

**CENTRAL OREGON COMMUNITY COLLEGE**  
**Board of Directors' Meeting - *AGENDA***  
**Wednesday, December 14, 2005 – 5:45 PM**  
**Christiansen Board Room, Boyle Education Center**

<b>TIME**</b>	<b>ITEM</b>	<b>ENC.*</b>	<b>ACTION</b>	<b>PRESENTER</b>
5:45 pm	Executive Session: ORS 192.660 (1) (d), Labor Negotiations			McCoy
6:30 pm	I. Call to Order			Dorsch
	II. Introduction of Guests			Dorsch
6:30 pm	III. Agenda Changes			
6:35 pm	IV. Public Hearing and Testimony			
	A. ASCOCC (Assoc. Students of COCC)			Thompson/Bondarenko <input type="checkbox"/>
6:45 pm	V. Consent Agenda***			
	A. Board Meeting Minutes–November 9, 2005	5.a	X	Smith
	B. Personnel			
	1. New Hire Report (October/November 2005)	5.b1	X	Buckles <sup>A</sup>
	C. Budget Calendar, 2006-07	5.c	X	Gregory/Jones <sup>A</sup>
	D. Mileage Reimbursement	5.d	X	Gregory <sup>A</sup>
6:50 pm	VI. Information Items			
	A. Campus Indicators-Program Mix by FTE	6.a		Walsh <sup>A</sup>
	B. Financial Statements	6.b*		Bloyer <sup>A</sup>
	C. Dental Clinic	6.c*		Brody/Davies/Kuhar <input type="checkbox"/>
7:15 pm	VII. Old Business			
	A. AHEC – Class of 2005 (Area Health Education Consortium)	7.a		Brody <input type="checkbox"/>
	B. DOLETA Grant (Dept. of Labor Employment Training Administration)	7.b		Brody <input type="checkbox"/>
	C. La Pine Land Donation	7.c*	X	McCoy <input type="checkbox"/>
7:35 pm	VIII. New Business			
	A. Contract for Educational Services	8.a	X	Moorehead <sup>A</sup>
	B. Benefits - Domestic Partners	8.b	X	Buckles <sup>A</sup>
	C. Long Term Disability-Revision	8.c	X	Buckles <sup>A</sup>
7:45 pm	IX. Board of Directors' Operations			
	A. Board Response to State Board of Education's Policy Paper: <i>Alignment and Adequacy of Oregon's Education Standards, Requirements, and Assessments Within K-12, Between K-12 and Postsecondary Level.</i>	9.a*		Garrett/Foerster <input type="checkbox"/>
	B. Budget Committee Appointments for 2006-07 Budget			Paradis <input type="checkbox"/>
	C. Board Member Activities			
8:00 pm	X. President's Report			
	A. 2004-05 Final FTE Report	10.a*		Middleton <input type="checkbox"/>

(over)

(Board of Directors' Meeting Agenda)

8:15 pm      XI. Dates  
                 A. January 9, 2006 – Leadership Summit –  
                                 Oregon Convention Center, Portland

8:15 pm      XII. Adjourn

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

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

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

**P** = indicates a Presentation will be provided. **A** = indicates the presenter is Available for bac kground information if requested.

CENTRAL OREGON COMMUNITY COLLEGE  
Board of Directors' Meeting Minutes  
Wednesday, November 9, 2005 – 6:00 PM  
Christiansen Board Room, Boyle Education Center

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

**INTRODUCTION OF GUESTS:** Kathy Walsh, Ron Paradis, Gene Zinkgraf, Jim Jones, Richard Thompson, Matt, McCoy, Eric Buckles, Carol Moorehead, Lisa Bloyer, Celeste Brody, Ross Tomlin, Jim Weaver, Gail Tague-Classified Assoc., Diana Glenn-Faculty Forum President, Anna Bondarenko-ASCOCC, Monte Cheney-Faculty Sponsor, Jordan Rogers-The Broadside, Jon Dunaway-Student Government, Yoko Minoura- The Bulletin.

**PUBLIC HEARING AND TESTIMONY:**

ASCOCC – (Associated Students of Central Oregon Community College)  
Anna Bondarenko-Executive Council Committee member, reviewed various recent ASCOCC campus activities that included: Club Fair, Bowling night, Red Cross blood drive with 70 students participating, and with 97 students attending the November 3-5, Oregon Diversity Institute Conference held on campus.

COCC Student Trip: re: Katrina Victims

Jon Dunaway, representing Cornerstone Christian Club and ASCOCC, reported that a group of 10-15 students will be traveling to Louisiana in December, to help with clean-up activities from Hurricane Katrina. Cornerstone will help raise money for the students travel expenses.

**CONSENT AGENDA:**

**Mr. John Overbay moved to approve the Consent Agenda. Dr. Ronald Foerster seconded. MCU. Approved** M11/05:1

BE IT RESOLVED that the Board of Directors' reviewed and approved the Meeting Minutes of October 12, and October 28, 2005 (Exhibits: 5.a, 5.a1);

BE IT RESOLVED that the Board of Directors' reviewed and approved the September/October 2005 New Hire Report (Exhibit: 5.b1);

BE IT RESOLVED that the Board of Directors' authorize the College administration to proceed under contract with Opsis Architecture, LLP as the architects for the Campus Center Building to complete construction-ready documents. The fee for construction-ready documents will not exceed \$473,122.

**INFORMATION ITEMS:**

Campus Indicators – (Exhibit: 6.a)

President Middleton reported on the fall credit enrollment, noting that while the head count is up 4.8%, FTE is up 1.4% - this reflects figures that incorporate part-time students who are signing up for fewer credits.

Financial Statements – (Exhibit: 6.b)

The Board of Directors' were apprised of the October 2005 Financial Statements.

**NEW BUSINESS:**

Naming Committee – (Exhibit: 8.a)

Mr. Jim Jones-Vice President and Chief Financial Officer, reviewed that in the Spring of 2005, a committee was formed to study and make recommendations regarding protocol in naming rooms, landscape areas and features on campus to honor service and contributions to COCC. Mr. Jones noted that the Board of Directors reserves unto itself the responsibility for naming buildings.

G-6-14 Naming Committee

The committee is responsible for recommending to the Board of Directors the naming of rooms, landscape areas and features to honor service to Central Oregon Community College. The Board of Directors reserves unto itself the responsibility for naming buildings.

Membership:

One faculty	Selected by the President on recommendation of the Faculty Forum Executive Committee
One classified staff	Selected by the President on recommendation of the Classified Association of COCC Executive Committee
One administrator	Selected by the President
Executive Director	COCC Foundation

**Dr. Ronald Foerster moved to approve the addition of the aforementioned “G-6-14, Naming Committee” to the COCC General Procedures Manual. Mr. Dana Bratton seconded. MCU. Approved. M11/05:2**

**Mr. Reeder** Attended Board Retreat in Sunriver  
Met w/Supt. of Madras Schools & Matt McCoy  
Re: Madras Campus

**Ms. Lee** Attended Board Retreat in Sunriver  
Attended Oregon Coast CC's Annual Fund Raiser,  
the “2005 Oyster Cloyster” in Newport, OR  
Attended OCCA's Strategic Planning Session,  
Salishan/Gleneden Beach, OR

- Dr. Foerster**            Attended Board Retreat in Sunriver  
Attended prior Retreat Planning Meetings  
Met w/Tony Dorsch  
                                 re: future considerations for the Board of Directors  
Discussions w/President Middleton on various topics
- Mr. Bratton**            Attended Board Retreat in Sunriver
- Dr. Garrett**            Attended Board Retreat in Sunriver  
Attended OCCA's Strategic Planning Session,  
                                 Salishan/Gleneden Beach, OR
- Mr. Overbay**            Attended Board Retreat in Sunriver  
Attended Interview for COCC Foundation  
                                 re: fund raising for Culinary Program
- Mr. Dorsch**            Attended Board Retreat in Sunriver  
Met w/Ron Foerster at his lovely home  
                                 re: future considerations for the Board of Directors

Dr. Foerster and Dr. Garrett expressed interest in responding on behalf of the COCC Board of Directors', with feedback to the State Board of Education's recently adopted policy paper, *Alignment and adequacy of Oregon's Education Standards, Requirements, and Assessments Within K-12, Between K-12 and Postsecondary Level.*

The Board of Directors' were in agreement for Dr. Foerster and Dr. Garrett to proceed. They will present a proposed response at the December 14 board meeting.

Mr. Reeder requested that a Spring board meeting be held in Madras, Sisters, La Pine or Prineville. The Board was in agreement.

## **PRESIDENT'S REPORT**

President Middleton thanked the Board of Directors for the beautiful "Thank You" flower bouquet, sent to the President's Office, thanking the Executive Team-Jim Middleton, Kathy Walsh, Matt McCoy, Jim Jones, Richard Thompson, Ron Paradis and Executive Assistant-Julie Smith for their good work in the preparations for the Board Retreat in Sunriver.

President Middleton commented that a recent high-light evening presentation at the Bend High School Auditorium, was the Nancy R. Chandler Visiting Scholar program guest, Mr. David McCullough, best selling author, historian and Pulitzer Prize winner.

He noted that the 2<sup>nd</sup> Annual COCC Foundation Halloween Masquerade Party Friend Raising Event, was a great opportunity for the Foundation Board of Trustees to better connect with community members as well as the COCC Board of Directors.

The Oregon Diversity Institute Conference recently held at COCC was an important event with attendees coming from around the State.

Board of Directors' Meeting, 11/09/05

President Middleton reported that he is serving on the "recruitment committee" for the position of assistant to the President of OSU - regarding program development and linking with K-20.

**DATES:**

Mr. Ron Paradis-Director of College Relations, reminded the Board that they are invited to the SELCO Community Credit Union Breakfast on -

Wednesday, December 7 at 7:30 AM

Location: Bend Golf and Country Club.

Celebrating Excellence, COCC Faculty Breakfast Lecture with speaker

Bret Michalski, Associate Professor of Forest Resources Technology -

"Hooves and Highways: The impact of Roads on Central Oregon's Deer Population.

**ADJOURN:** 7:30 PM

APPROVED;

ATTEST TO;

\_\_\_\_\_  
Mr. Anthony J. Dorsch, Board Chair

\_\_\_\_\_  
Dr. James E. Middleton, President

Exhibit: 5.b1  
 December 14, 2005  
 Approved: \_\_\_Yes\_\_\_No  
 Motion: \_\_\_\_\_

Central Oregon Community College  
 NEW HIRE REPORT  
 OCTOBER-NOVEMBER 2005

<b>Name</b>	<b>Date Hired</b>	<b>Job Title</b>
<b><u>Classified Full-Time</u></b>		
Boyd, Michael	11/13/2005	Custodian
Draper, Steven	10/2/2005	Custodian
Rygg, Lynne	11/17/2005	Library Specialist 3 - ILL Man
Stark, Aaron	10/13/2005	Media/Performance Technician
<b><u>Non-Faculty Nonbenefitted Ins</u></b>		
Fleischmann, Mary	10/25/2005	Strengthening Families
Rogen, Heather	10/11/2005	Make Parenting a Pleasure
<b><u>Part-Time Faculty</u></b>		
Miller, Gina	11/1/2005	
Torrey, Earl	11/1/2005	
<b><u>Temporary Hourly</u></b>		
Baer, Joseph	10/10/2005	Lab Asst Forestry
Bordelon, Bryan	11/7/2005	Student Ambassador
Brisco, William	11/7/2005	Student Ambassador
Brookman, Andrew	10/1/2005	EMS Lab Asst
Casler, Katherine	11/1/2005	Tutor
DeHart, Jason	10/1/2005	EMS Lab Asst
Fish, Hunter	10/10/2005	Lab Asst - Forestry
Flanary, Alysia	11/7/2005	Student Ambassador
Hage, Thomas	10/1/2005	Paper Grader
Hartley, Sean	10/1/2005	EMS Lab
Houston, Leslie	11/9/2005	DA Tutor
Johnson, Kristi	10/10/2005	FRC Office Spec
Joseph, Corinn	11/10/2005	Switchboard
Kaloke, Richard	10/13/2005	Automotive Tutor
Kimble, Bret	11/1/2005	EMS Lab Asst
Klein, William	11/7/2005	Student Ambassador
Luepges, Marlies	10/22/2005	Computer Lab
McLaren, Lawrence	10/1/2005	EMS Lab Asst
Meyer, David	10/1/2005	Aviation Flight Simulator Oper
Norga, Desiree	10/1/2005	Temporary Hourly Employees
Ornat, James	10/24/2005	Business Counselor
Peed, Gretchen	11/10/2005	Student Ambassador
Picard, Joyce	11/9/2005	Student Ambassador
Roberts, Davis	10/14/2005	CAP Office Asst
Robson, Nancy	11/10/2005	Instructional Design Spec.
Seelye, Scott	10/1/2005	Business Counselor BDC
Shuler, Sara-Rose	10/1/2005	EMS Lab
Sikel, Kari	11/7/2005	Student Ambassador
Spencer, Gretchen	11/7/2005	Student Ambassador
Stahn, Leeann	11/10/2005	Temporary Hourly E
Stitt, Courtney	11/1/2005	Math Tutor
Taylor, Brian	10/1/2005	EMS Lab Asst
Whiter, Stephanie	10/5/2005	Tutor

<b>Name</b>	<b>Date Hired</b>	<b>Job Title</b>
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**Temporary Salary Payment**

Deis, Anton	10/15/2005	
Emerson, John	10/1/2005	
Evans, Nicole	10/22/2005	
Francis, Susan	10/5/2005	
Macnamara, Nicholas	10/1/2005	
Nolan, William	10/11/2005	
Norton, O. Richard	10/3/2005	
Pengra, Steven	10/15/2005	
Rumer, Barbara	10/25/2005	
Timmerman, Donna	10/15/2005	
Webster, Heather	10/8/2005	
White, Wendy	11/19/2005	

Wednesday, November 30, 2005



## CENTRAL OREGON COMMUNITY COLLEGE

Interoffice Communication

Office of the Director of Fiscal Services

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Date: December 14, 2005  
To: Campus  
From: John Gregory

Subject: FY 2006-07 Budget Parameters

It will soon be time to begin preparation of the fiscal year 2006-07 budget for college-wide review and discussion. President Middleton has approved proceeding with the basic process for constructing the budget used over the past few years.

While the funding formula that has been adopted by the state projects a significant reduction in state aid to COCC, we have the reserves to soften the impact of these reductions in the near term. However it is imperative that we develop plans and strategies to further improve efficiencies while focusing on our primary mission of education. The adopted formula will no longer allow us to operate as we have done so in the past. You should work with your respective Vice President and Dean regarding the development of strategies which recognize this dawning new reality.

The following parameters should be used in constructing the 2006-07 budget:

There will be no **net** increase in faculty or staff positions.

The following across-the-board increases will be included by Fiscal Services in their roll up of the initial budget framework:

- Irregular wages – 2.5% increase
- Material and supplies – 2.5% increase
- Outside services – 2.5% increase
- Capital outlay – 2.5% increase

The calendar of events for the 2006-07 budget cycle is listed on the following page.

**CENTRAL OREGON COMMUNITY COLLEGE  
2006-07 BUDGET CALENDAR**

**2006**

- January 6 Initial current service level (CSL) general fund expense budget roll up.
- January 9 Budgets distributed and reviewed based upon development parameters.
- January 11 Cash flow presentation to Board of Directors and Budget Committee members based upon current funding assumptions. Discussion of 2006-07 budget themes and key issues.
- February 9 Fax to the Bulletin: Notice of Budget Committee Meeting.
- February 10 Non-general fund budgets due to Fiscal Services.
- February 14 First Notice of Budget Committee Meeting.
- February 17 All general fund changes due to Fiscal Services.
- February 27 Fax to the Bulletin: Notice of Budget Committee Meeting.
- March 1 Second Notice of Budget Committee Meeting.
- March 8 First meeting of Budget Committee. Updated Cash Flow presentation; Budget Message and initial budget presentation and discussion.
- March 8-  
May 7 Budget Committee work sessions as scheduled.
- April 12 Budget Committee Meeting. Continue budget review and discussion.
- May 10 Budget Committee Meeting. Continue budget review and discussion. Consider approval of budget.
- May 31 Fax to the Bulletin: Notice of Budget Hearing (including summaries).
- June 7 Notice of Budget Hearing to appear in The Bulletin (including summaries).
- June 14 Budget Hearing: Adopt budget, levy taxes, and make appropriations.

Exhibit: 5.d  
December 14, 2005 \_\_\_  
Approve: \_\_\_ Yes \_\_\_ No  
Motion: \_\_\_\_\_

**CENTRAL OREGON COMMUNITY COLLEGE  
BOARD OF DIRECTORS**

**RESOLUTION**

**Prepared by:** John Gregory-Director of Fiscal Services

**A. Action Under Consideration**

Approve the change of the college mileage reimbursement rate from .485 cents to .445 cents per mile.

**B. Discussion/History**

It has been the college practice to adjust its mileage reimbursement rate in concert with federal rate changes. Effective January 1, 2006, the reimbursement rate for federal employees will change to .445cents per mile. This midyear adjustment was anticipated to correspond to a decline in gasoline prices. The effective date for this change is suggested to be 1/01/06.

**C. Options/Analysis**

Approve the increases for the mileage reimbursement rate.  
Disapprove the increase at this moment.

**D. Timing**

This action needs attention at this board meeting in order to avoid a difference between the federal reimbursement rate and COCC's reimbursement rate occurring which would necessitate employees having to report the difference as taxable income.

**E. Recommendation**

Be It Resolved that the Board of Directors of Central Oregon Community College do hereby authorize the change of the mileage reimbursement rate to .445 cents per mile effective January 1, 2006.

**F. Budget Impact**

The proposed Fiscal Year Budget for 2005/2006 should be adequate to accommodate the proposed change in reimbursement rates.

**CENTRAL OREGON COMMUNITY COLLEGE  
INFORMATION ITEM**

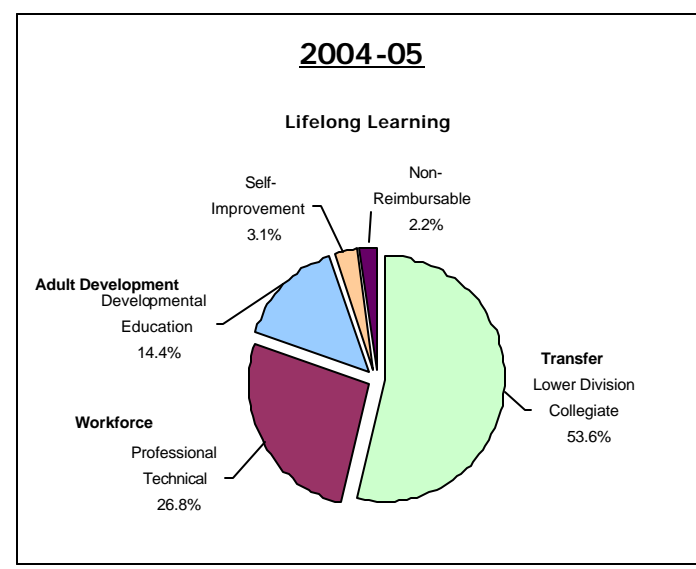
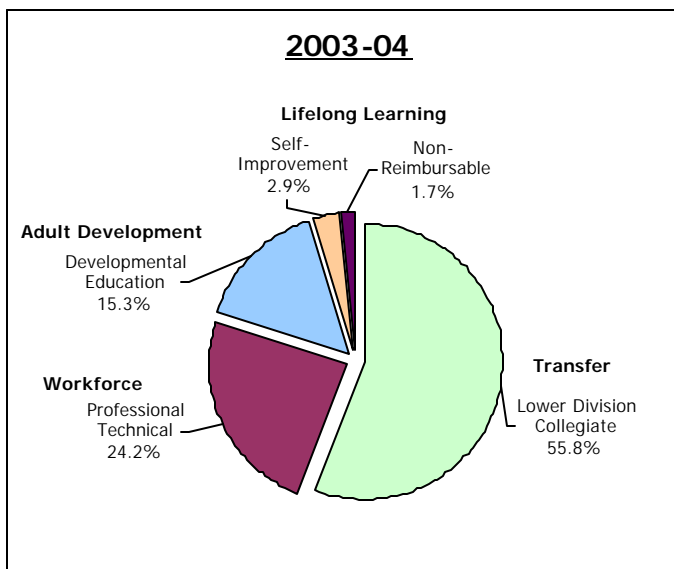
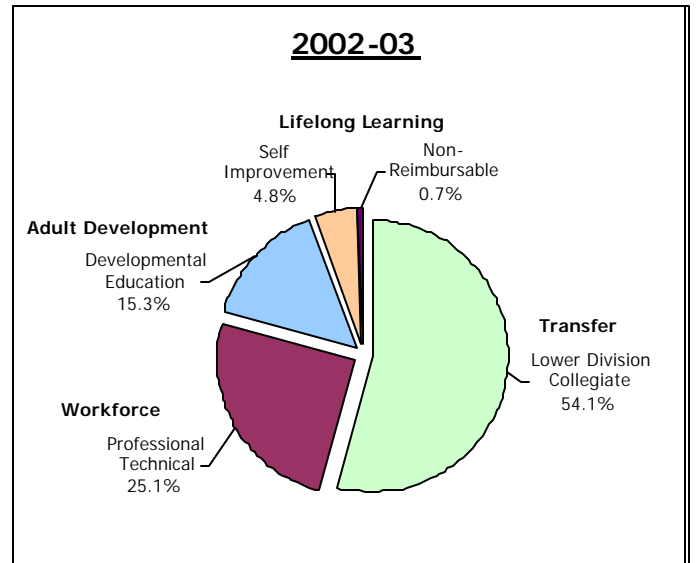
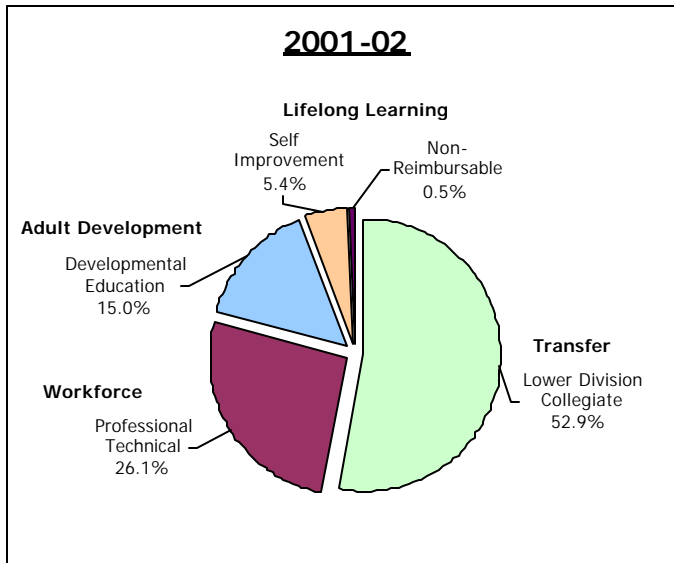
Prepared by Justin Work, Institutional Research Office

A. Issue

**CAMPUS INDICATORS  
2005 – Edition 10**

B. Discussion/History

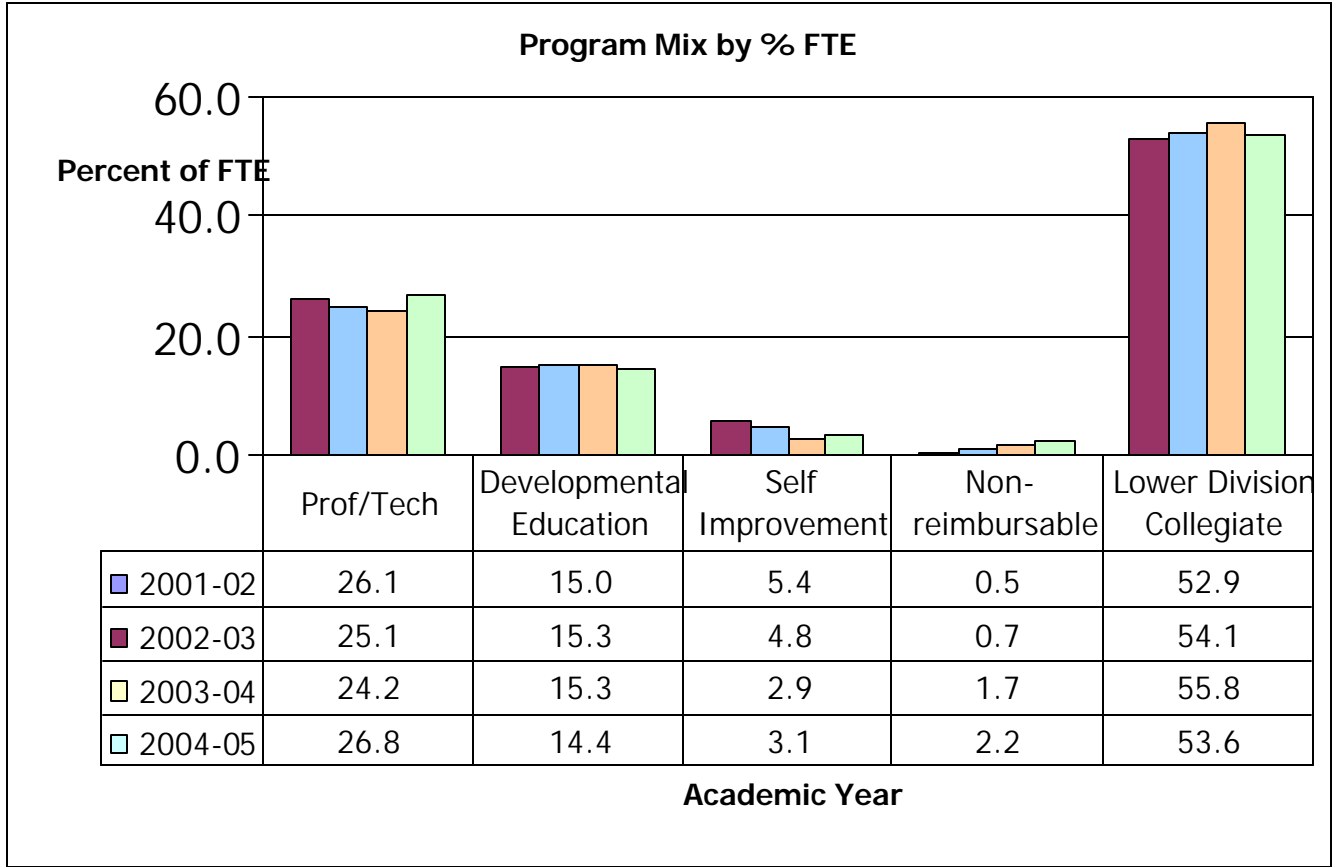
**PROGRAM MIX by % FTE  
2001-02 to 2004-05**



Note: Explanation of FTE categories and summary points listed on page three.

**PROGRAM MIX by % FTE  
2001-02 to 2004-05  
(continued)**

This is the same data as the previous page, in bar-graph form



Note: Explanation of FTE categories and summary points listed on page three.

## **EXPLANATION OF FTE CATEGORIES:**

Self Improvement – Continuing Education classes

Developmental Education – Adult Basic Education (ABE), English Language Learner (ELL), General Education Development Prep (GED), Adult High School Diploma Prep (AHS) and Post Secondary Remedial (PSR). (PSR includes credit, pre-100 level developmental courses)

Professional Technical (PT) – credit courses in PT Preparatory (courses preparing students for a career in a PT field), PT Supplementary (courses students can take to improve or upgrade themselves in their current career field) and PT Apprenticeship (minimum of 2000 hours in a skilled trade customarily learned in a practical way through related training and work on-the-job.)

Lower Division Collegiate – courses which parallel the offerings of the first two years of the four-year institutions and carry regular college credit.

Non-Reimbursable – hobby and recreational courses for which no state reimbursement is provided.

## **SUMMARY POINTS:**

Self improvement classes (Continuing Education) after a steady decline from 7.0% in 2000-01 to 2.9% in 2003-04, FTE has turned upward, increasing to 3.1%.

Developmental education has decreased to 14.4% after 4 years of being at least 15.0%

Professional Technical education is at its highest share of program FTE in 4 years, up 2.6% from 2003-04

Lower Division Collegiate (transfer preparation) has seen its first decrease over the last 5 years, losing 2.2% share of its program FTE

Non-reimbursable FTE has increased 1.7% over the last 4 years from 0.5% in 2001-02 to 2.2% in 2004-05. The drop in Non-reimbursable FTE in 2004-05 can be attributed to the state reducing the number and kind of courses for which they will reimburse COCC.

For additional College information, including the 4<sup>th</sup> Week Enrollment Reports and the 2004 & 2005 Institutional Assessment Reports, please visit the new  
**Research, Assessment & Planning Web site:**  
**<http://rap.cocc.edu/default.aspx>**

Central Oregon Community College

**INFORMATION**

Prepared by: Celeste Brody-Instructional Dean

RELEASE

**DOLETA Grant Awarded to Oregon Community Colleges**

Chemeketa Community College has the lead role in a \$2.9 million federal grant that allows Central Oregon Community College to receive a \$205,000 one year planning grant to increase capacity for nursing training particularly for the rural hospitals in the region.

The U.S. Department of Labor last month awarded \$2.9 million to Oregon community colleges in support of a statewide healthcare initiative. Chemeketa is the fiscal agent for the grant, and the college provided the leadership for a partnership that included community colleges, employers, and workforce agencies throughout the state.

Ten community colleges are involved in this project, which is designed to increase student capacity at the colleges and provide educational opportunities for residents throughout the state, especially in the rural areas. The colleges involved are Chemeketa, Blue Mountain, Central Oregon, Clatsop, Linn-Benton, Mt. Hood, Oregon Coast, Portland, Southwestern Oregon and Tillamook Bay.

The grant will be used to increase the numbers of certified nursing assistants, medical assistants, practical nurses, emergency medical technicians, registered nurses, radiological technicians, and medical laboratory technicians in districts with a demonstrated need.

COCC's portion of grant will be used to develop a sustainability plan to increase the numbers of nurses in the region. In partnership with Cascades East Area Health Education Consortium (CEAHEC), CCWD, and Dental Oregon Hospital Network Partners, COCC graduated this December 17 nurses from five communities (Madras, Redmond, Prineville, Burns, Lakeview and Bend). These students participated in an 18 month distance delivered nursing program. The one year DOLETA grant will allow COCC to address student success issues, effective distance delivery of nursing education and its ability to sustain an increased capacity for students into the future.

**CENTRAL OREGON COMMUNITY COLLEGE  
BOARD OF DIRECTORS**

**RESOLUTION**

**Prepared by:** Carol Moorehead -  
Associate Dean for the Redmond Campus and Continuing Education

**A. Action Under Consideration**

Approve the College's Contract for Educational Services with Crook County High School and Sisters High School.

**B. Discussion/History**

The Oregon Department of Education requires a governing board of a school district and community college to annually review contracts for use of Community College Instructors in High Schools to ensure requirements outlined in OAR 589-008-0200 (attached) have been met. Contracts approved by both boards are then forwarded to the State Board of Education for annual review.

This year COCC has contracts with the Crook County School District to provide Math 111 and Math 112 at Crook County High School and with the Sisters School District to provide Spanish 201, 202, 203 and Acting I and Acting II at Sisters High School.

All requirements of the Community College in OAR 589-008-0200 have been met.

**C. Options/Analysis**

Approve these educational services contracts.  
Disapprove and discontinue these programs.

**D. Timing**

Contracts may be submitted to the State Board for approval after a teacher has been assigned to teach. However, the State Board reserves the right to find any contract in violation of current statutes or administrative rules notwithstanding the teachers' starting date. These contracts are for fall 2005, winter 2006 and spring 2006.

**E. Recommendation**

Be it resolved that the Board of Directors of Central Oregon Community College do hereby approve these contracts for delivery of instructional services.

**F. Budget Impact**

Discontinuation of programs would reduce income and state reimbursement for FTE.



## RESOLUTION

Prepared by: Eric Buckles, Director of Human Resources

**A. Action Under Consideration**

Providing domestic partner benefits in the same manner as applicable to spouses of benefit eligible employees (where allowable under federal and state law and insurance carrier policies).

**B. Discussion/History**

In compliance with the Oregon Supreme Court "Tanner" decision in 1998, the College has been providing health insurance for domestic partners of benefit eligible employees. As provided for in the IRS code, employees covering their domestic partners and dependents must pay applicable taxes on the portion of the premium attributable to the domestic partner. The College also provides use of other benefits for spouses of employees including bereavement leave, tuition reimbursement and sick leave. In November, the Board approved these benefits for domestic partners of classified employees to be included in the COCC/Classified Employee labor agreement. Approval of this resolution will provide consistency in our benefits policy to all employee groups.

**C. Options/Analysis**

Approve benefits eligibility for domestic partners of benefited employees.

Decline approval of the benefits eligibility for domestic partners of benefited employees.

**D. Timing**

Approval requested at this Board meeting.

**E. Recommendation**

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves benefits eligibility (where applicable) for domestic partners of benefited employees.

**F. Budget Impact**

There is no additional cost to the College for full-time health insurance coverage for domestic partners. The cost of tuition waivers, use of sick leave and bereavement leave by employees for domestic partners is negligible.

CENTRAL OREGON COMMUNITY COLLEGE

**RESOLUTION**

Prepared by: Eric Buckles, Director of Human Resources

**A. Action Under Consideration**

Enhancing the terms of College's group Long Term Disability (LTD) insurance policy provided to all full-time employees to be in compliance with Board policy EL-6.

**B. Discussion/History**

The current group LTD policy supplied by the College to all full-time employees has a 180 day waiting period between the time of disability and the payment of benefits. The benefit level is 66% of an employee's at the time of disability capped at \$5000/month. With the current salary schedule, the cap of \$5000/month no longer provides the same level of benefit to all employees. In addition to this, all Oregon community colleges providing a group LTD policy have a 90 day waiting period. To remain competitive in the employment market and to be in compliance with Board policy EL-6, we are recommending reducing the waiting period from 180 days to 90 days and providing two levels of income replacement. By doing the latter, the college will also provide an equivalent level of LTD salary benefit to all employees. Part of the increased cost with this change will be partially off-set by a premium savings of \$6167/year realized when the College changed Life/LTD insurance carriers in October of this year.

**C. Options/Analysis**

Approve the benefits enhancement proposed.

Decline approval of the benefits enhancement.

**D. Timing**

Approval requested at this Board meeting.

**E. Recommendation**

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the change in the group LTD policy to include a 90 day waiting period and two levels of salary replacement benefits.

**F. Budget Impact**

An additional \$15,876 in premiums per fiscal year after applying the savings in premium costs realized by changing carriers.

**G. Miscellaneous**

The insurance carrier (Unum) will provide a three (3) year rate guarantee with this change.