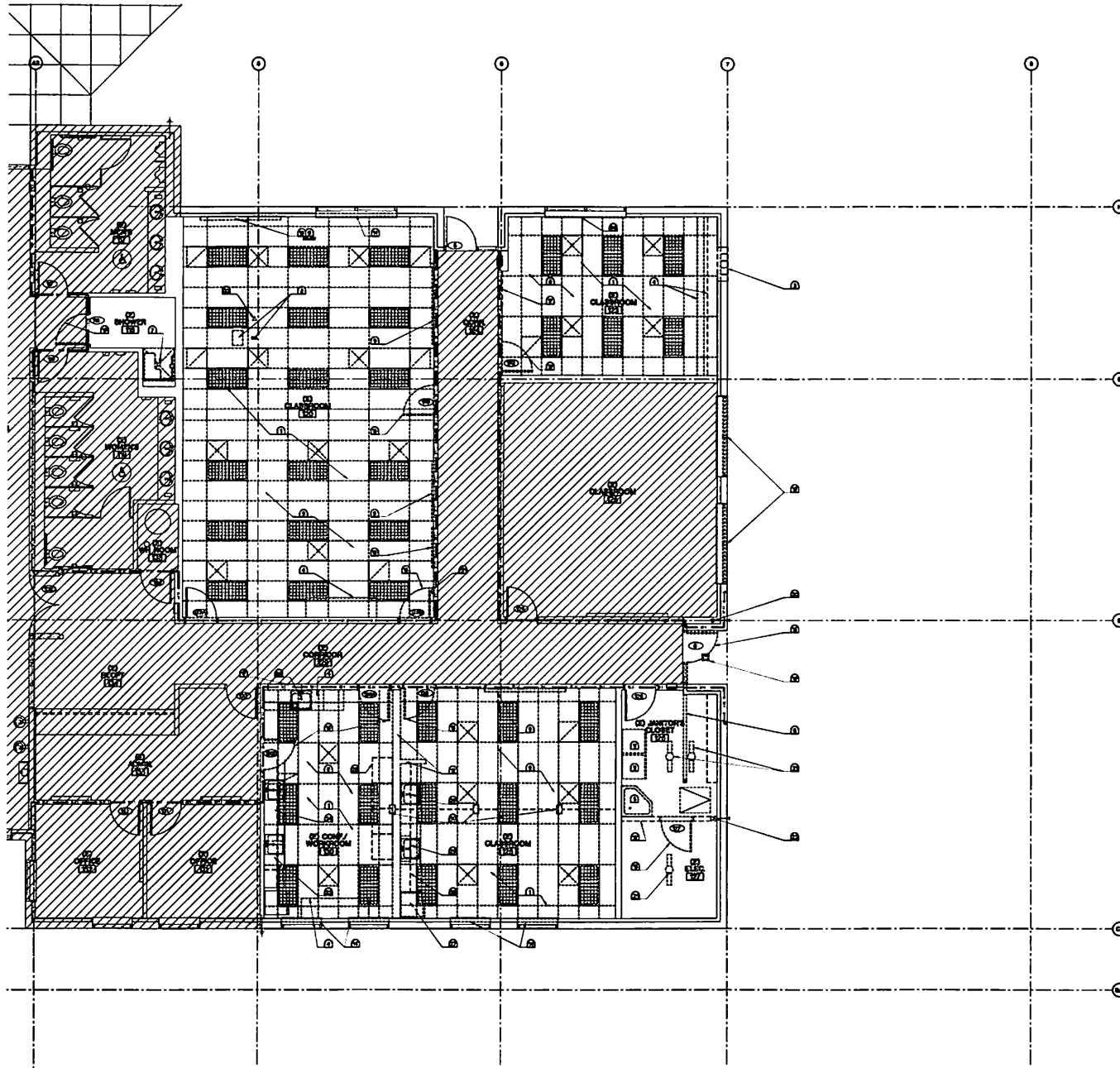
Project is progressing. Design will be complete in June. Bidding will occur later in the summer. Construction is tentatively scheduled to start at the beginning of fall quarter and will be a 6 month duration.

Recent Activity

Design re-kicked off this month. 60% drawings were received 5/29 and COCC is reviewing these for constructability and scope coverage. 60% estimate will be available the first week in June.

Activity Next Month

We anticipate that Design on the addition will complete in June. Site Plan review will proceed and permitting as soon as design is complete.



1 DEMOLITION PLAN
SCALE: 1/4" = 1'-0"

DEMOLITION KEY NOTES

- 1) CEILING PANELS, LIGHT FIXTURES, TECHNICAL DRAWING CABINETS AND EQUIPMENT TO BE REMOVED
- 2) PROJECTOR FRONT AND ASSOCIATED ELECTRICAL TO BE REMOVED. SALVAGE PROJECTOR AND RETURN TO OWNER
- 3) SAW CUT AND REMOVE (2) CH WALL AS INDICATED FOR NEW DOOR OPENING. SEE STRUCTURAL DRAWINGS
- 4) REMOVE (2) CARBONIC ACCESSORIES AND ASSOCIATED ELECTRICAL SALVAGE AND RETURN TO OWNER
- 5) REMOVE (2) TOP SINK AND FACET, CAP SINKS AND DRAIN PITCH FLOOR AND WALL TO MATCH EXISTING FINISH
- 6) REMOVE (2) OVERHEAD STORAGE SHELVING & FRAMING
- 7) REMOVE (2) SHOWER STALL, ENCLOSURE, PREP FOR NEW STACKABLE WASHER AND DRYER
- 8) REMOVE (2) FLOORING & WALL BASE AND PREPARE SUBFLOORS TO RECEIVE NEW RECELLED FLOOR
- 9) REMOVE (2) WHITEBOARD & SALVAGE FOR RETURN TO OWNER
- 10) REMOVE (2) TAGBOARD & SALVAGE FOR RETURN TO OWNER
- 11) HAMMER AND DRIVEN TO BE RELOCATED PER PLAN. CAP PLUMBING AND REMOVE EXISTING VENT. MATCH WALL TO MATCH EXISTING FINISH
- 12) HALL TO BE DETELED
- 13) REMOVE (2) PROJECTOR SCREEN AND SALVAGE FOR RETURN TO OWNER
- 14) REMOVE (2) HORIZONTAL, LOWER BLIND SALVAGE TO OWNER
- 15) REMOVE (2) DOORFRAME, ASSOCIATED HARDWARE AND LATCH WHERE OCCURS AND RELOCATE PER PLAN. SEE ASB
- 16) REMOVE (2) DOORFRAME AND ASSOCIATED HARDWARE AND SALVAGE FOR RETURN TO OWNER
- 17) REMOVE (2) FRAMED WALL AS INDICATED FOR NEW DOOR OPENING. SEE STRUCTURAL DRAWINGS
- 18) REMOVE (2) WINDOWFRAME & RELOCATE PER PLAN. SEE ASB. SALVAGE (2) HORIZONTAL, LOWER BLIND TO OWNER
- 19) EXISTING EXTERIOR RECESSED LIGHT FIXTURE TO BE REMOVED & RELOCATED PER PLAN. SEE ASB
- 20) EXISTING VENT TO BE RELOCATED TO EXTERIOR WALL OF ADDITION. SEE PLUMBING
- 21) REMOVE (2) SURFACE MOUNTED LIGHT FIXTURES AND RELOCATE PER PLAN. SEE ASB
- 22) (2) DOWNPOUT TO BE RELOCATED TO EXTERIOR WALL OF ADDITION. SEE PLUMBING
- 23) REMOVE (2) PORTABLE MICROSCOPE CABINET. SALVAGE TO OWNER
- 24) REMOVE (2) BUILT-IN STORAGE CABINET SALVAGE AND RELOCATE PER OWNER
- 25) REMOVE (2) METAL STORAGE CABINET'S SALVAGE AND RELOCATE PER OWNER
- 26) REMOVE PLUMBING FIXTURE, CAP PLUMBING AND SALVAGE FIXTURE TO OWNER
- 27) REMOVE (2) REFRIGERATOR PER FLOOR PLAN. REMOVE ASSOCIATED ELECTRICAL
- 28) RELOCATE (2) CARBONIC ACCESSORIES & ASSOCIATED ELECT PER PLAN. REMOVE RANGE HOOD & SALVAGE TO OWNER
- 29) REMOVE (2) PLUMBING & TRAY. RELOCATE JETS PER PLAN
- 30) SAW CUT CONCRETE SLAB FOR NEW ELECTRICAL FLOOR OUTLETS. SEE FLOOR PLAN FOR LOCATION
- 31) RELOCATE (2) H/A PER TECHNOLOGY PLANS
- 32) REMOVE (2) H/A TRACAC OCCUPANCY SENSOR. SALVAGE TO OWNER
- 33) REMOVE (2) HORIZONTAL, LOWER BLIND CLEAN AND REINSTALL

GENERAL NOTES

- A. ALL EXISTING PROJECTOR, DOWNPOUT, COLLECTOR, CENTRAL EXTRACT FAN SHALL BE DEMOLISHED AND RELOCATED TO EXTERIOR WALL. CONSULT OWNER FOR PERMITS
- B. REMOVE ALL EXISTING FLOORING, CEILING, WALLS, PARTIAL WALLS, AND EXISTING PARTIAL WALLS. REMOVE EXISTING PARTIAL WALLS AND RELOCATE PER PLAN. SEE ASB
- C. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- D. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- E. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- F. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- G. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- H. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- I. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- J. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- K. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- L. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- M. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- N. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- O. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- P. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- Q. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- R. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- S. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- T. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- U. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- V. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- W. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- X. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- Y. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN
- Z. REMOVE EXISTING PLUMBING FIXTURES AND TRAY. CAP EXISTING PLUMBING AND REMOVE EXISTING PLUMBING SERVICE & RELOCATE PER PLAN

DEMOLITION LEGEND

- INDICATES EXISTING AREA. NO WORK TO BE PERFORMED
- EXISTING WALL TO REMAIN
- EXISTING WALL TO BE REMOVED
- EXISTING DOOR FRAME & HARDWARE TO BE REMOVED
- EXISTING DOOR FRAME & HARDWARE TO REMAIN
- INDICATES EXISTING ACCESSIBLE RESTROOMS

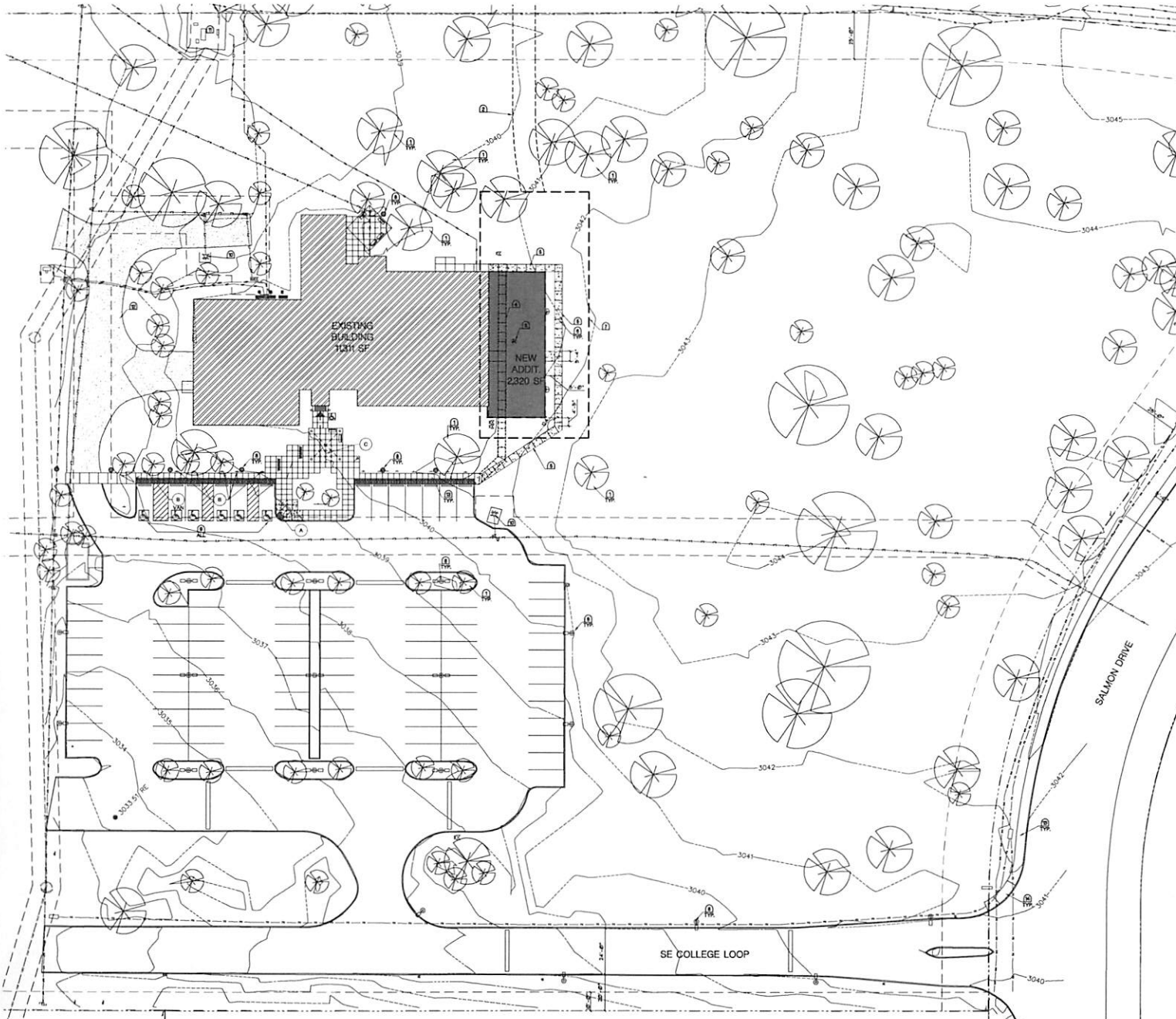
PRELIMINARY
NOT FOR
CONSTRUCTION

STEELE ASSOCIATES
ARCHITECTS LLC
760 NW YORK DRIVE, SUITE 200
BEND, OR 97701
541.385.8816
info@steele-arch.com

COCC REDMOND - BLDG 1 ADD
2030 SE COLLEGE LOOP
REDAWOOD
DEMOLITION PLAN

D201

65% PROGRESS SET - 05/28/12



SITE PLAN
SCALE: 1" = 20'-0"

KEY NOTES

- (D) EXISTING TREE TO REMAIN AND PROTECTED DURING CONSTRUCTION
- (P) PROPOSED CONSTRUCTION ACCESS FROM VETERANS LAY
- (D) DEMO STORM WATER DRAIN
- (D) DEMO INDICATED PORTION OF EXISTING SIDEWALK
- (R) NEW 4" WIDE SIDEWALKS AND EXISTING SIDEWALKS ADA ACCESSIBLE
- (D) CONCRETE CONTROL JOINTS SEE DETAIL 23-A102
- (L) LIFTS OF WORK
- (D) EXISTING SITE LIGHTING
- (D) EXISTING 4C PARKING SPACES
- (R) EXISTING FIRE HYDRANT TO REMAIN
- (D) EXISTING ELECTRICAL STATION
- (R) EXISTING GRAVEL ROAD
- (R) EXISTING SIDEWALK TO REMAIN
- (R) EXISTING CURB RAMP TO BE REMOVED

BARRIER REMOVAL

- BELOW REPRESENTS THE BARRIER REMOVAL ELEMENTS THAT HAVE BEEN IDENTIFIED PER ORDINANCE.
- (A) REMOVE & RECONSTRUCT NORTH CURB RAMP TO CURRENT STANDARDS WITH PROPER SLOPE AND CROSS-SLOPE PER DETAIL 23-A102 AND TOBORRICE SLOPE AS NEEDED FROM DETAIL 23-A102. REPLACE
- (R) PROVIDE CURRENT ACCESSIBLE ADA RAMP AT ADA PARKING SPACES SEE DETAIL 23-A102 & 23-A103
- (R) REMOVE AND RE-PLACE CONCRETE SIDEWALK PANEL THAT ARE OUT OF ADA TOLERANCE (1" MINIMUM LIP)
- (C) NOTE: SEE DETAILS ON SHEET "A101" ASSOCIATED WITH BARRIER REMOVAL WORK.

GENERAL NOTES

- A. REFER TO THE SUBMITTALS FOR CONSTRUCTION INFORMATION: FOUNDATION, DRAINAGE, FLOOR AND FINISH ELEVATIONS AND SITE UTILITIES. REFER TO PRELIMINARY PLANNING, LANDSCAPE AND ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.
- B. FOLLOW ALL RECOMMENDATIONS AND REQUIREMENTS OF THE APPLICABLE REGULATORY AGENCIES AND THE CONTRACT DOCUMENTS THAT APPEAR IN THESE CONTRACT DOCUMENTS AND SPECIFICATIONS.
- C. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.
- D. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.
- E. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.
- F. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.
- G. PRIOR TO START OF WORK THE CONTRACTOR SHALL COORDINATE WITH ALL APPLICABLE AGENCIES TO OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.
- H. UNLESS NOTED OTHERWISE, THE SIDEWALKS AND RAMP SHALL BE CONSTRUCTED TO MEET THE FOLLOWING REQUIREMENTS:
 - 1. THIRTY-TWO (32) INCHES WIDE
 - 2. THIRTY-TWO (32) INCHES WIDE
 - 3. THIRTY-TWO (32) INCHES WIDE
 - 4. THIRTY-TWO (32) INCHES WIDE
- I. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.
- J. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.
- K. REFER TO CIVIL DRAWINGS FOR HORIZONTAL LOCATION AND SIZE OF BUILDING AND BUILDING ENTRANCES.
- L. REFER TO CIVIL DRAWINGS FOR HORIZONTAL SECTION DESIGN.
- M. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.
- N. APPLY CLEAR CONCRETE FINISH TO ALL EXTERIOR CONCRETE PARTS. CONCRETE SHALL BE ADOPTED PER MANUFACTURER'S WRITTEN INSTRUCTIONS UNLESS OTHERWISE NOTED.

SYMBOLS LEGEND

- PROPERTY LINE
- NEW CONCRETE SIDEWALK LIGHT BROOM FINISH - CONTROL JOINTS @ 8' ON C/S
- (D) EXTERIOR BUILDING LIGHTING SEE ELECTRICAL DRAWINGS
- (D) BUILDING ACCESSIBLE ENTRY EGRESS
- (D) EXISTING ELECTRICAL METER TO REMAIN
- (D) EXISTING GAS METER TO REMAIN
- (D) ACCESSIBLE ROUTE TO PUBLIC WAY

BUILDING / SITE DATA

SITE DATA	
LOT	0322000000
SITE AREA	10323 SF (237.2 AC)
EXISTING BUILDING	131 SF
BUILDING ADDITION	2320 SF
TOTAL BUILDING AREA	2451 SF
PERMITTED LOT COVERAGE	8.42%
PERMITTED LOT COVERAGE	8.35% - 8.75% - 8.84% - 8.94% - 9.04%
CODES - PUBLIC FACILITIES	
BUILDING HEIGHT	24 FEET
ALLOWABLE FRONT YARD SETBACK	24 FEET
REAR YARD SETBACK	10 FEET AT LOCAL STREET
OR STREET PARKING (SECTION 8.06.02)	10 FEET AT INTERIOR LOT
ALL REQUIRED PARKING IS PROVIDED ON-SITE.	
ADULT EDUCATION AND OFFICE USE:	
REQUIRED - PER EMPLOYEE, PLUS 1 SPACE PER 100 STUDENTS	14 SPACES
EMPLOYEES - 13	13 SPACES
STUDENTS - 138	14 SPACES
TOTAL SPACES REQUIRED	41 SPACES
SPACES PROVIDED	55 SPACES
ACCESSIBLE SPACES	
REQUIRED (OSBC 804)	4
PROVIDED	4
BICYCLE PARKING	
REQUIRED	4
PROVIDED	4
LOADING SPACES	
REQUIRED	0
PROVIDED	0
SITE LIGHTING	
REQUIRED (WITH SMALL PROVIDE FOOT-CANDLE (FM) AT ALL ACCESSIBLE AREAS AND EGRESS PATHS)	0
EGRESS	
REQUIRED - CONFORM TO CITY OF MEDFORD STANDARDS	0
EXTERIOR EGRESS OTHER THAN BUILDING SIGN IS NOT IN CONTRACT	0

STEEL ASSOCIATES
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760 NW YORK DRIVE, SUITE 200
MEDFORD, OR 97504
BEND, OR 97701
541.382.9867
541.382.8816
info@steel-arch.com

COCC REDMOND - BLDG 1 ADD
2050 SE COLLEGE LOOP
REDAWOOD
OREGON
SITE PLAN

A101

609 PROGRESS SET - 06/25/12

Redmond Building 1 Addition – May 2012 Update

Project Participants

COCC Stakeholder Group

Matt McCoy	-	VP for Administration
Shirley Metcalf	-	Dean of Continuing Education
Gene Zinkgraf	-	Director of Construction
Rich Brecke	-	Project Manager
Darren McCrea	-	Construction IT Specialist
Julie Mosier	-	Purchasing Coordinator

Design Team

Jeff Wellman	-	Steele Associates Architects
Matt Appleby	-	Steele Associates Architects

Contractor Group

Not Identified Yet	-	TBD
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Technology Education Center – May 2012 Update

Scope

A 34,000 square foot building to be built on the corner of Veterans Way and Salmon Dr. in Redmond. The building will house technology centered programs which will initially be the Center for Entrepreneurial Excellence and Development, Non-Destructive Testing and Inspection, Digital Arts and Media, and Flexible Technology.

Budget Status

The budget for the building will be \$12.5 Million. This includes a \$5.7 Million match from the State of Oregon. See attached updated Schematic Design Budget.

Change Order Activity

No additional Change Order Activity has occurred since the March 2012 Update.

Schedule Status

A 3 week extension to design occurred in May due to the need to enhance the square footage of the building to take full advantage of the project budget. Design is proceeding with the goal of bidding the project in July of 2012, receiving bids August 6th, and an ultimate project completion for September of 2013.

Recent Activity

Construction Documents continued this month. Interior design work is almost complete and a full color board will be available soon. The College received planning approval with no major conditions of approval outside of the previously discussed street improvements.

Activity Next Month

Construction Documents will continue through June. 75% progress documents are due the first week in June for COCC review.







Technology Education Center – May 2012 Update

Project Participants

COCC Stakeholder Group

Karin Hilgersom	-	VP of Instruction
Matt McCoy	-	VP for Administration
Shirley Metcalf	-	Dean of Continuing Education
Chris Redgrave	-	Director of MATC
Gene Zinkgraf	-	Director of Construction
Rich Brecke	-	Project Manager
Darren McCrea/Jeff Floyd	-	Construction IT Specialist
Julie Mosier	-	Purchasing Coordinator

Design Team

Don Stevens	-	BBT Architects
Kevin Shaver	-	BBT Architects
Doug Schwartz	-	Froelich Consulting Engineers (Structural)
ML Vidas	-	Vidas Architecture (Earth Advantage Consulting)
Grant Hardgrave	-	Hickman Williams and Associates (Civil)
Marcia Vallier	-	Vallier Design Associates (Landscape)
John Van Bladeren	-	MFIA Inc. (MEP Design)

Contractor Group

Not Identified Yet	-	TBD
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Residence Hall May 2012 Status Report

Scope

Residence Hall project is to provide approximately 325 beds for student housing. A small amount of support and common space will be provided within the project. The building is anticipated to be Earth Advantage Multi-Family Gold or Platinum level certified. Parking and access road/utilities are anticipated to be on the downhill side of the track. It is also expected that summer programs will utilize the facilities.

Budget Status

Project Budget included. There are financial parameters that must be met for the project to proceed past the Schematic Design phase.

Change Order Activity

None.

Schedule Status

In Schematic Design for planned move-in and occupancy for Fall Term 2014.

Activity in May

Updated Real Estate committee regarding status of project and proforma. To be reviewed again at June Real Estate Committee meeting.

Meet to discuss site plan application requirements/issues with the City of Bend.

Finalize Schematic Design submittal, Schematic Design estimate, and prepare information for Board presentation.

Activity planned for June

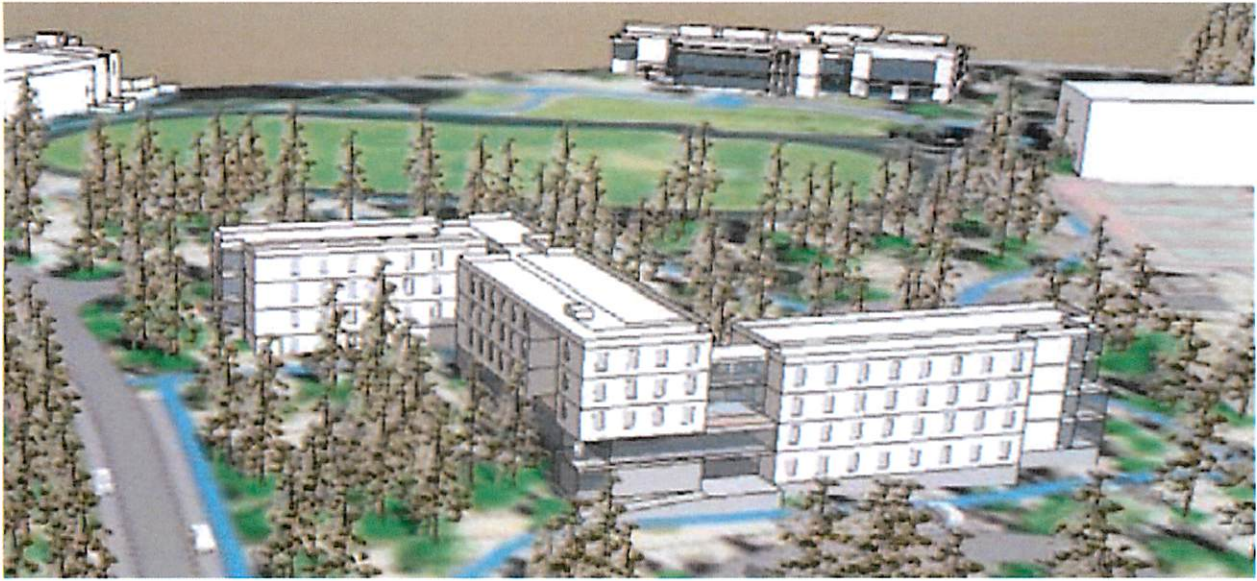
Review status of project and proforma with Real Estate Committee. Finalize parking lot/drive layout and pedestrian paths around building.

Finalize large entry/common area layout.

Meet to discuss site plan application requirements/issues with the City of Bend.

Finalize Schematic Design submittal, Schematic Design estimate, and prepare information for future Board presentation.

Residence Hall May 2012 Status Report

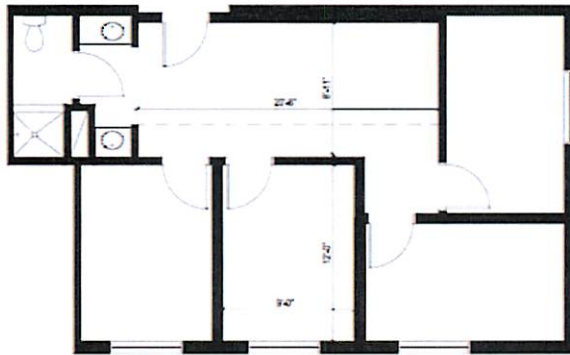


Conceptual preliminary building perspective.



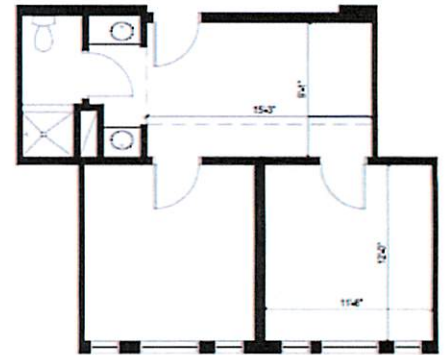
R.A. SINGLE

SINGLE BEDROOM	202 SF
BATHROOM	58 SF
TOTAL	260 SF NET
	315 SF GROSS



QUAD SINGLES

SHARED ROOM	197 SF
SINGLE BEDROOM	108 SF
SINGLE BEDROOM	108 SF
SINGLE BEDROOM	108 SF
SINGLE BEDROOM	108 SF
BATHROOM	79 SF
TOTAL	708 SF NET
	852 SF GROSS



QUAD DOUBLES

SHARED ROOM	137 SF
DOUBLE BEDROOM	138 SF
DOUBLE BEDROOM	138 SF
BATHROOM	79 SF
TOTAL	492 SF NET
	576 SF GROSS

Typical unit types.

Residence Hall May 2012 Status Report

Project Participants

COCC Steering Committee

Matt McCoy	Vice President of Administration
Kevin Kimball	Chief Financial Officer
Alicia Moore	Dean of Students
Gordon Price	Director of Student Life
Joe Viola	Director of Campus Services
Gene Zinkgraf	Director of Construction
Rick Hayes	Project Manager

Design Consultant

Mahlum Architecture
1231 NW Hoyt, Suite 102
Portland, Oregon 97209
541-224-4032

Mark Cork, Principal Anne Schopf, Design Partner Kurt Haapala, Senior Project Manager
Pinnacle (Associate Architects) Peter Baer, Principal and Mark Rossi, Project Manager

Civil Survey Consultant

KPFF Consulting Engineers
111 SW Fifth Avenue, Suite 2500
Portland, OR 97204-3628
503-227-3251 Troy Tetsuka, Survey Manager

Geotechnical Engineer

FEI Testing & Inspection, Inc.
62979 NE Plateau Drive, #3
Bend, OR 97701
Bill Smith, Geotechnical Engineer, 541-382-4844 bsmith@feitesting.com

Testing Agency TBD

Science Building – May 2012 Status Report

Scope

General Chemistry Lab, Organic Chemistry Lab, Two General Biology Labs, Three Anatomy & Physiology Labs, Geology Lab, Physics Lab, General Use Classrooms, and Lab and Administrative/Faculty support spaces. Approximately 49,000 GSF of new space under construction.

Budget Status

Project within budget. See project budget for detail.

Change Order Activity

CR #115, RFI 265 add access panel in ladder access room 216, for a price of \$1,081.04.
CR #127R2, PR-37 additional signage per submittal review and COCC requirements, for a price of \$6,350.68.
CR #137, deferred submittal permit fee, for a price of \$538.20
CR #138, Install railings at Pioneer stair landings, for a price of \$4,416.64.
CR #140, deck flute infills at beams at exposed structure ceilings, for a price of \$2,782.15.
CR #141, RFI #300 dampers (materials only) at ERV-1 and ERV-2, for a price of \$978.97.
CR #142, Fire Marshall required inspection port at FDC, for a price of \$355.19.
CR #143R1, RFI 293 adding starters for HRP's 1&2, for a price of \$3,154.22.
CR #144, RFI 305 irrigation pressure regulator, for a price of \$887.88.
CR #145, labor for CR #141, for a price of \$1,404.80.
CR #146, Relocate existing conduit and stairway at exterior stair, for a price of \$642.04.
CR #148, Install Stonhard liquid applied flooring in Chem Storage and Cadaver Storage, for a price of \$9,877.00.

Schedule Status

On schedule, though awaiting on the May schedule update from KNCC for the end of May. Though there is quite a bit of work to complete in early June, KNCC will have the Administration area ready for furnishings move-in on June 25th, a month ahead of this activity's planned start. This will allow IT to begin in this area early as well.

Activity in May

Began and substantially completed exterior site concrete. Completed exterior siding. Installed all of the exterior glass, with trim caps and caulking yet to complete. Setting floor coverings at first and second floor labs. Completed tile in bathrooms, set most of the plumbing fixtures, and began setting toilet partitions. Completed ceiling grid tile, lab countertops and elec/plumbing trim at first floor labs. Completed ceiling grid tile, lab countertop and elec/plumbing trim at second floor labs. Installed carpet in administrative area. Sheetrocked and painted halls and west commons areas complete. Began all glass wall/door systems at second floor west commons. Began to set marker boards, tack boards, and wall paneling throughout. Began setting hallway paneling, trim and display casework. Startup up mechanical systems and begin building commissioning has begun.

Science Building – May 2012 Status Report

Activity planned to be complete by June 15th

Complete exterior concrete, asphalt paving, site lighting, and irrigation/landscape. Set railing at stairs and stair treads. Set exterior handrail and patio wood screen. Complete exterior glass trim and sunshades. Complete interior wood trim, wall paneling, and display cabinetry. Install carpet in common areas and classrooms. Complete all glass wall systems. Complete ceiling tile and mechanical trim at west common areas and classrooms. Complete tile at unisex bathroom and drinking fountain walls. Install fluid applied flooring in Cadaver and Chemical storage rooms. Install remainder of tackboards, markerboards, and chalkboards. Obtain elevator inspection and building final inspections. Obtain Certificate of Occupancy to allow move in to occur as scheduled. Review/punchlist the Administration area June 13th and 14th. Review/punchlist the remainder of the building beginning June 19th.

Photos



West Elevation substantially complete except doors, glazing caps, and light fixtures.

Science Building – May 2012 Status Report



East Elevation: Glass and metal paneling substantially complete at SE vestibule.



Second floor classroom.

Science Building – May 2012 Status Report



Second floor bathroom partitions and plumbing in progress.

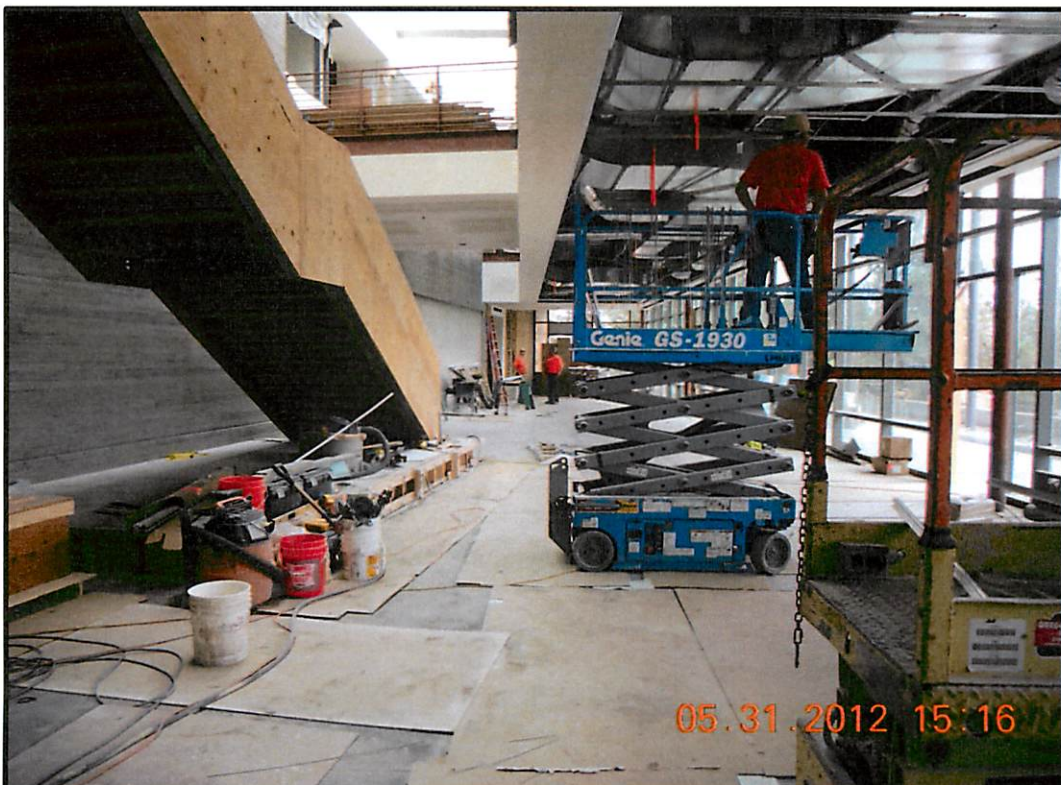


Chemistry labs in progress.

Science Building – May 2012 Status Report



Second floor lobby/common area. Woodwork completed. Glass walls in progress.



First floor lobby/commons area. Ceiling grid progressing.

Science Building – May 2012 Status Report

Schedule

Design through NTP	January 2010 through February 23, 2011
Construction	February 24, 2011 to June 15, 2012
Substantial Completion	June 15, 2012
Punch list Phase	June 18 to July 20, 2012
Final Completion	July 20, 2012
Equipping and Furnishing	July 23 to August 31, 2012
Staff setup/move-in	September 5 to 21, 2012
First day of classes	September 24, 2012

Science Building – May 2012 Status Report

Project Participants

COCC Stakeholder Group

Michael Holtzclaw - Instructional Dean
Gene Zinkgraf - Director of Construction
Julie Hood - Biology
Eddie Johnson - Biology
Mark Eberle - Biology
Nathan Hovekamp - Biology
Christine Ott-Hopkins - Biology
Jim Moodie - Biology
Jeff Cooney - Biology
Zelda Ziegler - Chemistry
Carol Higginbotham - Chemistry
Bob Reynolds - Geology
Bruce Emerson - Physics
Kevin Grove - Physics/Chemistry
Elaine Simay-Barton - Lab Tech/Dept. Admin
Emily Smith - Lab Tech
Mark Gregory - Lab Tech
Dan Cecchini - Director of IT
Jeff Floyd - Construction IT Specialist
Gary Kontich - Networking Specialist
Bruce Thompson - Telecommunications Specialist
Julie Mosier - Procurement Manager

Design Team

Mark Stoller - Yost Grube Hall Architecture
Jonathan Bolch - Yost Grube Hall Architecture
Tom Robbins - Yost Grube Hall Architecture
Liz Bray - Yost Grube Hall Architecture
Linda Cameron - Yost Grube Hall Architecture
Roz Estime - Estime Group
Jim Cox - Estime Group
Ron Hand - W&H Pacific Civil Engineers
Josh Richards - KPFF Consulting Engineers
Amy Jarvis - Mazetti Nash Lipsey Burch Mechanical Engineers
Mike White - Sparling Electrical Engineers
Jim Graham - Sparling Electrical Engineers (Low Voltage)
Not yet identified - Lango Hansen Landscape Architecture and W&H Pacific

Commissioning Agent

James Warner - Heery International

Special Inspection and Testing

Todd Smith - FEI Testing

COCC Project Manager - Rick Hayes 541-330-4391 email rhayes@cocc.edu

COCC IT Project Manager - Darren McCrea 541-383-7741 email dmccrea@cocc.edu

General Contractor

Kirby Nagelhout Construction Company
20635 NE Brinson Blvd
Bend, OR 97701
541-389-7119

Mike Taylor, General Manager, miket@knccbend.com

Chris Prah, Project Manager, ChrisP@knccbend.com

Mark Miller, Project Superintendent, markm@knccbend.com

Greg Ponder, Project Engineer, gregp@knccbend.com

Technology Status Report – May 2012

Scope

The new 48,000 square foot Health Careers Building will include installation of almost 800 individual data ports and cable runs as well as video and audio switching, PTZ cameras, recorded playback and state-of-the-art audio and video playback capabilities in various practice and simulation labs, general purpose classrooms and administrative & faculty spaces.

The new 49,000 square foot Science Building will include over 1000 individual data ports and cable runs as well as high-definition projectors, Blu-Ray players, document cameras and AV switchers to support general purpose classrooms, labs and administrative & faculty spaces.

The existing 6610 square foot Chandler Building is currently undergoing a remodel of the offices, computer lab and meeting space that will include new projection and multi-media systems, installation of an 18-seat computer lab and a complete re-wire of the entire building while will allow connectivity back to the main campus and our VoIP phone system.

Schedule Status

Final completion of the Health Careers Building is scheduled for April 30, 2012 and we anticipate that both the Information Technology and Audio-Visual installations will begin May 1, 2012 with a completion date of July 31, 2012. Substantial completion of the Science Building is scheduled for June 15, 2012 and we anticipate beginning both the Information Technology and Audio-Visual installations June 18, 2012 with a completion date of September 1, 2012. Both buildings are on schedule. In addition, we anticipate several Summer and late Fall remodels, including the current remodel of the Chandler Building which will be completed in late June.

Technology Status Report – May 2012

Activity in May

HEALTH CAREERS BUILDING:

With the new Health Careers Building connected to our Campus Network, our IT department has started installing network switches and wifi controllers this month. In addition, the AV Contractor responsible for installing and programming projectors, cameras, speakers and video switches started their scope of work on May 1, 2012 and has completed all speaker, camera, projector and microphone wiring above ceiling grid on all three floors.

SCIENCE BUILDING:

The Science Building has been connected to the Campus Network earlier than anticipated while the contractors are still routing cable in the Computer Room. Communication over copper phone lines, as well as our VoIP telephone system, has been established and tested by our IT department. This will allow KNCC to complete their Elevator and Fire Alarm inspections. The AV Contractor was not scheduled to begin work until June 18th but worked with KNCC to complete wiring and speaker installations to almost all of the labs on both floors.

OTHER PROJECTS (Chandler Lab, Redmond Technology, Campus Projects, etc.):

The Chandler remodel included re-wiring the entire building with high-speed network cable and providing wifi access points. The upgraded wire installation, as well as an expansion of our network data closet, is complete and has passed a low-voltage inspection by the City of Bend. In addition, we have also been working with the architect and their consultants to finalize network and audio-visual design for the Redmond Technology Center this month.

Technology Status Report – May 2012

Photos – Health Careers



Completion of Data Rack Installation – *Health Careers, MDF*



Conference Room Video Routing Equipment – *Health Careers, 150*

Technology Status Report – May 2012



Projection Screen and A/V Lectern – Health Careers, Classroom



Camera and Speaker Wire Installation – Health Careers, Dental Assist

Technology Status Report – May 2012

Photos – Science



WiFi Access Point Installation – Science Building, 2nd Floor



Over 1,000 data cables exiting the data closet – Science Building, Cable Tray

Technology Status Report – May 2012



Projector Screen Installation – Science Building, Lab

Upcoming Activities

Delta AV, the Audio-Visual contractor, will their work at the Health Careers Building. Work this month will include installation of remote-controlled PTZ (Pan-Tilt-Zoom) cameras, microphones and projectors as well as video control and switch equipment in the classrooms. In most cases, the work will progress from first floor to third floor and finalize on second floor. In mid-June, Delta AV will have a second group officially begin work at the Science Building. This initial work should include completion of their wiring and installation of speakers in the classrooms and remaining lab areas. In addition to the installation and relocation of more than 400 PC's for staff and faculty, the COCC IT Department will be moving and installing new computers for the Health Careers, Science and Chandler buildings and our Network group will be working to configure and install network switches, wireless access points and printers in all three buildings.

Technology Status Report – May 2012

COCC Director of Construction - Gene Zinkgraf, 541-330-7796, email: gzinkgraf@cocc.edu

COCC Construction PM - Rich Brecke, 541-330-4375, email: rhayes@cocc.edu

COCC Construction PM - Rick Hayes, 541-330-4391, email: rhayes@cocc.edu

COCC IT Project Manager - Darren McCrea, 541-383-7741, email: dmccrea@cocc.edu

General Contractor, Health

HSW Builders
730 SW Bonnett Way, Suite 3000
Bend, OR 97702
541-388-9898

Bret Matteis, General Manager, bretm@hswbuilders.com
Rob Ring, Project Superintendent, robr@hswbuilders.com
Rob Kelleher, Sr. Project Manager, robk@hswbuilders.com
Brian Powell, Project Manager, brianp@hswbuilders.com

General Contractor, Science

Kirby Nagelhout Construction Company
20635 NE Brinson Blvd
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Mike Taylor, General Manager, miket@knccbend.com
Chris Prah, Project Manager, chrisp@knccbend.com
Mark Miller, Project Superintendent, markm@knccbend.com
Greg Ponder, Project Engineer, gregp@knccbend.com

Central Oregon Community College
Board of Directors

INFORMATION ITEM

Prepared by: Joe Viola-Director of Campus Services

A. Issue

2012-2013 Maintenance Projects (Schedule) Prioritization

B. Discussion/History

Per Board Policy, EL5: Asset Protection - Central Oregon Community College's maintenance projects (schedule) must be reviewed at least annually. This policy ensures that College assets remain protected and adequately maintained.

Attached you will find the proposed Maintenance Projects for 2012-2013. Projects on the list were taken from the College's recent 2011 Facility Condition Assessment, which listed recommended repairs and priorities. This proposed maintenance project list contains projects noted in the campus wide Facility Condition Assessment, as well as input from staff.

Projects on the Maintenance Project for 2012-2013 list, are prioritized by the Director of Campus Services, and submitted to the Institutional Support Committee (ISC). The ISC discusses the projects and recommends a final prioritization to the President.

The Maintenance list will focus on completing Awbrey Campus projects that are noted. Maintenance Projects for the Redmond Campus were prioritized separately. The Prineville and Madras Campuses do not have any recommended maintenance projects on the list for this year as they are both new campuses.

\$311,000 is budgeted in the 2012-2013 Proposed Budget for Maintenance Projects. This budget amount, with anticipated carry forward from the 20011-2012 Budget, will sufficiently cover the cost of all Priority 1 Maintenance Projects noted on the attached Maintenance Projects Schedule. Funds are available in the Redmond Operations Account to fund all Redmond Campus Priority 1 Projects noted on the same schedule.

The 2011 Facility Condition Assessment identified \$2,350,270 repairs as needed "Short Term Repairs for Buildings". Two major improvements to the Boyle Education Center and Redmond Building #3, which are included in that list, have already been completed as part of the 2011-2012 projects. The proposed attached Maintenance Projects 2012-2013 list includes remaining items from the Assessment based on priority and available funds.

Central Oregon Community College - Maintenance Projects 2012-2013

10.d Attachment

ISC Priorities

as of 5-15-12

6/13/2012

Project	ISC Priority (* = Annual project)	Estimated Cost	ISC Priority (1=High,3=Low)
Awbrey Campus			
Landscape/Landscape Repair - Campus Wide*			
Concrete Work -Campus Wide*		12,000	1
Snow Removal*		15,000	1
Security Measures (Upgrade Cardlock)*		15,000	1
ADA projects*		5,000	1
Classroom Remodels (to maximize seating)*		20,000	1
Energy Upgrades*		50,000	1
Interior Painting*		5,000	1
Mansard Replacement - Ochoco		20,000	1
Exterior Painting - Awbrey campus*		35,000	1
Carpet/Flooring Replacement*		20,000	1
Mazama Upgrades		15,000	1
Repair Tennis Court #3, #4		25,000	1
CCB 116 A/B Lighting		10,000	1
Faculty Office Windows		3,500	1
Campus wide exterior building hole repairs		4,000	1
Hydration Station		5,000	1
Tripping Hazards Stairs, Sidewalks		1,500	1
Fire Reduction - As Needed		5,000	1
Replace Ceiling Tiles/Suspended Ceiling - Pioneer		5,000	1
Modoc 104 redesign for Anthro Lab		20,000	1
Library Clock Repair		15,000	1
		5,000	1
Total Priority 1 Projects Awbrey Campus		311,000	
Redmond Campus			
Interior and Exterior Painting			
Carpet and Flooring Replacement		5,000	1
Landscape/Landscape Repair		10,000	1
		5,000	1
Total Priority 1 Projects Redmond Campus		20,000	
Madras Campus			
		-	1
Total Priority 1 Projects Madras Campus		-	
Grand Total Priority 1 Projects		331,000	
Priority 2 Projects			
Library Sound Panels			
Library Lighting Upgrades at Entry		20,000	2
Asphalt Repair/Replacement Campus Wide		10,000	2
Wille Hall Blinds at rear windows		50,000	2
Window coverings throughout Pence		10,000	2
Renovate Modoc Fan Coil Units		3,000	2
Remodel IT Office		100,000	2
Repair entry roadway College Way to upper BEC parking Lot		40,000	2
Modoc Rear Stairs - Repair and Improve Exterior Lighting		15,000	2
Replace Pinckney Center Wood Floor		5,000	2
		150,000	2
Total Priority 2 Projects		373,000	

Add Electrical Outlets		
Replace Ext. Windows	20,000	3
Pave & Light Juniper Lot	36,000	3
College Way Kiosk	15,000	3
Redmond Pocket Park	35,000	3
Replace window coverings	10,000	3
Air Condition Ochoco	6,000	3
Appraisals/Envir. Assessments	175,000	3
Ponderosa -A/C - Ponderosa 205 (CIS)	5,000	3
Ponderosa -A/C - Ponderosa 221 (CIS)	5,000	3
Ponderosa - Shed Roof covering ADA Walkway	5,000	3
Repair/Replace Metal handrails	10,000	3
Mazama Field Repair	5,000	3
Modoc - Rework Emergency Lighting	5,000	3
Modoc - Move speakers away from vents	5,000	3
Hitchcock Remodel	2,500	3
Enhance Shuttle Bus Stops (10)	750,000	3
JCI Upgrade HVAC controls in Pence, Mazama, Pioneer, Ponderosa	50,000	3
	150,000	3
Total Priority 3 Projects	1,289,500	
Total Priority 1,2,3 Projects	1,993,500	

Exhibit: 11.a
June 13, 2012
Approved: ___Yes___No
Motion: ___

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Jim Middleton-President

A. Action Under Consideration

Approval of Achievement Compact for submission by July 1, 2012.

B. Discussion / History

The new Oregon Educational Investment Board processes have established Achievement Compacts as documents to be approved by each community college through a process paralleling the budget development process. Achievement Compacts are to be submitted to the OEIB by July 1 of each year. Compacts are part of the broader state initiative to achieve the 40/40/20 goal and move Oregon to higher levels of educational achievement. COCC has reviewed the Compact structure with the Budget Committee in its spring 2012 meetings, provided initial state-provided information for 2010-11 and outlined preliminary strategies for our proposed 2011/12 projections and 2012/13 targets. Budget Committee questions have been address and there was general concurrence with proposed strategies for finalizing this first submission.

C. Options / Analysis

1. Approved proposed Achievement Compact
2. Modify the proposed Achievement Compact 2011/12 Projections and/or 2012/13 Targets at the June meeting.
3. Schedule an additional June meeting to discuss and complete any changes.

D. Timing

1. COCC is required under current regulation to submit the 2012 Compact to the OEIB by July 1, 2012.

E. Recommendation

BE IT RESOLVED that the Board of Directors of Central Oregon Community College does hereby approve the President's recommendation to approve the Achievement Compact as drafted for submission to the OEIB by July 1, 2012.

F. Budget Impact

Achievement Compact projects have been made based on the existing budget planning for 2012/13. Approval of the Compact should not require additional allocations. Staff has outlined how elements of the current 2012/13 Budget have been focused on student achievement and student completion.

Central Oregon Community College Achievement Compact for 2012-13

4-3-12 changes reflecting OEIB version approved 3-27-12, DRAFT

Outcome Measures	2010-11 Actual		2011-12 STATUS		2012-13 Target	
Are students completing their courses of study and						
<i>Number of students completing:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
Adult HS diplomas/GEDs	375	N/A	300	N/A	375	N/A
Certificates/Oregon Transfer Modules	374	240	369	256	388	272
Associate degrees	501	225	524	244	534	256
Transfers to four-year institutions	1573	433	1586	443	1681	471
Programs of study (under development)						
Are students making progress at the college?						
<i>Number (&/or % where indicated) of students:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
Enrolled Dev. Ed. Writing who complete (%)	64	61	63	63	63	63
Enrolled in Dev. Ed. Math who complete (%)	65	64	63	62	65	64
Who earn 15/30 college credits in the year (#)	5031/2411	3031/1488	5332/2594	3243/1601	5385/2668	3285/1654
Who pass a national licensure exam (#/%)	232 (91%)	N/A	234 (90%)	N/A	236 (90%)	N/A
Are students making connections to and from the						
<i>Number of students who:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
Are dual enrolled in Oregon high schools	825	48	898	35	910	46
Are dual enrolled in OUS	786	102	868	136	893	146
Who transfer to OUS	1210	331	1360	361	1441	375
Employment (under development)						
Local Priorities (Optional for each district)						
<i>Number and/or percentage of students who:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
What is the level of public investment in the district?						
	2010-11 Actual	2011-12 Projected		2012-13 Target		
State funds	4,493,004	5,332,917		5,001,981		
Local Property tax revenue	12,715,663	12,460,405		12,210,271		
Total state and local operating funds	17,208,667	17,793,322		17,212,252		

Central Oregon Community College Achievement Compact for 2012-13
For Underrepresented Students 2010-11

4-3-12 changes reflecting OEIB version approved 3-27-12 - DRAFT

Outcome Measures Actual for 2010-11	African-American	Hispanic/Latino	Native Amer. Or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
<i>Are students completing their courses of study and earning certificates and degrees?</i>						
<i>Number of students completing:</i>						
Adult HS diplomas/GEDs	N/A	N/A	N/A	N/A	N/A	N/A
Certificates/Oregon Transfer Modules	*	43	16	0	*	202
Associate degrees	*	16	7	0	0	215
Transfers to four-year institutions	8	72	28	0	*	347
Programs of study (under development)						
<i>Are students making progress at the college?</i>						
<i>Number (&/or % where indicated) of students:</i>						
Enrolled Dev. Ed. Writing who complete (%)	63	59	65	80	55	61
Enrolled in Dev. Ed. Math who complete (%)	44	63	56	50	68	64
Who earn 15/30 college credits in the year (#)	33/19	258/104	118/63	15/*	13/7	2883/1432
Who pass a national licensure exam (#/%)	N/A	N/A	N/A	N/A	N/A	N/A
<i>Are students making connections to and from the college?</i>						
<i>Number of students who:</i>						
Are dual enrolled in Oregon high schools	*	28	7	*	7	0
Are dual enrolled in OUS	*	24	13	0	0	68
Who transfer to OUS	*	58	23	0	*	262
Employment (under development)						

Central Oregon Community College Achievement Compact for 2012-13
For Underrepresented Students 2011-12

4-3-12 changes reflecting OEIB version approved 3-27-12 - DRAFT

Outcome Measures Projected for 2011-12	African-American	Hispanic/Latino	Native Amer. Or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
Are students completing their courses of study and earning certificates and degrees?						
<i>Number of students completing:</i>						
Adult HS diplomas/GEDs	N/A	N/A	N/A	N/A	N/A	N/A
Certificates/Oregon Transfer Modules	*	12	14	7	*	244
Associate degrees	*	28	13	*	*	259
Transfers to four-year institutions	11	58	25	*	*	384
Programs of study (under development)						
Are students making progress at the college?						
<i>Number (&/or % where indicated) of students:</i>						
Enrolled Dev. Ed. Writing who complete (%)	62	61	52	63	80	63
Enrolled in Dev. Ed. Math who complete (%)	60	63	64	58	59	62
Who earn 15/30 college credits in the year (#)	40/18	280/143	120/53	16/10	21/12	3146/1556
Who pass a national licensure exam (#/%)	N/A	N/A	N/A	N/A	N/A	N/A
Are students making connections to and from the college?						
<i>Number of students who:</i>						
Are dual enrolled in Oregon high schools	*	25	*	0	*	*
Are dual enrolled in OUS	*	36	16	*	*	91
Who transfer to OUS	*	50	22	0	*	313
Employment (under development)						

Central Oregon Community College Achievement Compact for 2012-13
For Underrepresented Students 2012-13

4-3-12 changes reflecting OEIB version approved 3-27-12 - DRAFT

Outcome Measures Projected for 2011-12	African-American	Hispanic/Latino	Native Amer. Or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
Are students completing their courses of study and earning certificates and degrees?						
<i>Number of students completing:</i>						
Adult HS diplomas/GEDs	N/A	N/A	N/A	N/A	N/A	N/A
Certificates/Oregon Transfer Modules	*	31	17	*	*	256
Associate degrees	*	23	11	*	*	267
Transfers to four-year institutions	8	62	27	*	*	420
Programs of study (under development)						
Are students making progress at the college?						
<i>Number (&/or % where indicated) of students:</i>						
Enrolled Dev. Ed. Writing who complete (%)	52	58	52	71	67	63
Enrolled in Dev. Ed. Math who complete (%)	49	62	57	54	61	64
Who earn 15/30 college credits in the year (#)	40/19	283/149	127/61	17/11	22/13	3177/1601
Who pass a national licensure exam (#/%)						
Are students making connections to and from the college?						
<i>Number of students who:</i>						
Are dual enrolled in Oregon high schools	*	23	9	*	9	0
Are dual enrolled in OUS	*	35	18	*	*	98
Who transfer to OUS	*	53	24	*	*	339
Employment (under development)						

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Actions Under Consideration

1. Approval of a 3.0% increase to the base salaries of administrative, professional/non-managerial, confidential and supervisory employees effective July 1, 2012.
2. Approve the increase in the College contribution (cap) to health insurance to 90% of the premium (\$1,393.00) and continue to require all administrative, professional/non-managerial, confidential and supervisory employees to pay a minimum of 10% of the applicable premium.

B. Discussion/History

Salary Increase: The recommended salary increase for this group of employees is consistent with the economic settlements reached with other employee groups.

Health Care Contribution: The recommended increase to the College contribution (cap) and the requirement for all employees to pay a minimum of 10% of the applicable premium are consistent with the terms negotiated with the Faculty Forum and other employee groups. The College has historically maintained the same contribution level for all employees groups.

C. Options/Analysis

Approve the 3.0% increase to base salaries and increase the College's contribution (cap) for health insurance to 90% (\$1,393.00) while continuing to require all employees participating in the group health insurance to pay a minimum of 10% of the applicable premium.

Decline approval of the 3.0% increase to base salaries and the increase in the College's contribution (cap) for health insurance to 90% (\$1,393.00) and continue to require all employees participating in the group health insurance to pay a minimum of 10% of the applicable premium.

D. Timing

The increase to the salary base for the administrative, professional/non-managerial, confidential and supervisory employees will be effective July 1, 2012. The increase in the health care contribution and the requirement for all employees participating in the group health insurance to pay a minimum of 10% of the applicable premium is effective October 1, 2012 to coincide the increase in the health insurance premiums for 2012-13.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the 3.0% increase to the base salaries for administrative, professional/non-managerial, confidential and supervisory employees effective July 1, 2012 and increase in the College's health care contribution (cap) to 90% (\$1,393.00) and continue to require all employees participating in the group health insurance to pay a minimum of 10% of the applicable premium.

- F. Budget Impact** - Sufficient funds were provided in the 2012-13 budget for the increase in salaries and health care contribution.

RESOLUTION

Prepared by: Joe Viola - Director of Campus Services

A. Action Under Consideration

Approval of the attached C.O.C.C. Integrated Pest Management Plan.

B. Discussion/History

Senate Bill 637 requires Community Colleges to adopt an Integrated Pest Management Plan by July 2012. This Plan requires the College to implement a proactive long-term pest prevention strategy. It established strict practices for regular monitoring and inspections of buildings, requires detailed documentation of remediation efforts, and College staff education. A College Integrated Pest Management Plan Coordinator is required for overall implementation and evaluation of the IPMP. The implementation of these new procedures would be in addition to the current methods.

C. Options/Analysis

1. Approve the C.O.C.C. Integrated Pest Management Plan
2. Do not approve the C.O.C.C. Integrated Pest Management Plan

D. Timing

Approval at this time will assure that SB 637 is adopted prior to the July 2012 deadline established by the State.

E. Recommendation

Be it resolved that the Board of Directors do hereby approve the C.O.C.C. Integrated Pest Management Plan.

F. Budget Impact

The additional requirements set up by SB 637 for pest management at the College will cost approximately \$6,700 per year. Pest treatments may increase \$200 per trip plus supplies. Estimated additional annual cost for an Integrated Pest Management Plan: \$8,700.

G-28-0 Integrated Pest Management Plan

The College shall adopt an Integrated Pest Management Plan (IPMP) to ensure the health and safety of students, staff and community members which emphasizes the least possible risk and adopts a list of low-impact pesticides for use with the IPM plan.

Integrated Pest Management Plan

The IPMP is a proactive strategy that:

1. Focuses on the long-term prevention or suppression of pest problems through economically sound measures that:
 - a. Protect the health and safety of students and staff;
 - b. Protect the integrity of College buildings and grounds;
 - c. Maintain a productive learning environment; and
 - d. Protect local ecosystem health.
2. Focuses on the prevention of pest problems by working to reduce or eliminate conditions of property construction, operation and maintenance that promote or allow for the establishment, feeding, breeding and proliferation of pest populations or other conditions that are conducive to pests or that create harborage for pests;
3. Incorporates the use of sanitation, structural remediation or habitat manipulation or of mechanical, biological and chemical pest control measures that present a reduced risk or have a low-impact and, for the purpose of mitigating a declared pest emergency, the application of pesticides that are not low-impact pesticides;
4. Includes regular monitoring and inspections to detect pests, pest damage and unsanctioned pesticide usage;
5. Evaluates the need for pest control by identifying acceptable pest population density levels;
6. Monitors and evaluates the effectiveness of pest control measures;
7. Excludes the application of pesticides on a routine schedule for purely preventive purposes, other than applications of pesticides designed to attract or be consumed by pests;
8. Excludes the application of pesticides for purely aesthetic purposes;
9. Includes College staff education about sanitation, monitoring, inspection and pest control measures;
10. Gives preference to the use of nonchemical pest control measures;
11. Allows the use of low-impact pesticides if nonchemical pest control measures are ineffective; and

12. Allows the application of a pesticide that is not a low-impact pesticide only to mitigate a declared pest emergency or if the application is by, or at the direction or order of, a public health official.

Integrated Pest Management Plan Coordinator

The College shall also designate the Director of Campus Services, or his/her designee, as the Integrated Pest Management Plan Coordinator, giving him/her the authority for overall implementation and evaluation of the IPMP. The IPMP Coordinator shall:

1. Attend not less than six hours of IPM training each year. The training shall include at least a general review of integrated pest management principles and the requirements of IPM as required by Oregon statute;
2. Ensure appropriate prior notices are given and posted warnings have been placed when pesticide applications are scheduled;
3. Oversee pest prevention efforts;
4. Ensure identification and evaluation of pest situations;
5. Determine the means of appropriately managing pest damage that will cause the least possible hazard to people, property and the environment;
6. Ensure the proper use and application of pesticide applications when non-pesticide controls have been unsuccessful;
7. Evaluate pest management results; and
8. Keep for at least four years following the application date, records of applied pesticides that include:
 - a. A copy of the label;
 - b. A copy of the Material Data Safety Sheet;
 - c. The brand name and U.S. Environmental Protection Agency registration number of the product;
 - d. The approximate amount and concentration of pesticide applied;
 - e. The location of where the pesticide was applied;
 - f. The type of application and whether the application was effective;
 - g. The name(s) of the person(s) applying the pesticide;
 - h. The pesticide applicator's license numbers and pesticide trainee or certificate numbers of the person applying the pesticide;
 - i. The dates and times for the placement and removal of warning signs; and
 - j. Copies of all required notices given, including the dates the IPM Coordinator gave the notices.
9. Respond to inquiries and complaints about the IPMP;
10. Conduct outreach to College staff about the College's IPMP.

Legal Reference(s): [ORS 634.116](#), SB 637 (2009)

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

Prepared by: David Dona – Associate Chief Financial Officer

A. Action Under Consideration

Award RFP 1399-12 contract for audit services to **Kerkoch Katter & Nelson, LLP** of Bend Oregon.

B. Discussion/History

The Community College Rules of Procurement (adopted by COCC in 2005, revised 2011) in accordance with ORS 279A.065(5)(a) and ORS 279A.070 require the College to complete a competitive selection process for professional services (e.g., audit services) at intervals not greater than five years. The College has completed its competitive selection process for audit services using the Request for Proposals (RFP) method. This method included the forming of a Selection Committee of four staff members representing different functional and academic areas of the College and COCC Foundation. Committee members completed an independent review of submitted proposals from four accounting firms and then met as a group to discuss results. To aid in the evaluation, a scoring and ranking process was utilized based on established evaluation criteria, score-sheet, and ranking matrix. Key evaluation criteria included the following:

- Firm background/experience
- Plan and approach
- Personnel performing audit
- Cost/fees
- References

The Selection Committee unanimously selected Kerkoch Katter & Nelson, LLP.

C. Options/Analysis

1. Award audit services contract to Kerkoch Katter & Nelson, LLP.
2. Do not award audit services contract to Kerkoch Katter & Nelson, LLP

D. Timing

Awarding the contact at this time would provide an effective date of June 13, 2012 and implementation date of June 15, 2012.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College do hereby award the audit services contract (1399-12) to Kerkoch Katter & Nelson LLP for a three-year term, reserving the right to renew the contract for two additional one-year terms.

F. Budget Impact

The annual cost of audit services for the three-year term is provided below:

- 1) Fiscal Year 2012/13: total \$31,990 (\$26,995/College and \$4,995/Foundation).
- 2) Fiscal Year 2013/14: total \$32,950 (\$27,805/College and \$5,145/Foundation).
- 3) Fiscal Year 2014/15: total \$33,939 (\$28,639/College and \$5,300/Foundation).

Exhibit: 12.e
Date: June 13, 2012
Approval ____ Yes ____ No
Motion:

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Julie Mosier

A. Action Under Consideration

Award contracts to JH Technologies for \$124,646 and Colonial Scientific for \$189,268 for purchase of Science Building lab equipment.

B. Discussion/History

Each instructional program has devised a list of equipment needs for the new lab spaces in Science. All items are being purchased through a competitive bid process that included 258 different items. Thirteen vendors submitted bids for the Science lab equipment and most vendors are being awarded at least a few items. The awards to JH Technologies and Colonial Scientific together will represent purchases of 115 of the items in the bid.

C. Options/Analysis

Award contracts to JH Technologies for \$124,646 and Colonial Scientific for \$189,268.
Not award the contracts to JH Technologies and Colonial Scientific.

D. Timing

Approval at this time will enable the vendor to place orders in time for the College to receive and install the goods in accordance with the building schedule.

E. Recommendation

Be it resolved that the Board of Directors do hereby direct that contracts be executed for \$124,646 to JH Technologies and for \$189,268 to Colonial Scientific for science lab equipment for the new Science Building.

F. Budget Impact

Bond funds will be used for this purchase.

Exhibit: 12.f
Date: June 13, 2012
Approval ____ Yes ____ No
Motion:

Central Oregon Community College
Board of Directors
RESOLUTION

Prepared by: Matthew McCoy, Vice President for Administration

A. Action Under Consideration

Approve entering into an Intergovernmental Grant Agreement with the State of Oregon in the amount of \$500,000 for the renovation and building expansion of a mathematics lab, biology lab and chemistry lab in Redmond Building #1.

B. Discussion/History

Recent enrollment growth of Central Oregon Community College is well documented. The Redmond Campus increase in credit students went from 778 in 2006-07 to 2434 in 2010-11, a 313% increase in 5 years.

As demand for programming in Redmond continues to escalate, there is particular interest in providing Science and Math courses. With proceeds from the 2009 COCC bond, the College is remodeling and adding to Building #1 in Redmond. The cost of the initial remodel/addition is estimated to be \$800,000.

In the 2011 Oregon legislative session funds were made available to community colleges for capital projects, including \$500,000 to COCC for Redmond Building #1 that enables the College to expand the scope of the remodel/addition that will provide a mathematics lab, chemistry Lab, and biology lab. To receive the funds from the State, the College is required to enter into an Intergovernmental Grant Agreement.

Worth noting is that the grant funds are contingent on issuance of State lottery bonds. The authorizing legislation requires the State Treasurer to determine by February 1, 2013 if there is sufficient lottery-backed debt capacity to support the issuance of the bonds. Although it is anticipated that the lottery-backed bonds will be issued, the College is prepared and has the financial resources to complete the expanded project at the \$1.3M level in the event lottery bonds are not available.

C. Options/Analysis

Approve entering into the Intergovernmental Grant Agreement with the State.
Do not approve entering into the Intergovernmental Grant Agreement.

D. Timing

Approval at this time will enable the College to enter into the agreement with the State and plan for the potential of receiving the \$500,000 for the Redmond Building #1 project in order to complete the project by the spring term, 2013.

E. Recommendation

Be it resolved that the Board of Directors hereby approves entering into the Intergovernmental Grant Agreement with the State of Oregon for \$500,000 to remodel and add to Redmond Building #1.

F. Budget Impact

There is no general fund budget impact to enter into the Intergovernmental Grant Agreement with the State. If the grant funds do not become available from the State, COCC bond proceeds are available to complete the remodel/addition of Redmond Building #1.