

CENTRAL OREGON COMMUNITY COLLEGE

BUDGET COMMITTEE MEETING

Wednesday, March 14, 2007 – 6:00 PM
Christiansen Board Room – Boyle Education Center

AGENDA

	<u>Presenter</u>
I. Call to Order	Friedman
II. Introduction of Guests	Friedman
III. Election of Chair	Friedman
IV. Budget Message – (Handout: 4)	Middleton
V. Cash Flow (Revenue/Expense Projection)	Jones
VI. 2007-08 Proposed General Fund Budget	Bloyer
VII. Budget Calendar Update (Exhibit: 7) Next Meeting - <u>Wednesday, April 11, 2007 – 6:00 PM</u>	
VIII. Adjourn	

CENTRAL OREGON COMMUNITY COLLEGE

2007-08 BUDGET CALENDAR

2007

- March 14 First meeting of Budget Committee. Updated Cash Flow presentation; Budget Message and initial budget presentation and discussion.
- March 15-
May 7 Budget Committee Work Sessions as scheduled - if necessary.
- April 11 Budget Committee Meeting. Continue budget review and discussion.
- May 9 Budget Committee Meeting. Continue budget review and discussion. Consider approval of budget.
- June 1 Fax to the Bulletin: Notice of Budget Hearing (including summaries).
- June 6 Notice of Budget Hearing to appear in The Bulletin (including summaries).
- June 13 Budget Hearing: Adopt budget, levy taxes, and make appropriations.

CENTRAL OREGON COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, March 14, 2007 – 7:00 PM
Christiansen Board Room, Boyle Education Center

TIME**	ITEM	ENC.*	ACTION	PRESENTER
7:00 pm	Executive Session: Real Property Transactions – ORS 192.660 (1)(e) Performance Evaluations of Public Officers and Employees ORS 192.650 (2)			Jones Walsh
7:15 pm	I. Call to Order II. Introduction of Guests III. Agenda Changes			Reeder Reeder
7:20 pm	IV. Public Hearing and Testimony A. ASCOCC			Sangston☐
7:25 pm	V. Consent Agenda*** A. Minutes 1. Board of Directors, January 10, 2007 2. Board of Directors, January 29, 2007 B. Personnel 1. New Hire Report (December06/January 07) 2. New Hire Report (February 07) C. Naming Opportunities D. Approval to Hire (Dona) E. Sabbaticals F. Tenure G. Promotions H. 2 nd Reading Board Monitoring/Evaluation I. Approval to Hire (Ellis) J. Approval to Hire (McCann)	5.a1 5.a2 5.b1 5.b2 5.c 5.d 5.e 5.f 5.g 5.h 5.i 5.j	X X X X X X X X X X X X	Smith Buckles ^A Buckles ^A McCoy ^A Jones ^A Bilyeu ^A Walsh ^A Lyons/Walsh ^A Smith ^A Walsh ^A Walsh ^A
7:25 pm	VI. Information Items A. Financial Statements B. Campus Indicators – COCC & State Fall '06 End of Term Enrollment C. Interim Accreditation Visit & Report (Executive Summary)	6.a* 6.b 6.c		Bloyer ^A Pierce ^A Donohue☐
7:35 pm	VII. Old Business A. New Budget Committee Members – (Zones 3 & 4)	7.a	X	Paradis ^A
7:40 pm	VIII. New Business A. Underserved Needs Report & Charts B. Allocation of Funds from Observatory Court to Campus Center Capital Account C. Targeted Investments at OCCA's Requested \$529M Funding Level	8.a 8.a1 & 8.a2 8.b 8.c *	X X	Walsh/McCoy☐ Middleton☐ Middleton☐
8:00 pm	IX. Board of Directors' Operations A. Board Member Activities			

- 8:15 pm X. President's Report Middleton **P**
 A. Strategic Plan – Process & Progress
 B. Meal of the Year - Update
 C. Culinary Capitol Campaign - Update

XI. Dates:

- A. Thru – March 23, 2007 Faculty Art Exhibit –
 Rotunda Gallery, Campus Library
B. May 2 - “Make History” – Help define OSBA for the future
 Program and Discussion
 Location: High Desert ESD-145 SE Salmon Ave., Redmond
 Dinner included starting at 6:00 PM
 (Contact Julie Smith for Registration/Attendance)

* Material to be distributed at the meeting (as necessary).

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

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

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

CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS' MEETING
Wednesday, January 10, 2007 – 6:00 PM
Christiansen Board Room, Boyle Education Center

PRESENT: Dana Bratton, Dr. Joyce Garrett, John Overbay, Connie Lee, Donald Reeder, Dr. Ronald Foerster, Anthony Dorsch, Ronald Bryant-Board Attorney, Dr. James Middleton-President, Julie Smith-Board Secretary.

INTRODUCTION OF GUESTS:

Jim Jones, Matt McCoy, Jon Bouknight-Faculty Forum President, Kathy Walsh, Alicia Moore, Ron Paradis, Ross Tomlin, Mary Jeanne Kuhar, Gene Zinkgraf, Jim Weaver, Lester Friedman-Budget Committee, Gail Tague-Classified Association President, Lisa Bloyer, Dan Cecchini, Eric Braun, Doug Kerkoch, Stuart Katter and Larry Nelson of Kerkoch-Katter & Nelson LLP, Cameron Fischer-OSU-Cascades, Monique Balas-The Bulletin.

REPORTS:

Auditor's Report, 2005-06 (Exhibit: 3.b)

Mr. Doug Kerkoch reported that all state requirements were in compliance for the 2005-06 college audit. The auditors gave the college a "Clean Opinion" noting that once again the Fiscal Services staff has done an outstanding job.

Mr. Stuart Katter reviewed the audit report (Exhibit: 3.b).

Mr. Anthony Dorsch moved that on behalf of the Board of Directors' and the college, the presiding Board Chair is to have designated authority to sign the audit engagement letter. Mr. John Overbay seconded. MCU. Approved. M01/07:1

The Board of Directors' and President Middleton thanked and complimented Mr. Jim Jones-Vice President and Chief Financial Officer, and the Fiscal Services staff for their good work preparing for the audit.

2007-2011, Revenue and Expenditure Projection (Handouts: 3.c & 3.c1)

Mr. Jim Jones thanked Ms. Lisa Bloyer-Accounting Manager, for her good work in preparing for the audit, the financial forecast and the upcoming budget process. He then gave a PowerPoint presentation, summarizing the revenue and expenditure forecast for the next four years. Mr. Jones noted the "financial forecast" identifies financial trends early while there is still time to plan and make changes if necessary. He reported that the forecast is significantly better than last year, due to using projections outlined in the Governor's proposed budget for community colleges.

6:40 PM Adjourn to Executive Session –
 Real Property Transactions - ORS 192.660 (1)(e)

7:20 PM Resume Regular Board Meeting

AGENDA CHANGES: Delete: 11.b-Zone 3 Budget Committee Vacancy Update.

PUBLIC HEARING AND TESTIMONY:

Tri-County Child Care Initiative

Ms. Cameron Fischer-OSU Cascades Human Development and Family Sciences program, summarized a grant funded project that has the goal of improving child care and early childhood education (affordability and accessibility) in Central Oregon. She talked about a proposal that looks to employers, businesses and other entities to become invested in the project to create a child care facility on or near the COCC campus. She noted that this would improve the quality practicum experiences available to COCC Early Childhood Education and OSU-Cascades Human Development students. The facility would also benefit students, faculty and staff who are in need of child care services.

CONSENT AGENDA:

Mr. John Overbay moved to approve the Consent Agenda. Mr. Anthony Dorsch seconded. MCU. Approved. M01/07:2

BE IT RESOLVED that the Board of Directors' reviewed and approved the Meeting Minutes of December 13, 2006 (Exhibit: 8.a);

BE IT RESOLVED that the Board of Directors' reviewed and approved the November/December 2006 New Hire Report (Exhibit: 8.b1).

INFORMATION ITEMS:

Campus Indicators-Short Term Certificates (Exhibit: 9.a)

President Middleton noted that COCC now has 15 approved and 17 pending (approval by the State) short-term certificates available to students. The certificates range from 12 to 35 credits and include: Automotive; Composites Manufacturing; Dietary Manager; Drafting; Wildland Fire-Firefighter Type II; Forestry; Geographic Information Systems; HIT Insurance; and Manufacturing.

He thanked the Faculty and Staff for their hard work on the student centered Career Pathways certificates program.

Financial Statements – (Exhibit: 9.b)

The Board of Directors' were apprised of the December 2006 Financial Statements.

EL 4, Financial Condition (Exhibits: 9.c, 9.c1 & 9.c2)

The Board of Directors' were apprised that the Financial Certifications were prepared in conformance with Board Policy EL 4, Financial Condition, meeting the requirements of the Sarbanes-Oxley act.

BOARD OF DIRECTORS' OPERATIONS

Ms. Lee	Coffee w/Representative Chuck Burley Chair of OCCA Legislative Committee which meets every Monday via Conference Call Attended Oregon Business-Leadership Summit in Portland
Mr. Bratton	Attended Real Estate Committee Meeting Attended Culinary Capital Campaign Meeting (Mr. Overbay and Mr. Bratton will be liaison's to the Board for the Culinary Capital Campaign)
Mr. Dorsch	None to report
Mr. Overbay	Attended Real Estate Committee Meeting Meeting w/President Middleton re: Real Estate Attended Culinary Capital Campaign Meeting
Dr. Garrett	None to report
Dr. Foerster	Attended Oregon Business-Leadership Summit in Portland Will be attending an upcoming private dinner w/Governor Kulongoski
Mr. Reeder	Attended Real Estate Committee Meeting Agenda Planning Phone Call w/President Middleton Phone Call w/Matt McCoy

OLD BUSINESS:

Education Broadband Surplus-Update (Exhibit: 11.a)

Mr. Matt McCoy-Vice President for Institutional Advancement, reviewed that in 1996 the Federal Communications Commission licensed four channels of surplus bandwidth to COCC for broadcasting educational content in Central Oregon. The license for the bandwidth was renewed in 2006 by the FCC for 10 years, with the expectation that the additional 10 year extension will be available in the future. Three entities (COCC, High Desert ESD and Bend La Pine School District) believe that a combined EBS spectrum is of greater value than three separate spectrum licenses, and in October 2006 formed a consortium to consider options. Analysis by the consortium believes that issuing an RFP to the private sector seeking to partner will provide better service and benefit to the College, students, faculty and administration as well as the other consortium members and their constituents.

Dr. Joyce Garrett moved to approve the issuing of an RFP for use of the Educational Broadband Service spectrum licensed to Central Oregon Community College as part of a consortium with the High Desert Educational Service District and Bend La Pine School District. Dr. Ronald Foerster seconded. MCU. Approved. M01/07:3

PRESIDENT'S REPORT:

Strategic Plan-Proposed Structure

President Middleton gave a PowerPoint presentation – version 5. reviewing the link between -

- Board Ends / Goals
- Vision Concept Paper
- Budgeting process
- Strengthen link between research/outcome assessment and the institutional strategic plan.

President Middleton reminded Board Members –
Connie Lee-Zone 5; Dana Bratton-Zone 6; and John Overbay-Zone 7
that their terms expire June 30, 2007 – the filing period for the May election is February 3
through March 15.

ADJOURN: 8:40 PM

APPROVED;

ATTEST TO;

Mr. Donald V. Reeder, Board Chair

Dr. James E. Middleton, President

CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS' "SPECIAL" MEETING
Monday, January 29, 2007 – 4:30 PM
Christiansen Board Room – Boyle Education Center

TIME**	ITEM	ENC.*	ACTION	PRESENTER
4:30pm	I. Call to Order			Chair Reeder
	II. Roll Call			
	John Overbay – attending in person			
	Ron Foerster – attending in person			
	Joyce Garrett – attending by phone			
	Tony Dorsch – attending by phone			
	Dana Bratton – attending in person			
	Connie Lee – attending in person			
	Don Reeder – attending in person			

Also present: Dr. James Middleton, Gene Zinkgraf, Matt McCoy, Ron Paradis, Jim Jones, Kathy Walsh, Norma DuBois and Debra Simenson-Coldwell Banker Real Estate, Alison Trimble-Bryant Emerson & Fitch Attorneys at Law, Monique Balas-The Bulletin and Julie Smith-Executive Assistant-President/Board of Directors.

- 4:35 pm III. Adjourn to Executive Session
- Real Property Transactions – ORS 192.660 (1)(e)
 - Labor Negotiations – ORS 192.660 (1)(d)

Adjourn to open session: 4:45pm

IV. Open Session

Ms. Connie Lee moved that the Central Oregon Community College Board of Directors' ratifies the offer with the accompanying counteroffer and addendum to sell the approximately five acres of land referred to as the Awbrey Butte property, to Glassow Ventures, LLC for the amount of \$1.85 million. Dr. Joyce Garrett seconded the motion.

Roll Call on Motion:

- Overbay – Yes
- Foerster – Yes
- Garrett – Yes
- Bratton – Yes
- Lee – Yes
- Reeder – Yes
- Dorsch – No

Yes = 6

No = 1

Motion Carries. Approved.

(Board of Directors' Special Meeting – 1-29-07)

Ms. Connie Lee moved to direct the Board Chair to sign the addendum agreement.
Dr. Ron Foerster seconded.

Roll Call on Motion:

Overbay – Yes
Foerster – Yes
Garrett – Yes
Bratton – Yes
Lee – Yes
Reeder – Yes
Dorsch – Yes

Motion Carries Unanimous. Approved.

Adjourn back to Executive Session: 4:47 PM

ADJOURN: 5:05 PM

APPROVED;

ATTEST TO;

Mr. Donald V. Reeder, Board Chair

Dr. James E. Middleton, President

Central Oregon Community College

**NEW HIRE REPORT
 DECEMBER 2006 – JANUARY 2007**

Name	Date Hired	Job Title
Classified Full-Time		
Hedlund, Karinda	12/18/2006	Admin Assistant 1 - CAP
Musgrove, Brenda	12/18/2006	Financial Aid Specialist
Steiert, Cristi	1/1/2007	Office Specialist 2
Whitney, Joel	12/10/2006	Custodian
Classified Part-Time		
Neys, Andrea	1/15/2007	Accounting Assistant
Non-Faculty Nonbenefitted Ins		
Wyman, Margaret	12/1/2006	Childcare Provider
Part-Time Faculty		
Hetzler, Lara	1/8/2007	Intro to Massage Career
Kirk, B Diane	1/1/2007	Professor Human Develop
Pearcy, Samuel	1/10/2007	Fire Law
Pettersen, Daniel	1/8/2007	Water Dist. Systems
Wakefield, James	1/8/2007	Chemistry
Temporary Hourly		
Achim, Lisa	1/16/2007	A&P Tutor
Allyn-Feuer, Ari	1/8/2007	Math & Physics Tutor
Alonso, Dinora	12/1/2006	Computer Lab
Beasley, Clinton	1/16/2007	Math/Stats Tutor
Bingham, Nathaniel	1/26/2007	Organic Chemistry Tutor
Bishop, Samuel	1/19/2007	Bookstore Cashier
Blake, Ashley	1/8/2007	Spanish Tutor
Buck, William	12/1/2006	
Cagney, Kimberly	12/1/2006	CAP Door Monitor
Copsey, Jennifer	1/1/2007	Artist Model - clothed
Costandi, Maya	1/1/2007	Library
Covey, Korin	1/24/2007	Bookstore Cashier
Cruikshank, Jennifer	12/4/2006	
Dumas, Julia	1/8/2007	Notetaker
Frantum, Diane	12/11/2006	Bookstore Clerk
Hagen, Sean	12/1/2006	SFS Lab Asst
Lundgren, Wendy	1/9/2007	Metals Lab Assist.
Manion, Colleen	1/30/2007	Notetaker
Melamud, Emily	1/8/2007	Notetaker
Overman, Lia	1/12/2007	Lab Assist/Van Driver
Owen, Lucinda	1/8/2007	Lab Asst- MA
Palmer, Stacy	12/11/2006	Bookstore Cashier
Prentice, Robert	1/8/2007	Van Driver
Ring, Katie	1/8/2007	Notetaker
Rogers, Jason	1/23/2007	Unclothed Model
Rousseau, Gabriel	1/16/2007	Economics Tutor
Sitz, Allen	1/18/2007	Math & Forestry Tutor
Snyder, Adam	1/24/2007	Cashier
Thomas, Jessica	1/5/2007	Bookstore Cashier
Toigo, Anthony	1/8/2007	Notetaker

New Hire Report – December 2006 / January 2007 - continued

Workstudy

McCanna, Kaitlin
Mohs, Paul
Tengs, Jeffrey
Withers, Zachary

1/24/2007
1/8/2007
1/22/2007
1/11/2007

Cashier
Computer Lab Assist
Student Life
Computer Lab Attendant

Exhibit: 5.b2
March 14, 2007
Approved: ___Yes___No
Motion: _____

Central Oregon Community College

New Hire Report

FEBRUARY 2007

<u>NAME</u>	<u>DATE HIRED</u>	<u>JOB TITLE</u>
<u>Classified Part-Time</u>		
Barnett, Bradley	2/19/2007	Shuttle Driver
<u>Temporary Hourly</u>		
Sledge, David	2/1/2007	Simulator Instructor
<u>Temporary Salary Payment</u>		
Thielsen, Alice	2/3/2007	

Exhibit:
March 14, 2007
Approval____Yes____No
Motion_____

RESOLUTION

Prepared by: Matthew McCoy-Vice President for Institutional Advancement

A. Action Under Consideration

Approval of a list of naming opportunities for a new culinary facility.

B. Discussion/History

The College is working with the COCC Foundation to develop support for a new culinary facility. Approving a list of various naming opportunities in a culinary facility provides the COCC Foundation with greater ability to generate support for the project.

C. Options/Analysis

Approve the list of naming opportunities.

Decline to approve the list of naming opportunities.

D. Timing

Approving the naming opportunity list coincides with the COCC Foundation's efforts to develop support for the project in a timely fashion.

E. Recommendation

Be it resolved that the College approve the list of naming opportunities identified.

F. Budget Impact

There is a no direct budgetary impact from this decision.

<u>Naming Opportunity</u>	<u>Amount</u>
Culinary Arts Center	\$ 1,000,000
Culinary Restaurant	\$ 750,000
Demonstration Theatre	\$ 500,000
Kitchen	\$ 250,000
Baking Kitchen	\$ 250,000
Retail/Coffee Shop	\$ 150,000
Restaurant Lobby	\$ 100,000
Library/Computer Lab	\$ 100,000
Chef/Commissary/Staff Office	\$ 50,000
Private Dining Room	\$ 50,000
Private Dining Table	\$ 50,000
Demonstration Theatre Patio	\$ 50,000
Outdoor Dining Area	\$ 50,000
Additional Items	\$ 50,000
Additional Items	\$ 25,000

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

Prepared by: James R. Jones – Vice President and Chief Financial Officer.

A. Action Under Consideration

Approve employment contract for **David Dona**, Full-Time, Associate Chief Financial Officer.

B. Discussion/History

The employment contract for David Dona is for an administrative position. This position was filled through an external College search.

C. Options/Analysis

Approve the employment contract for David Dona.
Decline approval of the employment contract for David Dona.

D. Timing

For the period of February 19, 2007 to June 30, 2007.

E. Recommendation

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

F. Budget Impact

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

G. Miscellaneous

David Dona received both his master of business administration and bachelor of science, business, degrees from Southern Oregon University and is a certified public accountant. Most recently, Mr. Dona served as the vice president and chief financial officer of the High Desert Museum from 1997 to 2006. Prior to his accomplishments at the museum, he served as the director of business development at CTWS, Warm Springs, for over five years and as the associate controller/trust administrator at Reed College for the four years prior. Mr. Dona also has direct insight into the College as he served as an assistant business professor at COCC from 1982 to 1986.

Central Oregon Community College
Board of Directors

INFORMATION ITEM

Prepared by: David Bilyeu – Director of Library Services

A. **Issue**

Sabbatical Requests for 2007-08

B. **Discussion / History**

Stacey Donohue - Spring Term 2008

After 12 years of continuous, distinguished teaching, Stacey plans to revise approaches and resources for a wide range of courses that she teaches with the greatest focus on American literature courses. These courses are necessary in some majors but have recently experienced low enrollments, so the revitalization is timely.

Ken Mays – 2007-08 Academic Year

Ken plans to develop two additional automotive self-paced courses. These courses will be basic introduction courses to provide flexibility to students and efficiency in staff support. While on sabbatical, Ken will be attending four intensive short-term training courses. Ken will pursue a 6-week teaching opportunity (English for Living) in Islamabad, Pakistan, an opportunity for cultural awareness and personal growth.

CENTRAL OREGON COMMUNITY COLLEGE
Board of Directors

Prepared by: Cat Finney-Chair, Tenure Committee and Dr. Kathy Walsh-Vice President for Instruction

A. Action Under Consideration

Approve tenure for: Mr. Lew Cousineau; Dr. Amy Harper; Dr. Scott Hayes; Mr. William Hoppe; Dr. Eddie Johnson and Dr. Crystal McCage.

B. Discussion/History

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

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

Dr. McCage's tenure file could easily serve as a model for all future tenure files since her work is exemplary in every category. From a supportive and encouraging teaching style for developmental students to multiple publications showing rigorous scholarship, Dr. McCage is consistently successful—and she is equally successful in advanced writing courses as in developmental classes and just as good in literature classes as in writing classes. As an example of how comprehensive Crystal's successes are, where tenure candidates can demonstrate their merits in several ways (for example, either extensive curriculum development or extensive committee work can meet the "Service to College" category)—Crystal consistently does all of them. In fact, her file was so full of laudatory comments--from students, peers, and administrators--that it is difficult to pull something out to highlight. However, as educators, perhaps this student's comment typifies what we value most about Dr. McCage: "she made me feel like I could accomplish anything."

Mr. Lew Cousineau's file stood out for his passion for teaching and obvious dedication to his students. His technical knowledge and expertise is exemplary and he has shown an obvious desire to build teaching skills after moving to the community college environment from industry. Lew has demonstrated excellence in many ways over the last five years. These include being an early adopter

of hybrid course design on campus, receiving extensive technology training and introducing innovation into his classes like the tutorial videos developed with Camtasia software, working on assessment projects through a PEA grant and innovation project, and developing new curriculum.

Mr. Bill Hoppe's record of performance demonstrates his outstanding skill as an instructor. Both student and peer evaluations highlight his talent at creating a warm and collegial classroom environment. During the last five years he has served as an energetic and effective advocate for COCC within the Central Oregon arts community and has nurtured connections with local and statewide public school art instructors as well as with regional art colleges and community college arts programs. Bill's file also highlights his valuable service to the College as well as the community especially in leading campus arts acquisitions and exhibitions.

Dr. Scott Hayes' file presents an experienced, enthusiastic and thoughtful instructor with student evaluations praising his business savvy and connection with "real world" accounting. Scott has demonstrated remarkable leadership on campus in the area of assessment. An additional highlight of Scott's tenure file has been his energetic efforts to infuse technology within his courses.

Dr. Amy E. Harper is a wonderful addition to the COCC faculty. She has made important contributions to curriculum, improving existing courses and developing new offerings. She has been on major committees, including the Diversity Committee. Active in the greater Central Oregon community, she is a much sought after speaker. Impressively, she has participated in national and international conferences, traveling to England, Germany, Spain and France as an invited contributor.

Dr. Eddie Johnson's exemplary file highlights outstanding success in his primary assignment. Literally hundreds of students have commented that his teaching style is lucid, provocative and challenging. His professional development activities ranging from publications to development of a human cadaver lab are commendable. Dr. Johnson's high professional standards, diligence and honesty working with colleagues and as a member of key committees identify him as a campus leader.

C. Options/Analysis

Grant tenure to Mr. Lew Cousineau; Dr. Amy Harper; Dr. Scott Hayes; Mr. William Hoppe; Dr. Eddie Johnson and Dr. Crystal McCage.

Decline granting tenure for Mr. Lew Cousineau; Dr. Amy Harper; Dr. Scott Hayes; Mr. William Hoppe; Dr. Eddie Johnson and Dr. Crystal McCage.

D. Timing

Tenure is effective with the 2007-08 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College grants tenure to Mr. Lew Cousineau; Dr. Amy Harper; Dr. Scott Hayes; Mr. William Hoppe; Dr. Eddie Johnson and Dr. Crystal McCage.

F. Budget Impact

None

Exhibit: 5.h
March 14, 2007
Approved: ___ Yes ___ No
Motion: ___

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

Prepared by: Julie Smith-Executive Assistant, President and Board of Directors

A. Action Under Consideration

2nd Reading, Approval of proposed revision to
Board Policy GP11: Board Monitoring/Evaluation (1st Reading Nov. 8, 06)

B. Discussion / History

Old Language: The Board will evaluate its compliance with the Governance Process Policies at the Annual Fall Board Retreat.

The Board will set its annual goals and personal professional improvement plans at the annual Fall Retreat and review them at the January meeting and as part of the Board evaluation.

The Board of Directors at its March meeting will monitor the achievement of The Ends Policy and make any changes. The Board will seek community feedback on the Ends Policy. The President will submit a summary of the achievement of the Ends policy to the March quarterly meeting. Interim quarterly meetings will include a written report on selected Ends.

The College's Ends Policies will be submitted to the College Affairs Committee each Fall for feedback prior to the March meeting.

New Language: The Board will complete a self evaluation annually, normally at the fall retreat.

The Board of Directors at its annual meeting will review the General, Board-President relationship, Executive Limitations, and Statutory Policies and make changes as necessary.

C. Options / Analysis

Approve policy revision
Decline approval of policy revision

D. Timing

Approval allows for immediate implementation

E. Recommendation

Be It Resolved that the Board of Directors of Central Oregon Community College does hereby approve the proposed language change to GP 11.

F. Budget Impact - None

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Kathy Walsh-Vice President for Instruction

A. Action Under Consideration

Approve the contract for **James Ellis**

B. Discussion/History

The full time tenure track contract for James Ellis is a replacement position and was filled through a national search.

C. Options/Analysis

Approve the contract for James Ellis

Decline approval of the contract for James Ellis

D. Timing

For the 2007-08 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approves the contract for James Ellis for the academic year 2007-08.

F. Budget Impact

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

G. Miscellaneous

JAMES ELLIS

Assistant Professor I, Accounting – General Business

James Ellis is currently a one-year temporary instructor of Accounting – General Business here at COCC. Before James came to COCC he spent 28 years in private industry and education. During that time he worked in product and business development for IBM, Evan (Software), Webvan (e-commerce merchandising), Albertson (logistics and procurement) and Bank of America (assistant controller) along with others.

Prior to coming to COCC, James was the Dean of the School of Business at Bay State College in Boston, MA, after having served on the faculty there. Originally starting his education at Salt Lake City Community College where he received an AAS degree in Accounting, he now has a MS in International Business from Southern New Hampshire University as well as a BS in Accounting and Behavioral Science from Westminster College. Jim completed his MBA at Westminster College in Utah. He hopes to finish his dissertation and receive his PhD this coming year in International Business.

Central Oregon Community College

RESOLUTION

Prepared by: Kathy Walsh-Vice President for Instruction

A. Action Under Consideration

Approve the contract for Michael McCann.

B. Discussion/History

The two-term temporary instructor of Geography is a sabbatical replacement position.

C. Options/Analysis

Approve the contract for Michael McCann.

Decline approval of the contract for Michael McCann.

D. Timing

For the 2006-07 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approves the contracts for Michael McCann for two terms beginning winter 2006.

F. Budget Impact

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

G. Miscellaneous

Michael McCann

Two-Term Temporary Instructor of Geography

Michael McCann has a Master's Degree in Geography from Georgia State University with a specialization in Physical Geography. At Georgia State University the emphasis was placed on broad based geographic learning. Michael's extensive travel to 18 foreign countries as well as 49 U.S. states has given him first hand experience on the Geography that he teaches. Michael McCann has taught Geography as a part time instructor at COCC for 5 terms.

**CENTRAL OREGON COMMUNITY COLLEGE
INFORMATION ITEM**

Prepared by Institutional Research Office, Brynn Pierce & Chris Egertson

A. Issue

**Campus Indicators
2007- Edition 2
Fall 2006 End of Term Enrollment**

B. Discussion/History

**All 17 Oregon Community Colleges
Total End of Term FTE Fall 2005 vs. Fall 2006**
(organized greatest percent increase to greatest percent decrease)

The FTE numbers reflect the application of a "hold harmless" formula designed to equate FTE between colleges with 11 and 12 week fall terms.

College	Fall 2005 Total FTE FINAL	Fall 2006 Total FTE (03/01/07)	increase/ decrease	Percent increase/ decrease
Tillamook Bay	90.51	110.57	20.06	22.16%
Oregon Coast	141.58	164.06	22.48	15.88%
Rogue	1,362.67	1,553.92	191.25	14.04%
Lane	3,630.71	3,784.09	153.38	4.22%
Clackamas	2,289.59	2,350.13	60.54	2.64%
Portland	7,289.96	7,339.11	49.15	0.67%
Blue Mountain	780.55	779.89	-0.66	-0.08%
Chemeketa	3,402.07	3,393.59	-8.48	-0.25%
Southwestern Oregon	1,097.98	1,091.19	-6.79	-0.62%
Columbia Gorge	318.62	316.05	-2.57	-0.81%
Treasure Valley	857.47	839.32	-18.15	-2.12%
Umpqua	1,125.92	1,099.79	-26.13	-2.32%
Mount Hood	2,760.70	2,695.09	-65.61	-2.38%
Linn-Benton	2,139.07	2,085.94	-53.13	-2.48%
Klamath	427.01	412.17	-14.84	-3.48%
Central Oregon	1,341.22	1,292.00	-49.22	-3.67%
Clatsop	506.08	443.03	-63.05	-12.46%
Total	29,561.71	29,749.95	188.24	0.64%

Source: Oregon Community College Unified Reporting System (OCCURS) as of 3.01.07

**COCC End of Term FTE
Fall 2005 vs. Fall 2006**

	Fall 2005	Fall 2006	increase/ decrease	% increase/ decrease
Total Credit	1162.01	1113.88	-48.13	-4.1%
Total Non-Credit	179.21	178.12	-1.09	-0.6%
COCC TOTAL FTE	1341.22	1292.00	-49.22	-3.7%

Source: COCC Student Information System as of 2.27.07

**All 17 Oregon Community Colleges
Total End of Term Unduplicated Headcount Fall 2005 vs. Fall 2006**
(organized greatest percent increase to greatest percent decrease)

College	Fall 2005 Unduplicated Headcount FINAL	Fall 2006 Unduplicated Headcount (03/01/07)	increase/ decrease	Percent increase/ decrease
Rogue	7,491	9,801	2,310	30.84%
Oregon Coast	789	881	92	11.66%
Linn-Benton	10,933	11,523	590	5.40%
Lane	17,861	18,806	945	5.29%
Clatsop	2,763	2,906	143	5.18%
Tillamook Bay	960	1,007	47	4.90%
Clackamas	11,220	11,706	486	4.33%
Columbia Gorge	2,258	2,349	91	4.03%
Umpqua	6,899	7,032	133	1.93%
Portland	40,873	40,764	-109	-0.27%
Chemeketa	25,197	25,070	-127	-0.50%
Mt. Hood	13,602	13,245	-357	-2.62%
Klamath	2,164	2,098	-66	-3.05%
Blue Mountain	4,999	4,752	-247	-4.94%
Southwestern Oregon	5,746	5,411	-335	-5.83%
Central Oregon	8,716	8,122	-594	-6.82%
Treasure Valley	4,256	3,852	-404	-9.49%
Total	166,727	169,325	2,598	1.56%

Source: Oregon Community College Unified Reporting System (OCCURS) as of 3.01.07

**COCC
End of Term Unduplicated Headcount
Fall 2005 vs. Fall 2006**

If a student is taking both credit and non-credit courses they will default to a credit student status

	Fall 2005	Fall 2006	increase/ decrease	% increase/ decrease
Full-time Credit	1486	1317	-169	-11.4%
Part-time Credit	3142	3220	78	2.5%
Total Credit	4628	4537	91	-2.0%
Total Non-Credit	4088	3585	-503	-12.3%
COCC Total Headcount	8716	8122	-594	-6.8%

Source: COCC Student Information System as of 2.27.07

The complete **COCC Fall 2006 End of Term Enrollment Report** is available at the following site:
<http://rap.cocc.edu/ResearchData/default.aspx>

Central Oregon Community College
Board of Directors

INFORMATION ITEM

Prepared by: Dr. Stacey Donohue-Professor of English
Chair of Accreditation Planning and Review Committee

Executive Summary

Since 2002, Central Oregon Community College has strengthened its commitment to its core values of student success, integral connection to Central Oregon communities and economies, fiscal stability, and diversity. The Board of Directors has periodically reviewed the goals for the college and has reaffirmed these core values, articulating them in greater detail in the Vision Concept Paper (last revised in May 2005). Our growing focus on assessment of all levels of activity has clearly provided a tool to measure our progress on the journey to becoming a learning college serving the growing and dynamic communities of Central Oregon.

In 2002, COCC had its Self Study visit, and was asked to respond to the five recommendations from that visit during a 2004 Focused Visit. The recommendations from the 2002 evaluators are identified in Part A of this report as well as the 2004 evaluator's update on the college's progress on each of the five recommendations. The combined recommendations in bold are followed by a summary of COCC's progress as of early 2007. Briefly stated:

- Recommendation 1: The college has expanded the resources devoted to assessment and routinely requires supporting data in all decision making processes. Areas for future change include the completion of an institutional strategic plan; building student learning data; and connecting the levels of assessment throughout the college. Following the General Conclusions to the Recommendations in this report is an overview of data driven decision making at COCC and self evaluation of such assessment at COCC at all levels, including next steps.
- Recommendation 2: Related instruction is now clearly evident in all continuing and new professional/technical certificate and degree programs.
- Recommendation 3: Instructional assessment has been expanded through training activities and through facilitation including financial support. Our distribution list has been revised after several years of collecting and analyzing data. General education or degree outcomes have been drafted and approved, and as a result, some programs are beginning to align their program outcomes with the general education outcomes, and many faculty are revising course outcomes to also better align with these outcomes. Note that in the report, this recommendation and Recommendation #1 are addressed together in the General Conclusions section of Part A including next steps.
- Recommendation 4: Student services are now available in all areas of the district, including staff who are regularly available at our North Campus. In addition, students across the district are now able to check their degree progress online. Finally, Student Affairs has begun to implement consistent assessment of their activities to ensure we are meeting students' needs across the district. Next steps are to make assessment a more systematic part of the work of Student Affairs.

- Recommendation 5: A commitment has been made to ensure stability in all academic programs by hiring full time faculty for all programs.

In Part B of this report we address changes in the nine standard areas since 2002.

- Standard 1 identifies our revised Vision Concept Paper, the Mission statement and Board Goals, and the annual Institutional Effectiveness Reports as our institution-wide planning tools. Results of such planning are summarized.
- Standard 2 describes the expansion of credit classes into the high schools, the development of online and hybrid course delivery systems since 2002, as well as changes related to other areas of instruction such as community learning and adult basic education.
- Standard 3 identifies changes in admissions and records, and student support and non-academic services. Such changes were made to address concerns such as low graduation rates, an increase in traditional-age students at COCC, and ongoing development of our Career Services, Advising and Personal Counseling Center.
- Standard 4 details changes and clarifications in our faculty professional improvement program and summarizes our faculty evaluation process. Changes in faculty benefits, salaries and characteristics are summarized in this section (with references to relevant charts in the Appendix of this report).
- Standard 5 summarizes changes in library services, including a planned increase in hours and available online databases, as well as an overview of the expanded mission for the college library. Changes in academic computing support and information technology are also addressed.
- Standard 6 identifies changes in leadership since 2002, and emphasizes our ongoing commitment to the college's mission and goals.
- Standard 7 confirms the college's strong fiscal management and health, while also noting future budget concerns including a statewide distribution formula that will reduce the amount of state aid to COCC over the next six years. This section identifies plans to mitigate the eventual loss of state funds.
- Standard 8 lists recently completed maintenance projects as well as an overview of renovation and construction projects anticipated in the next three years, including a new Science Allied Health building and a new Campus Center Building.
- Standard 9 summarizes the college's policies and procedures for ensuring high ethical standards institution-wide.
- This report concludes with an Appendix, a selection of relevant charts and information related to the discussions within this report. Additional appendices are available on the web as noted within this report or will be made available to evaluators as needed.

Overall, COCC is making purposeful changes, appropriate to our mission and goals, and we are doing these changes much more efficiently because our shift to data driven decision making enables us to hit our targets better. Given our financial challenges, we are proud to be maintaining our quality and our nimbleness in these ways.

Exhibit: 7.a
March 14, 2007
Approval: ___Yes___No
Motion: ___

Central Oregon Community College

RESOLUTION

Prepared by: Ron Paradis, Director of College Relations

A. Action Under Consideration

Appointment of Budget Committee Member

B. Discussion / History

Dennis Sargent, Budget Member from Zone 3, term expired 6-30-06. He chose not to seek re-appointment.

Evan B. Dickens (see attached resume) has applied for Zone 3 – Redmond area. This is a three year term, expiring 6-30-09.

C. Options /Analysis

Accept recommendation
Reject recommendation

D. Timing

Acceptance today allows member to assume new position at the First Budget Meeting on March 14, 2007.

E. Recommendation

Be It Resolved that the Board of Directors of Central Oregon Community College Appoint **Evan B. Dickens** as Zone 3 Budget Committee Member.

EVAN B. DICKENS, CPA

Objective

Seeking position on Central Oregon Community College Budget Committee for 2007.

Professional Experience

November 2002 - present

Jones & Roth, P.C., Bend, Oregon. Senior Accountant.

- Serve as in-charge frequently on large financial statement projects including compilations, reviews, and audits.
- Experience with QuickBooks consulting for small businesses.
- Experience working with clients in multiple areas including agriculture, retail, manufacturing, and nonprofit, with significant industry-specific knowledge related to construction contractors.
- Extensive experience in preparing complex business and individual tax returns
- Regularly assists with budgeting and financial consulting projects for business clients.

Memberships in Professional Organizations & Community Involvement

- American Institute of Certified Public Accountants, Member
- Oregon Society of Certified Public Accountants, Member
- Redmond Habitat for Humanity, Vice President 2006-07
- Redmond Chamber Ambassadors, Chairman 2007
- Redmond Assembly of God, youth worker and volunteer

Education and Certification

- George Fox University, BA, Accounting and BA, Business Administration
- Licensed as a Certified Public Accountant in Oregon

Central Oregon Community College

INFORMATION ITEM

Prepared by: Matthew McCoy – Vice President for Institutional Advancement

A. Issue

Meeting underserved needs in the district through increased access opportunities.

B. Discussion/History

At the fall 2006 planning retreat of the Central Oregon Community College Board of Directors a number of topics were identified for future discussion by the Board. One of the topics identified is meeting the underserved needs in the College district.

Central Oregon Community College has a strong commitment to serving the needs of all area residents and increasing access by removing barriers to education, whether they are barriers created by distance, finances, academic background, race or ethnicity. Through both long-standing and new and innovative programs and services, COCC hopes to increase participation among members of the various groups who have been traditionally underserved.

Attached is a brief summary of current and future initiatives designed to increase access to College programs among members of traditionally underserved groups in the district. Also included for consideration is demographic information and placement test results.

The information was prepared by staff, including:

Mary Jeanne Kuhar – Instructional Dean
Alicia Moore – Interim Dean of Student and Enrollment Services
Carol Moorehead – Dean of Continuing Education and Extended Learning
Ron Paradis – Director of College Relations
Brynn Pierce – Institutional Researcher
Kathy Walsh – Vice President for Instruction
Beth Wickham – Business Development Center Director

Meeting Underserved Needs through Access Opportunities

March 14, 2007

Introduction

Central Oregon Community College has a strong commitment to serving the needs of all area residents and increasing access by removing barriers to education, whether they are barriers created by distance, finances, academic background, race or ethnicity. Through both long-standing and new and innovative programs and services, COCC hopes to increase participation among members of the various groups who have been traditionally underserved.

Demographics

[SEE ATTACHED POPULATION/ENROLLMENT TABLES]

Current - Ongoing Initiatives

Adult Basic Education & College Preparation - Academic preparation for students needing basic skills training and/or preparation for completing a GED or high school diploma; includes English language learning.

- ELL - English Language Learning for people from other countries, who want to learn to speak, read and write English; includes Even Start, a family literacy program.
- Citizenship Prep - Instruction in English for immigrants who want to earn their US citizenship
- GED Prep/College Prep - General Education Development for people who have not completed high school and want to take the GED exam; skills improvement in reading, writing, and math.
- High School Diploma - Adult high school for those wanting to earn a COCC high school diploma. High School Courses Program - High school courses for public school students with counselor referrals who want to take courses to meet their high schools' requirements
- COCC Computer Labs - Open labs free to COCC students and to the public in Prineville, Madras and La Pine.
- Transitions to College – For basic skills students considering enrolling in College classes

Advising & Counseling - COCC's CAP Center provides career, academic and personal counseling to all students, as well as coordinating COCC's placement testing services. CAP Center counselors, along with assistance from faculty advisors and Admissions & Records Staff, are the first-point-of-contact for all incoming certificate- or degree-seeking students, coordinate the pre-advising workshop, offer placement testing on the Bend and Redmond campuses as well as in all in-district high schools. The CAP Center also contracts with St. Charles Medical Center to provide mental health counseling and has an on-site certified career counselor; all services are free to all students.

Bookstore Online Access - May purchase textbooks and selected supplies online: www.cocc.edu/bookstore Processed three ways: 1) pre-paid picked-up at bookstore, 2) pre-paid shipped to student, or 3) reserved (held in the bookstore), picked-up, and paid for in the bookstore

(highest use). Considering possibility of all students using their bookstore credit for pre-paid or shipped online orders - currently cannot because of signature verification requirements. Financial aid students can reserve books online and pick up at the bookstore. Secured site overseen by COCC ITS Dept., managed by bookstore, allows Visa, MC, Discover, checks and cash payments.

College Bound - College Bound is an event aimed at encouraging fifth graders from lower-income Central Oregon elementary schools that college is possible, no matter their background. The Admissions & Records Office coordinates up to ten professionals to speak with students about different careers and the importance of education to those careers. Students apply to COCC, get a letter of admission, get a scholarship to attend COCC for a day; and spend a day on the COCC campus taking classes from COCC faculty, meeting with current students, touring the campus and related activities. COCC also sponsors a mini-graduation ceremony for students and their parents. The event started in 1999 and participants of the first program started classes fall 2006.

“College Knowledge” Workshops & “College Success Program”, Redmond High School - COCC hosts various “college knowledge” workshops throughout Central Oregon, with topics focusing on searching for scholarships; choosing a college; differences between public and private, two-year and four-year institutions; financial aid; and related college and university information. The goal of these workshops is to provide participants with the tools needed to make the right decision about their higher education options. In cooperation with Redmond High School, COCC’s Admissions & Records Office started a year-long workshop series in fall 2006, with eight workshops scheduled throughout the academic year.

Continuing Education

- **Business Development Center** - Offers *free* business advising at the Redmond campus weekly. Clients come from Madras, Prineville and Redmond.
 - **Small Business Management** program enrollment and visits to the business sites including businesses outside of Bend.
- **On-line Classes** – Continuing Education provides access to hundreds of non-credit skill building classes on-line averaging 40 students enrolled per month.

Developmental Course Work - Nationwide, fully 50% of high school graduates enter community colleges needing remediation in basic skills areas (reading, writing, and/or math) before they are able to succeed in college level work. To enable high school students the opportunity to take additional math and writing courses in high school to prepare for college, we are giving placement tests in many high schools early in a high school student’s career. We offer literacy-based writing courses and a range of developmental mathematics courses, beginning in ABE and continuing into over a year of non-transfer credit instruction. Because the need for such courses is even higher in certain outlying areas of the district, we are experimenting with a variety of modes of delivery to make these courses available. For the past three years we have provided all developmental levels of math in and on-line format with tutoring assistance at both the Bend and Redmond campuses. We find that the courses further both longer term college completion goals and short term employability goals.

Financial Aid Services - COCC’s Office of Student Financial Aid coordinates the federal financial aid programs (Stafford loans, Parent Plus Loans, Pell Grants, Oregon Opportunity Grants, Oregon Educational Opportunity Grants and Work-Study) and the Foundation Scholarship program; provides personal financial aid and financial assistance counseling; coordinates the Turner and Luminary Fund emergency scholarship program; and offers financial aid, scholarship and financial planning workshops.

Library Online Access - Approximately 4,000 e-books, 500 e-journals, 50 databases. 24/7 access to our catalog, the Summit catalog, e-reference, e-reserves, e-interlibrary loan requests. This does not include such things as links to online government publications through the catalog or our government documents website.

Mosaic - COCC and OSU-Cascades coordinate an on-campus recruiting event for high school students of color. The primary purpose of the event is to give students an opportunity to visit the Bend campus and get a feel for college-life by participating in classes taught by COCC and OSU-Cascades

faculty, meeting with current COCC students, touring the campus and related activities. Nearly 100 high school students and their counselors attended Mosaic this year.

Native American Program - COCC's Native American program works to ensure a successful college experience for Native American students by providing personal support services, culturally enriching activities, academic advising and registration assistance. Another function of the Native American Program (NAP) is to bring forth concerns and recommendations and act upon them to foster a welcoming and positive learning environment, as well as working to increase understanding of native issues both on campus and beyond.

Radiology Technician – With the help of DOLETA funding, Linn Benton Community College and COCC partnered to provide a distance education opportunity for students living in Central Oregon to obtain an AAS degree in Radiation Technology. Students were assisted in completing program prerequisites by the Allied Health Advisor in the CAPS Center. Rural hospitals in Madras and Prineville identified incumbent workers who were part of the first cohort of students. The program plans to admit additional 3-4 student cohorts fall of 2007 and potentially fall 2008.

Testing & Tutoring - This student centered learning resource provides tutoring (at no additional charge to credit students) in twenty subjects with 74 hours/week availability. Tutoring in eight areas is available on the Redmond Campus, to reduce the geographic challenge for students, and we are considering ways of providing service in more locations via distance (at this point, phone tutoring is available for students unable to get to either campus). Various ethnicities are served through the provision of math and Spanish language tutoring in the Multi-Cultural Center, ESL tutoring in the writing lab.

Veteran Services - COCC provides a full-time position dedicated to helping veterans with their educational funding, coordinating visits with a Veterans' Affairs advisor, tracking veteran progress towards degrees and helping to ensure they meet federal veteran funding requirements.

Current – Recent Initiatives

“Achieve Your Dream” Scholarship Program - In spring 2006, COCC created the “Achieve Your Dream” scholarship targeted toward students with a “mid” level of financial need (meaning that they are not in a low enough income bracket to qualify for grants, but aren't in so high of a bracket that they can pay college expenses out-of-pocket), as research shows that this population tends to be the group that will put off their education due to financial constraints and lack of federal aid. The \$1,000 scholarship was awarded to 59 students for fall term and initial assessment results show that compared to the overall student population, AYD students registered for and completed a higher number of credits, had a slightly higher GPA and had a higher retention rate. As a result, Admissions & Records and Financial Aid will continue to work with the Foundation to strategically award scholarship dollars to help the institution reach its enrollment targets and more importantly, help students meet their educational goals.

College Now/Tech Prep - The College Now/Tech Prep program offers high school students, working with their high school teachers, the opportunity to gain the essential skills needed for many technical fields.

College Now/Transfer - COCC is working with area high schools to offer college-level general education transfer courses in the high school. Courses are articulated with College faculty and taught by high school teachers exclusively for high school students.

Continuing Education

- **Customized Training** - We recently trained eighty individuals for the Madras school district in Spanish for Educators; provided ELL training in Prineville for Contact Lumber

- **Continuing Education /Community Learning** - In a partnership with the Crook County Foundation we are offering Leadership Crook County, a nine month program to develop the skills of future community leaders. We are delivering Spanish for Educators in Redmond.
- **Redmond Student Services** - Services to students in Redmond have expanded to keep pace with the growing population; advising, placement testing, financial aid information are all available along with registration and cashiering.
- **Services to Warm Springs** - In collaboration with OSU's Extension Services and the Early Childhood Education program at Cascades campus, COCC is providing placement testing, advising and classes for students who have determined they want to seek post-secondary education.

Expanded Online/Hybrid Course – Recognizing a desire from students to have choices about educational delivery options, COCC offers selected courses in online and/or hybrid formats. Online courses are delivered via web-based technology and offer students the opportunity to complete all coursework through this format. Hybrid courses (as offered currently) combine face to face instruction with additional web based learning opportunities. This year, 46 online and 12 hybrid courses are offered. For 2007/2008, these options expand with the addition of 10 new online and 25 new hybrid courses.

Expanded Options - This program allows students to take college classes and the high school pays for associated tuition, fees and books.

High School Options

- Concurrent enrollment – High School students can Take up to 11 credits at COCC whether the class is offered on the Bend or Redmond campuses, or in other locations in Central Oregon. Students pay full tuition and fees and register just like any other college student.
- Contracted Concurrent - Some high schools may opt to contract with COCC to offer a specific transfer course to a group of their students. Tuition and fees will vary, based on the contract with the high school. We are currently providing classes on request in the Sisters and Crook County High Schools.

Multicultural Center / Diversity Coordinator - COCC created a Multicultural Center, accessible for all students, approximately five years ago. The primary mission of the center is to provide a safe and supportive atmosphere for all students and create a greater awareness of diversity issues. Beginning fall 2006, COCC also created a half-time temporary Diversity Coordinator position whose primary responsibilities include providing personal and academic support services for students, working with Human Resources to ensure that applicant pools reflect the diversity of Central Oregon, working with faculty on multicultural curriculum projects and coordinating special events to increase the understanding of diversity issues for the campus and community.

Oregon Leadership Institute - This program works with the local Latino community to expand and extend COCC's Latino educational and developmental mentoring program. Because of an influx of Hispanics into Central Oregon, COCC is motivated to continue these efforts by increasing the number of high school and middle school students exposed to the program. This program expansion, generously supported by a grant from the Braemar Charitable Trust, helps provide younger students with tools for academic success, leadership and civic engagement. Approximately 30 students per term attend on campus sessions with COCC faculty and students that emphasize leadership, team work, conflict resolution, career exploration and community participation.

Future Initiatives

Continuing Education - QuickBooks software is now available in Madras, Sisters, Prineville, La Pine and Redmond. We have applied for a grant to supplement these classes in rural areas by providing individual coaching for the businesses and to assist them with implementation. We have applied for a

grant through USDA for scholarships for rural area students enrolled in health care courses such as Phlebotomy and Pharmacy Tech training.

Expanded Courses in Redmond - To better serve the northern region of the district, in 2007-08 COCC is doubling the number of credit classes offered on the Redmond Campus and leading to the AAOT.

Facilities Plan - The facilities Master Plan of 2002-12 being updated to aid in vision for the near future - 2006 to 2012. Review committee updating plan for Awbrey Butte Campus to accord with vision of a campus inviting to students and visitors, conducive to learning, and promoting a sense of secure and usable place. Planned facilities beyond Bend – Madras, Prineville and possibly other areas – remain as previously recommended. Update intended to integrate new or improved buildings and way finding with existing site contours, maximize pedestrian use and minimize vehicle traffic, integrate signage, and place new buildings to create inviting walkways and comfortable gathering areas. Update will be presented to the College through internal governance process for review and refinement before finalizing.

Gilchrist High School – COCC is a partner with GHS as it seeks funding for a National Rural Scholars Program to assist underserved low-income youth to improve academic performance, graduate from high school and obtain a college education.

La Pine Business Training - Continuing Education along with La Pine's chamber of commerce is surveying membership to determine what additional business related classes should be scheduled.

Madras Willow Creek Community School - COCC staff sits on the curriculum design committee and will be providing curriculum articulation assistance to help assure graduates are "college ready".

"Step Up to College" - In collaboration with local school districts COCC is developing a program to offer classes and services to former high school dropouts. Students earn a high school diploma and college credits.

Student & Community Outreach Coordinator - COCC is currently in the process of hiring a Student & Community Outreach Coordinator position whose primary responsibilities will be to provide enrollment and academic support to COCC students from the Prineville, Madras and Redmond communities. This position will also coordinate recruiting and outreach activities and represent the College at various community events. Anticipated hiring date is mid-March.

Student Services in Redmond - Since the fall of 2005, a financial aid staff member has spent two days per week at the Redmond campus providing personal financial aid assistance to students and a CAP Center academic advisor is scheduled for four hours per week for on-site academic advising. Beginning fall 2006, Enrollment Services and the CAP Center partnered to expand student services at the Redmond Campus by providing workshops on topics such as financial aid, choosing a major, searching for scholarships; hosting orientation sessions about COCC's nursing program; scheduling admissions advising appointments and COCC open house/admissions programs; and related activities. Over 75 students participated in these programs.

TheCollegePlace/ECMC - COCC recently partnered with the Educational Credit Management Corporation (ECMC) to provide administrative overhead, office space and related support for "The College Place". TCP's primary purpose is to provide college information to Central Oregon high school students or other community members from low-income families, first-generation college students, minority student or other at-risk populations. While the goal is to encourage all students that college is possible, regardless of the student's choice of institutions, efforts in other areas of the country show a positive enrollment impact for the host institution.

**2005 COUNTY POPULATION ESTIMATES vs. 2005-06 COCC ENROLLMENT
BY ETHNICITY**

	COUNTY		COCC ENROLLMENT							
	COUNTY POPULATIONS (2005 estimate)		CREDIT			Adult Basic Education / College Preparation			Community Learning	
	Number	%	Number	%	Penetration	Number	%	Penetration	Number	% TOTAL
Crook										
African American/Black	22	0.1%	0	0.0%	0.0%	1	0.9%	4.5%	447	6.1%
Asian/Pacific Islander	88	0.4%	0	0.0%	0.0%	3	2.6%	3.4%		
Caucasian/White	20,125	91.2%	281	85.9%	1.4%	46	40.4%	0.2%		
Latino/Hispanic	1,456	6.6%	12	3.7%	0.8%	43	37.7%	3.0%		
Native American/Indian	243	1.1%	8	2.4%	3.3%	3	2.6%	1.2%		
Unknown/Some Other Race	133	0.6%	26	8.0%	NA	18	15.8%	NA		
Total	22,067	100.0%	327	100.0%	1.5%	114	100.0%	0.5%		
Deschutes										
African American/Black	565	0.4%	21	0.4%	3.7%	4	0.5%	0.7%	6,326	85.6%
Asian/Pacific Islander	1,414	1.0%	80	1.4%	5.7%	26	3.3%	1.8%		
Caucasian/White	128,940	91.2%	4,849	86.6%	3.8%	242	30.3%	0.2%		
Latino/Hispanic	7,352	5.2%	201	3.6%	2.7%	388	48.6%	5.3%		
Native American/Indian	1,696	1.2%	84	1.5%	5.0%	9	1.1%	0.5%		
Unknown/Some Other Race	1,415	1.0%	364	6.5%	NA	130	16.3%	NA		
Total	141,382	100.0%	5,599	100.0%	4.0%	799	100.0%	0.6%		
Jefferson										
African American/Black	71	0.4%	1	0.2%	1.4%	2	0.8%	2.8%	613	8.3%
Asian/Pacific Islander	71	0.4%	3	0.7%	4.2%	4	1.6%	5.6%		
Caucasian/White	12,975	64.3%	198	48.3%	1.5%	30	12.2%	0.2%		
Latino/Hispanic	3,789	18.8%	80	19.5%	2.1%	134	54.5%	3.5%		
Native American/Indian	3,267	16.2%	99	24.1%	3.0%	51	20.7%	1.6%		
Unknown/Some Other Race	0	0.0%	29	7.1%	NA	25	10.2%	NA		
Total	20,173	100.0%	410	100.0%	2.0%	246	100.0%	1.2%		
OVERALL TOTAL	183,622		6,336			1,159			7,386	
COCC DISTRICT										
African American/Black	658	0.4%	22	0.3%	3.3%	7	0.6%	1.1%		
Asian/Pacific Islander	1,573	0.9%	83	1.3%	5.3%	33	2.8%	2.1%		
Caucasian/White	162,040	88.2%	5,328	84.1%	3.3%	318	27.4%	0.2%		
Latino/Hispanic	12,597	6.9%	293	4.6%	2.3%	565	48.7%	4.5%		
Native American/Indian	5,206	2.8%	191	3.0%	3.7%	63	5.4%	1.2%		
Unknown/Some Other Race	1,548	0.8%	419	6.6%	NA	173	14.9%	NA		
OVERALL TOTAL	183,622	100.0%	6,336	100.0%	3.5%	1,159	100.0%	0.6%		

OVERALL PENETRATION 8.1%

Notes: Academic year is Summer 2005 through Spring 2006. County residence is determined by mailing address. If a student had more than one county listed during this time period, they were categorized by their first listing. The same for ethnicity.

Source: The county population and race/ethnicity information was gathered from the U.S. Census Bureau State & County Quick Facts and based on a 2005 estimate: <http://quickfacts.census.gov/qfd/states/41000.html>. The population numbers are estimates based on the percentage to the overall county population.

**2005 COUNTY POPULATION ESTIMATES vs. 2005-06 COCC ENROLLMENT
AGE & GENDER**

	COUNTY	COCC ENROLLMENT		
	COUNTY (2000 estimate)	CREDIT	Adult Basic Ed / College Prep	Community Learning
<i>Crook</i>				
Median Age	39.0	23	27	49
Average Age	NA	27	30	48
% of County 18+	73.4%			
Male	49.3%	35.8%	24.6%	33.3%
Female	50.7%	63.3%	74.6%	58.2%
Unknown	NA	0.9%	0.9%	8.5%
<i>Deschutes</i>				
Median Age	38.3	24	26	49
Average Age	NA	28	29	48
% of County 18+	75.2%			
Male	49.3%	41.4%	42.1%	31.5%
Female	50.7%	58.1%	54.4%	63.0%
Unknown	NA	0.5%	3.5%	5.5%
<i>Jefferson</i>				
Median Age	34.8	20	27	46
Average Age	NA	24	30	45
% of County 18+	70.2%			
Male	50.2%	56.1%	37.0%	34.3%
Female	49.8%	43.4%	61.0%	62.5%
Unknown	NA	0.5%	2.0%	3.3%

Note: The COUNTY Male/Female percentages are based on the county population 18 and over. The COCC ENROLLMENT Male/Female percentages are based on total enrollment, regardless of age.

Source: The county population and race/ethnicity information was gathered from the U.S. Census Bureau State & County Quick Facts and based on a 2000 estimate (2005 estimates were not available for all three counties)

ASSET Placement Test Results Fall 2006

Credit students who took the ASSET placement test prior to enrolling fall 2006 (placement test scores dated between May 1, 2006 and September 30, 2006)

	Writing			Numerical			Elementary Algebra			Intermediate Algebra			College Algebra		
	Score	#	% of total	Score	#	% of total	Score	#	% of total	Score	#	% of total	Score	#	% of total
Developmental	23-42	380	48.4%	23-55	172	100.0%	23-55	216	100.0%	23-51	279	100.0%	23-34	86	52.1%
College Level	43-55	405	51.6%							52-55	0	0.0%	35-55	79	47.9%
	Total	785		Total	172		Total	216		Total	279		Total	165	

Exhibit: 8.b
March 14, 2007
Approve: Yes___ No___
Motion: ___

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

Prepared by: James R. Jones, Vice President and Chief Financial Officer

A. Action Under Consideration

Direct that proceeds from the sale of the Observatory Court property be dedicated towards construction of the Campus Center Building.

B. Discussion/History

The College has the five acres it owns on Awbrey Butte for sale. There has been Board discussion, but not formal action on what to do with the proceeds from the sale of the property. The College wishes to proceed with the construction of a Campus Center Building without incurring any additional debt. It is recommended that the Board dedicates the proceeds from the sale of the property towards construction of the Campus Center Building.

Options/Analysis

Approve dedicating proceeds from the sale of the Observatory Court property towards construction of the Campus Center Building.

Do not approve using proceeds from the sale of the Observatory Court property towards construction of the Campus Center Building.

D. Timing

Approval at this time will aid in the preparation of the 2007-08 non-general fund budgets.

E. Recommendation

Be It Resolved that the Board of Directors of Central Oregon Community College District does hereby direct that proceeds from the sale of the Observatory Court property be dedicated towards the construction of the Campus Center Building.