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<th>TIME**</th>
<th>ITEM</th>
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<tbody>
<tr>
<td>5:45pm</td>
<td>I. Call to Order</td>
<td></td>
<td>Unger</td>
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<tr>
<td></td>
<td>II. Native Lands Acknowledgement</td>
<td>2a.1*</td>
<td>Unger</td>
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<td></td>
<td>III. Roll Call</td>
<td></td>
<td>Kovitz</td>
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<td></td>
<td>1. Board Members &amp; Guests</td>
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<td>IV. Agenda Changes</td>
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<td></td>
<td>V. Public Comment</td>
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<tr>
<td></td>
<td>1. Andrew Ketsdever – Interim Vice President, OSU-Cascades</td>
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<td></td>
<td>VI. Reports</td>
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<tr>
<td></td>
<td>1. 2021 Audit Report</td>
<td>6a.1*</td>
<td>Heather McMeekin^A</td>
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<tr>
<td></td>
<td>VII. Consent Agenda***</td>
<td></td>
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<tr>
<td></td>
<td>1. Regular Meeting Minutes (12.8.21)</td>
<td>7a.1*</td>
<td>X</td>
<td>Chesley^A</td>
</tr>
<tr>
<td></td>
<td>2. 2022-23 Mileage and Per Diem Rates</td>
<td>7b.1*</td>
<td>X</td>
<td>Knutson^A</td>
</tr>
<tr>
<td></td>
<td>VIII. Information Items</td>
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<tr>
<td></td>
<td>1. COCC Sustainability Update</td>
<td></td>
<td>Murphy/Reed^P</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. Season of Nonviolence</td>
<td>8a.1*</td>
<td>Walker/Gilbride^AP</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3. Financial Statements</td>
<td>8b.1*</td>
<td>Knutson^A</td>
<td></td>
</tr>
<tr>
<td></td>
<td>4. New Hire Reports</td>
<td>8c.1*</td>
<td>Boehme^A</td>
<td></td>
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<tr>
<td></td>
<td>IX. New Business</td>
<td></td>
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<tr>
<td></td>
<td>1. Purchase of VMware/Tech Services</td>
<td>9a.1*</td>
<td>X</td>
<td>Boehme^A</td>
</tr>
<tr>
<td></td>
<td>2. New Certificate in Outdoor Leadership</td>
<td>9b.1*</td>
<td>X</td>
<td>Julian^A</td>
</tr>
<tr>
<td></td>
<td>3. GP6: Board Committees – 1st Reading</td>
<td>9c.1*</td>
<td></td>
<td>Tatom^A</td>
</tr>
<tr>
<td></td>
<td>X. Board of Directors’ Operations</td>
<td></td>
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<td></td>
<td>1. Board Member Activities</td>
<td></td>
<td>Unger</td>
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<td></td>
<td>XI. President’s Report</td>
<td></td>
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<tr>
<td></td>
<td>XII. Dates</td>
<td></td>
<td>Chesley</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. Wednesday, January 12, 2022 – COCC Board of Directors’ meeting @ 5:45pm</td>
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<tr>
<td></td>
<td>2. Friday, January 14, 2022 – Policy Review Committee Meeting @ 12:30pm</td>
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<tr>
<td></td>
<td>XIII. Adjourn</td>
<td></td>
<td>Unger</td>
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</tbody>
</table>

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P - indicates a Presentation will be provided.
A - indicates the presenter is Available for background information if requested.
**Purpose:** To acknowledge someone is to say, “I see you. You are significant.” The purpose of a land acknowledgement is to recognize and pay respect to the original inhabitants of a specific region. It is an opportunity to express gratitude and appreciation to those whose territory you exist in.

**COCO Land Acknowledgement**

(Condensed Version)

COCO would like to acknowledge that the beautiful land our campuses reside on, are the original homelands of the *Wasq’ú* (Wasco), and the *Wana Lama* (Warm Springs) people. They ceded this land to the US government in the Treaty of 1855. The *Nunu* (Paiute) people were forcibly moved to the Warm Springs Indian Reservation starting in 1879. It is also important to note that the Klamath Trail ran north through this region to the great Celilo Falls trading grounds and the Klamath Tribes claim it as their own. Descendants of these original people are thriving members of our communities today. We acknowledge and thank the original stewards of this land.
### Central Oregon Community College

**Board of Directors’ Meeting – MINUTES**  
**Wednesday, December 8, 2021 – 5:45 PM**  
**Zoom / Facebook Live**

<table>
<thead>
<tr>
<th>TIME**</th>
<th>ITEM</th>
<th>ENC.*</th>
<th>ACTION</th>
<th>PRESENTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:45pm</td>
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</tbody>
</table>

I. **Call to Order**

   Unger

II. **Native Lands Acknowledgement**  
   Alan Unger read the COCC Native Lands Acknowledgement.
   
   Unger

III. **Roll Call**

   **Board Members & Guests**
   Alan Unger (Chair), Erica Skatvold, Bruce Abernethy, Oliver Tatom, Jim Clinton, Laura Craska Cooper, Laurie Chesley (COCC President), Alicia Moore, Zak Boone, Betsy Julian, David Dona, Laura Boehme, Cathleen Knutson, Sharla Andresen, Andrew Davis, Jenn Kovitz, Mark Reinecke, Deena Cook, Paul Taylor.

   Kovitz

IV. **Agenda Changes**

   No agenda changes.

   Unger

V. **Public Comment**

   COCC student, Lucas Roemer-Cominos, encouraged the College to hire a permanent Sustainability Coordinator.

   Unger

   COCC faculty member, Hal Wershow, encouraged the College to consider ways to help staff afford housing.

VI. **Consent Agenda***

   1. Minutes
      
      a. Regular Meeting (November 10, 2021)  6a.1*  X  
      Chesley
       
      2. Extend Bend Patrol Services Contract  6b.1*  X  
      Andresen
      
      Motion to approve Consent Agenda
      • 1st Bruce Abernethy

---

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VII. Information Items

1. COCC Diversity Data Overview
   Alicia Moore and Christy Walker gave a presentation outlining the demographic of COCC's student population, disaggregated success rates, campus climate study results, and ways the College is seeking to improve the success and experience of minority students.

2. Financial Statements
   No questions at this time.

3. New Hire Reports
   No questions at this time.

VIII. Old Business

1. Neighborly Ventures Proposal
   The Board was presented with a proposal to approve a 0.07 acre addition to the Neighborly Ventures Ground Lease.
   Motion to approve Old Business
   - 1st – Joe Krenowicz
   - 2nd – Oliver Tatom
   - Motion approved – Six approved. One abstention.

IX. New Business

1. Housing Room and Board Rates
   The Board was presented with a proposal to approve an annual increase of 1.6% for combined room and meal plans for Wickiup Hall residents in 2022-23.
   Motion to approve Room and Board Rates
   - 1st – Oliver Tatom
   - 2nd – Laura Craska Cooper
   - Motion approved – Seven approved. None opposed.

2. Naming of Redmond Campus Room
   The Board considered several rooms on the Redmond Campus to name after Anthony Dorsch, a long-time Board member from Redmond. They decided upon Room 305 in Building 3.
   Motion to approve naming Room 305 for Anthony Dorsch
   - 1st – Joe Krenowicz
   - 2nd – Laura Craska Cooper
   - Motion approved – Seven approved. None opposed.

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3. Valuation of Awbrey Butte Property  

The Board discussed the valuation of its Awbrey Butte Property. The full Board charged the Real Estate Committee with considering next steps in marketing/selling the property.

X. Board of Directors' Operations

1. Board Member Activities

All Board members took a moment to recognize and thank David Dona, Vice President for Finance and Operations, for his many years of service to the College as both a faculty member and an administrator. David is retiring effective December 31, 2021.

Bruce Abernethy  
Attended the Board Retreat. Phone calls with President Chesley, Chair Unger, and others related to College issues.

Oliver Tatom  
Attended the Board Retreat and Policy Review Committee meeting.

Laura C. Cooper  
Attended the Board Retreat. Taught her community learning Wine Appreciation class. Lunch with President Chesley. Attended Policy Review Committee meeting. Offered her thanks to the Foundation Board, which does so many wonderful things for our students.

Erica Skatvold  
Attended the Board Retreat. Had lunch with Andrew Ketsdever, Interim VP of Oregon State University - Cascades.

Jim Clinton  
Attended the Board Retreat.

Joe Krenowicz  
Had a meeting with Chair Unger and a phone call with President Chesley.

Alan Unger  
Phone calls with President Chesley, Chair Unger, and others related to College issues. Attended the OCCA Executive Board meeting. Attended the Oregon Business Council meeting.

XI. President's Report

President Chesley congratulated Alicia Moore, Vice President of Student Affairs, for being recognized with the 2021 Cam Preus Award for Exemplary Service to Community Colleges, an award given by the Oregon community college presidents.

XII. Adjourn to Executive Session

XIII. Convene Executive Session

ORS 192.660 section 2, subsection f, to consider information or records that are exempt by law from public record.

ORS 192.660 section 2, subsection h, to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

XIV. Adjourn to Open Session

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XV. Convene Open Session

XVI. Dates
1. Wednesday, January 12, 2022 – COCC Board of Directors’ meeting @ 5:45pm
2. Friday, January 14, 2022 – Policy Review Committee Meeting @ 12:30pm

XVII. Adjourn

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Central Oregon Community College
Board of Directors: Resolution

Subject: Notification of mileage rate and approval of meal per-diem rates.
Strategic Plan Connection: Institutional Efficiency
Prepared by: Cathleen Knutson, Director of Fiscal Services

A. Background

**Mileage Rate:** The College’s general business procedures (B-2-6.1) require the Board be notified of the personal car mileage rate annually. The College follows the approved federal mileage rate established by the Internal Revenue Service (IRS). The IRS’s standard mileage rate is based on an annual study of the fixed and variable costs of operating an automobile. The federal mileage rate for 2022 increased to 58.5 cents per mile from the 2021 rate of 56.0 cents per mile.

**Meal Per-Diem Rates:** General business procedures (B-2-6.1) require the reimbursement for the cost of employee meals shall be at the rate established by the Board. The College follows the U.S. General Services Administration (GSA) standard rates for Oregon’s in-state per-diem rates. The out-of-state meal per-diem rates represent 125% of Oregon’s in-state meal per-diem rates. Proposed in-state and out-of-state daily per-diem totals increased $4.00. Proposed 2022 per-diem rates are provided below:

<table>
<thead>
<tr>
<th></th>
<th>In-State Rates*</th>
<th>Out-of-State Rates**</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breakfast</td>
<td>$13.00</td>
<td>$16.00</td>
</tr>
<tr>
<td>Lunch</td>
<td>$15.00</td>
<td>$18.00</td>
</tr>
<tr>
<td>Dinner</td>
<td>$26.00</td>
<td>$32.00</td>
</tr>
<tr>
<td>Total</td>
<td>$54.00</td>
<td>$66.00</td>
</tr>
</tbody>
</table>

* In-State rates reflect the GSA Federal standard rates for Oregon.
** Out-of-State rates are 125% of GSA Federal in-state rates for Oregon

B. Options

1) Approve proposed meal per-diem rates
2) Do not approve proposed meal per-diem rates

C. Timing

Approval of this resolution will allow the continued use of GSA’s standard meal per-diem rates for Oregon in 2022.

D. Budget Impact

Costs associated with the mileage rate and meal per-diem rates will be managed within the adopted budget.

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors hereby approve the proposed meal per-diem rates presented in Section A.
Central Oregon Community College
Board of Directors: Information Item

<table>
<thead>
<tr>
<th>Subject</th>
<th>2022 Season of Nonviolence – Summary of Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategic Plan Connection</td>
<td>Student Enrichment 1-3: Promote diversity, inclusiveness and community on all campuses and online. Community Enrichment Initiative 3: Offer an array of lifelong learning opportunities, expertise, cultural events and resources to address the diverse needs and expectations of the community</td>
</tr>
<tr>
<td>Prepared By:</td>
<td>Charlotte Gilbride, Nancy R. Chandler Lecture Series Christy Walker, Director of Diversity and Inclusion</td>
</tr>
</tbody>
</table>

INTRODUCTION

Inspired by the work of Mahatma Gandhi, Dr. Martin Luther King, Jr., César Chávez, and Chief Wilma Mankiller, the annual Season for Nonviolence honors these leaders’ visions for an empowered, nonviolent world. Colleges and universities throughout the country celebrate the Season of Nonviolence by bringing together community partners to educate and empower communities on how to use non-violent methods to create a more peaceful world.

This is COCC’s 14th year holding programming to honor the Season of Nonviolence. The programming is sponsored by the COCC Office of Diversity and Inclusion, the Nancy R. Chandler Lecture Series and many campus and community partners. This includes the COCC Sustainability Committee, ASCOCC, Brooks Resources Corporation, Cascades Academy of Central Oregon, The Casey Family Fund of Oregon Community Foundation, The Cushman Family Fund of Oregon Community Foundation, The Environmental Center, Maybelle Clark Macdonald Fund, St. Charles Health System, Allyship in Action, and Trinity Episcopal Church. For 2022, our theme is environmental and intersectional justice. Environmental and intersectional justice take on the racial, social and economic root causes of disparities.

The Season of Nonviolence events are below and information is posted on COCC’s website, [https://www.cocc.edu/departments/foundation/cls/season-of-nonviolence.aspx](https://www.cocc.edu/departments/foundation/cls/season-of-nonviolence.aspx)

Keynote Speakers

**The Green Path Ahead: Indigenous Teachings for the Next Economy**

**Winona LaDuke** – Native American Economist, Environmentalist, Writer, and Executive Director of Honor the Earth

Winona LaDuke is a global leader and an economist focused on issues of culturally based sustainable development strategies, renewable energy, water protection, and sustainable food systems. Drawing upon her work in these areas, LaDuke strongly believes there is a clear path
forward towards our shared economic future. LaDuke will share her vision for this transition, one that is just and equitable for all, including Mother Earth.

Tuesday, February 1, 6:00 - 7:30 p.m. PST - Virtual Presentation
FREE and OPEN to the public.

Student Event with Winona LaDuke

Winona LaDuke will spend time with students engaged in COCC’s cultural programs and from Cascades Academy in an informal Q & A session prior to her keynote talk.

Tuesday, February 1, 4:00-5:00 p.m. PST - Virtual Presentation
FREE and OPEN to COCC and Cascades Academy Students

Examining Inequalities in Central Oregon
A Panel Discussion with Dray Aguirre, Jamie Bowman, and Kerani Mitchell

A conversation and panel discussion with three equity activists to talk about inequalities in Central Oregon.

Panelists:
Dray Aguirre: (he/him/his/el) is a first-generation Pre-Nursing student at Central Oregon Community College. He is a food and housing-insecure student advocate. Dray is a homeless student who gives back. He identifies as Native American and Latino.

Jamie Bowman: (she/her/hers) has a Bachelor’s Degree from OSU-Cascades in Social Science with an emphasis on Community Development and Leadership. She spent 5 years as the President of an LGBTQ+-focused nonprofit called Human Dignity Coalition. She is a co-founder of the Central Oregon Transgender Health Coalition as well as an independent contractor with Allyship in Action.

Kerani Mitchell: (she/her) is a founding partner at Allyship in Action, LLC and a longtime Central Oregon community member involved in issues related to health equity, education, and social justice. She is passionate about co-creating a community where we all have resources and opportunities to flourish.

Tuesday, February 22, 5:30-6:30 p.m. PST - Virtual Presentation
FREE and OPEN to the public.

Inequity in Healthcare: Seeking Mental Health Services after Experiencing Healthcare Discrimination
Dharma Cortés, Ph.D & Ana Progovac, Ph.D. - Assistant Professors in Psychiatry, Harvard Medical School & Senior Scientists, Health Equity Research Lab at Cambridge Health Alliance (CHA)

Professors Cortés and Progovac will provide an overview of their work and guide the audience through one of their cornerstone research projects. Their research seeks to understand how experiencing healthcare discrimination impacts peoples’ preferences for and willingness to seek mental health services as well as how that prior discrimination can impact their current dialogue
with providers. Cortés and Progovac will share patient and provider narratives and discuss one of the essential elements to equitable healthcare: respect.

Thursday, March 3, 5:30 p.m. PST – Virtual Presentation
FREE and OPEN to the public.

Climate Justice as Freedom-Julie Sze, Ph.D. - Professor of American Studies, UC Davis and Founding Director, Environmental Justice Project for UC Davis’ John Muir Institute for the Environment

Julie Sze, Ph.D. believes that climate justice is a freedom struggle: one involving both negative and positive freedoms. Climate justice activists use the term “frontline” to make issues of race, class, indigeneity, citizenship, and gender more prominent and to highlight the disparities of who is most impacted and most responsible. Sze will discuss how frontline climate justice movements focus on well-informed radical hope and visions that help bring us into an emancipatory future.

Thursday, March 10, 6:00-7:30 p.m. PST - Virtual presentation
FREE and OPEN to the public.

Community Reads Series


As a citizen of the Citizen Potawatomi Nation and a botanist, Kimmerer embraces plants and animals as our oldest teachers. In Braiding Sweetgrass, she brings her two lenses of knowledge together through her memoir of living in the natural world and practicing heart-centered science. Drawing on her life as an Indigenous scientist, a mother, and a woman, Kimmerer shows how other living beings offer us gifts and lessons, even if we’ve forgotten how to hear their voices.

COCC Sustainability Committee
Fridays 12:00-1:00 p.m. beginning 1/7/2022
Facilitated by Noelle Copley ncopley@cocc.edu and Dana Christensen dchristensen4@cocc.edu

The COCC Madras & COCC Prineville Book Group
Mondays 12:00-1:00 p.m. beginning 1/10/2022
Facilitated by Michelle Cary mcary@cocc.edu and Stef Brewer sbrewer3@cocc.edu

The Environmental Center & COCC Redmond
Wednesdays 5:00-6:00 p.m. beginning 1/12/2022
Facilitated by Priscilla Calleros prisilla@envirocenter.org and Christy Walker cwalker2@cocc.edu

Trinity Episcopal Church
Wednesdays 3:00-4:00 p.m. beginning 1/12/2022
Facilitated by Betsy Warriner betsy@betsywarriner.com
COCO Barber Library
Tuesdays 12:30-1:30 p.m. beginning 1/25/2022
Facilitated by Cat Finney cfinney@cocc.edu, Tina Hovekamp thovekamp@cocc.edu, Kirstin Hostetler
khostettler@cocc.edu, and Emily Moxley emoxley@cocc.edu

Cascades Academy
Wednesday 1/26/2022 5:30-7:00 p.m. & Thursday 2/24/2022 6:00-7:00 p.m.
Facilitated by Katie Lamarre
to register visit: https://www.cascadesacademy.org/community/education-series

Livestream Author Event with Robin Wall Kimmerer


  Monday, January 24 at Noon PST-Virtual Presentation
  FREE & OPEN to the public
  Event link: ticket.uoregon.edu/uo/rwk-stream
  Presented by the UO Common Reading Program
  Common Reading - University of Oregon

Film Screening

YOUTH v GOV

YOUTH v GOV is the story of America’s youth taking on the world’s most powerful government. Since 2015, twenty-one plaintiffs, now ages 13 to 24, have been suing the U.S. government for violating their constitutional rights to life, liberty, personal safety, and property through their willful actions in creating the climate crisis they will inherit.

YOUTH v GOV is about more than just a lawsuit. It is the story of empowered youth finding their voices and fighting to protect their rights and our collective future. This is a revolution designed to hold those in power accountable for the past and responsible for a sustainable future. And many of the movement’s leaders aren’t even old enough to vote. (Yet.)

  Screening dates TBD

Oregon Humanities Presents Conversation Projects

Oregon Humanities Community Conversation Projects
The Conversation Project brings people together to talk about their beliefs and experiences around timely and important issues and ideas. Oregon Humanities collaborates with community organizations, small and large nonprofits, universities, community colleges, government agencies, corporations, and others around the state to host Conversation Project programs.
Paul Susi – Housing and Belonging

Housing and houselessness are visible and divisive issues in local media, in politics, and across different communities within our state. Many of us were experiencing housing instability and economic uncertainty even during the “boom” times before the COVID-19 crisis. This conversation will explore common assumptions and perspectives about the experience of houselessness and how many make snap judgments about who ‘belongs’ in our neighborhoods. We will seek to answer the questions, How do we decide who ‘belongs’ in our community? And what actually makes us feel ‘safe’?

Conversation Project Dates TBD
Central Oregon Community College  
Monthly Budget Status  
Highlights of November 2021 Financial Statements

Cash and Investments

The College's operating cash balances currently total $47.5 million. The November average yield for the Local Government Investment Pool is down to .45 percent from last report of .49 percent.

General Fund Revenues

The College received $18 million in property tax revenues for the month of November, which represents 91.9% of anticipated collections. Winter term registration started on November 15, resulting in an increase in tuition and fee revenues of $2.8 million over the prior month. The budgeted transfers-in have been posted for the year.

General Fund Expenses

The expenses through November 2021 include the required budgeted inter-fund transfers-out for the fiscal year.

Budget Compliance

All general fund appropriation categories are within budget.
### Central Oregon Community College

#### Monthly Budget Status

November 2021

<table>
<thead>
<tr>
<th>General Fund</th>
<th>Adopted Budget</th>
<th>Year to Date Activity</th>
<th>Variance Favorable (Unfavorable)</th>
<th>Percent of Budget Current Year</th>
<th>Percent of Budget Prior Year</th>
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</thead>
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<tr>
<td><strong>Revenues</strong></td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>District Property Taxes:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Taxes</td>
<td>$ 19,605,000</td>
<td>$ 18,009,691</td>
<td>$ (1,595,309)</td>
<td>91.9%</td>
<td>92.2%</td>
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<tr>
<td>Prior Taxes</td>
<td>459,000</td>
<td>317,444</td>
<td>(141,556)</td>
<td>69.2%</td>
<td>71.4%</td>
</tr>
<tr>
<td>Tuition and fees</td>
<td>16,611,000</td>
<td>8,937,843</td>
<td>(7,673,157)</td>
<td>53.8%</td>
<td>53.8%</td>
</tr>
<tr>
<td>State Aid</td>
<td>8,497,000</td>
<td>4,766,845</td>
<td>(3,730,355)</td>
<td>56.1%</td>
<td>51.1%</td>
</tr>
<tr>
<td>Program and Fee Income</td>
<td>41,000</td>
<td>7,979</td>
<td>(33,021)</td>
<td>19.5%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Interest &amp; Misc. Income</td>
<td>200,000</td>
<td>29,326</td>
<td>(170,674)</td>
<td>14.7%</td>
<td>15.8%</td>
</tr>
<tr>
<td>Transfers-In</td>
<td>3,100,000</td>
<td>3,100,000</td>
<td></td>
<td>100.0%</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$ 48,513,000</td>
<td>$ 35,168,928</td>
<td>$ (13,344,072)</td>
<td>29.7%</td>
<td>29.3%</td>
</tr>
<tr>
<td><strong>Expenses by Function</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Instruction</td>
<td>$ 22,878,176</td>
<td>$ 6,724,426</td>
<td>$ 15,953,750</td>
<td>29.7%</td>
<td>29.3%</td>
</tr>
<tr>
<td>Academic Support</td>
<td>4,453,971</td>
<td>1,573,769</td>
<td>2,880,202</td>
<td>35.3%</td>
<td>35.2%</td>
</tr>
<tr>
<td>Student Services</td>
<td>5,479,217</td>
<td>1,888,241</td>
<td>3,590,976</td>
<td>34.5%</td>
<td>34.0%</td>
</tr>
<tr>
<td>College Support</td>
<td>5,646,729</td>
<td>2,044,845</td>
<td>3,601,884</td>
<td>36.2%</td>
<td>35.5%</td>
</tr>
<tr>
<td>Plant Operations and Maintenance</td>
<td>4,773,815</td>
<td>1,802,620</td>
<td>3,171,195</td>
<td>33.6%</td>
<td>33.1%</td>
</tr>
<tr>
<td>Information Technology</td>
<td>4,776,262</td>
<td>1,709,565</td>
<td>3,066,697</td>
<td>35.8%</td>
<td>38.4%</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>112,897</td>
<td>26,218</td>
<td>86,679</td>
<td>23.2%</td>
<td>17.9%</td>
</tr>
<tr>
<td>Contingency</td>
<td>800,000</td>
<td>800,000</td>
<td></td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Transfers-Out</td>
<td>1,587,213</td>
<td>1,587,213</td>
<td></td>
<td>100.0%</td>
<td>98.9%</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td>$ 50,311,280</td>
<td>$ 17,156,897</td>
<td>$ 33,154,383</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Revenues Over/(Under) Expenses</strong></td>
<td>$ (1,798,280)</td>
<td>$ 18,012,031</td>
<td>$ 19,810,311</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Central Oregon Community College
### Monthly Budget Status
#### November 2021

<table>
<thead>
<tr>
<th>Non General Funds</th>
<th>Adopted Budget</th>
<th>Year to Date Activity</th>
<th>Variance Favorable (Unfavorable)</th>
<th>Percent of Budget Current Year</th>
<th>Percent of Budget Prior Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Debt Service Fund</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$5,986,266</td>
<td>$4,986,211</td>
<td>$(1,000,055)</td>
<td>83.3%</td>
<td>79.0%</td>
</tr>
<tr>
<td>Expenses</td>
<td>$6,120,592</td>
<td>$1,959,557</td>
<td>4,161,035</td>
<td>32.0%</td>
<td>21.0%</td>
</tr>
<tr>
<td>Revenues Over/(Under) Expenses</td>
<td>$(134,326)</td>
<td>$3,026,654</td>
<td>$3,160,980</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Grants and Contracts Fund</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$11,535,259</td>
<td>$3,304,674</td>
<td>$(8,230,585)</td>
<td>28.6%</td>
<td>17.6%</td>
</tr>
<tr>
<td>Expenses</td>
<td>$11,801,609</td>
<td>$3,462,966</td>
<td>8,338,643</td>
<td>29.3%</td>
<td>22.4%</td>
</tr>
<tr>
<td>Revenues Over/(Under) Expenses</td>
<td>$(266,350)</td>
<td>$(158,292)</td>
<td>$108,058</td>
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<td></td>
</tr>
<tr>
<td><strong>Capital Projects Fund</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$3,176,238</td>
<td>$162,012</td>
<td>$(3,014,226)</td>
<td>5.1%</td>
<td>86.2%</td>
</tr>
<tr>
<td>Expenses</td>
<td>7,509,052</td>
<td>879,682</td>
<td>6,629,370</td>
<td>11.7%</td>
<td>13.6%</td>
</tr>
<tr>
<td>Revenues Over/(Under) Expenses</td>
<td>$(4,332,814)</td>
<td>$(717,670)</td>
<td>$3,615,144</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Enterprise Fund</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$4,729,166</td>
<td>$1,564,024</td>
<td>$(3,165,142)</td>
<td>33.1%</td>
<td>10.5%</td>
</tr>
<tr>
<td>Expenses</td>
<td>4,771,726</td>
<td>2,055,358</td>
<td>2,716,368</td>
<td>43.1%</td>
<td>41.3%</td>
</tr>
<tr>
<td>Revenues Over/(Under) Expenses</td>
<td>$(42,560)</td>
<td>$(491,334)</td>
<td>$(448,774)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>** Auxiliary Fund**</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$8,442,713</td>
<td>$4,604,668</td>
<td>$(3,838,045)</td>
<td>54.5%</td>
<td>54.4%</td>
</tr>
<tr>
<td>Expenses</td>
<td>10,168,804</td>
<td>3,150,811</td>
<td>7,012,993</td>
<td>31.0%</td>
<td>40.6%</td>
</tr>
<tr>
<td>Revenues Over/(Under) Expenses</td>
<td>$(1,727,091)</td>
<td>$1,447,857</td>
<td>$3,174,948</td>
<td></td>
<td></td>
</tr>
<tr>
<td>** Reserve Fund**</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$11,674</td>
<td>$-</td>
<td>$(11,674)</td>
<td>0.0%</td>
<td>0.0%</td>
</tr>
<tr>
<td>Expenses</td>
<td>456,000</td>
<td>428,243</td>
<td>28,757</td>
<td>94.1%</td>
<td>95.6%</td>
</tr>
<tr>
<td>Revenues Over/(Under) Expenses</td>
<td>$(443,326)</td>
<td>$(428,243)</td>
<td>$15,083</td>
<td></td>
<td></td>
</tr>
<tr>
<td>** Financial Aid Fund**</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$22,059,071</td>
<td>$6,685,550</td>
<td>$(15,373,521)</td>
<td>30.3%</td>
<td>28.1%</td>
</tr>
<tr>
<td>Expenses</td>
<td>22,322,975</td>
<td>7,204,985</td>
<td>15,117,990</td>
<td>32.3%</td>
<td>28.5%</td>
</tr>
<tr>
<td>Revenues Over/(Under) Expenses</td>
<td>$(263,904)</td>
<td>$(519,435)</td>
<td>$(255,531)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>** Internal Service Fund**</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$140,540</td>
<td>$20,789</td>
<td>$(119,751)</td>
<td>14.8%</td>
<td>9.5%</td>
</tr>
<tr>
<td>Expenses</td>
<td>112,458</td>
<td>31,688</td>
<td>80,770</td>
<td>28.2%</td>
<td>24.7%</td>
</tr>
<tr>
<td>Revenues Over/(Under) Expenses</td>
<td>$28,082</td>
<td>$(10,899)</td>
<td>$(38,981)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>** Trust and Agency Fund**</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Revenues</td>
<td>$9,332</td>
<td>$840</td>
<td>$(8,492)</td>
<td>9.0%</td>
<td>16.1%</td>
</tr>
<tr>
<td>Expenses</td>
<td>18,050</td>
<td>2,625</td>
<td>15,425</td>
<td>14.5%</td>
<td>15.5%</td>
</tr>
<tr>
<td>Revenues Over/(Under) Expenses</td>
<td>$(8,718)</td>
<td>$(1,785)</td>
<td>$6,933</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Central Oregon Community College

Cash and Investments Report
As of November 30, 2021

<table>
<thead>
<tr>
<th>College Portfolio</th>
<th>Operating Funds</th>
<th>Trust/Other Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash in State Investment Pool</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4089 - General operating fund</td>
<td>$ 46,181,664</td>
<td>$ 360,704</td>
</tr>
<tr>
<td>3624 - Robert Clark Trust</td>
<td></td>
<td></td>
</tr>
<tr>
<td>November Average Yield 0.45%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash in USNB</td>
<td>$ 1,362,496</td>
<td></td>
</tr>
<tr>
<td>Cash on Hand</td>
<td>$ 4,600</td>
<td></td>
</tr>
<tr>
<td>Total Cash</td>
<td>$ 47,548,760</td>
<td>$ 360,704</td>
</tr>
</tbody>
</table>
Central Oregon Community College  
Board of Directors  
New Hires Report  
Date of Hire: December 1-31, 2021

<table>
<thead>
<tr>
<th>Name</th>
<th>Hire Date</th>
<th>Job Description</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barrett, Sayward</td>
<td>12/6/2021</td>
<td>Administrative Assistant</td>
<td>Regional Svcs. &amp; R.C. Operations</td>
</tr>
<tr>
<td>Field, Van</td>
<td>12/7/2021</td>
<td>Facility Spec General Trades</td>
<td>Maintenance of Buildings</td>
</tr>
<tr>
<td>Pelley, Erik</td>
<td>12/1/2021</td>
<td>Facility Spec General Trades</td>
<td>Maintenance of Buildings</td>
</tr>
<tr>
<td>Burket, Adah Jan</td>
<td>12/27/2021</td>
<td>Bookstore Cashier I</td>
<td>Bookstore</td>
</tr>
<tr>
<td>Lempke, Daniel T</td>
<td>12/3/2021</td>
<td>Student Ambassador</td>
<td>Student Outreach &amp; Contact</td>
</tr>
<tr>
<td>Rios, Jesse Michal</td>
<td>12/1/2021</td>
<td>CFI Training</td>
<td>Aviation Program</td>
</tr>
<tr>
<td>Rios, Jesse Michal</td>
<td>12/1/2021</td>
<td>Cert. Flight Instructor II</td>
<td>Aviation Program</td>
</tr>
<tr>
<td>Shephard, Scott Andrew</td>
<td>12/20/2021</td>
<td>CFI Training</td>
<td>Aviation Program</td>
</tr>
<tr>
<td>Shephard, Scott Andrew</td>
<td>12/20/2021</td>
<td>Cert. Flight Instructor III</td>
<td>Aviation Program</td>
</tr>
<tr>
<td>Winterbottom, Elijah R</td>
<td>12/6/2021</td>
<td>Fitness Attendant</td>
<td>Health &amp; Human Performance Office</td>
</tr>
</tbody>
</table>
Central Oregon Community College
Board of Directors: Information Item

<table>
<thead>
<tr>
<th>Subject</th>
<th>Hiring of Renita Carrico-Cuevas as Marketing Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Enrichment</td>
<td>CE-1: Build and strengthen partnerships with education stakeholders, including Pre-K and higher education.</td>
</tr>
<tr>
<td>Institutional Efficiency</td>
<td>IE-4: Improve information sharing practices and communication sources.</td>
</tr>
<tr>
<td>Prepared By</td>
<td>Laura Boehme, Chief Information/Human Resources Officer</td>
</tr>
</tbody>
</table>

A. Background

The Marketing Manager position is a replacement position.

B. Timing

The Marketing Manager position is a 1.0 FTE, 12-month employment contract each fiscal year. For the 2021-22 fiscal year, the initial employment contract period will be from January 3, 2022 to June 30, 2022. As with all other full-time Administrator employees, a new contract will be prepared for the next academic year that begins on July 1.

C. Budget Impact

This position is in the 2021-22 budget and conforms to the current approved Administrator salary schedule.

Renita Carrico-Cuevas holds a bachelor's degree in Communications from Colorado State University. Renita most recently served as a Marketing & Communications Associate with Midstate Electric Cooperative. Prior to this role, Renita owned a business, Redi-STAT Transcription Services.
Subject | Hiring of Michael Klinkerfues as Network Services Technician
--- | ---
Student Success | SS-2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.
Institutional Efficiency | IE-1: Improve practices and systems related to providing a supportive and productive workplace.
Prepared By | Laura Boehme, Chief Information/Human Resources Officer

A. Background

The **Network Services Technician** position is a replacement position.

B. Timing

The **Network Services Technician** position is a 1.0 FTE, 12-month employment contract each fiscal year. For the 2021-22 fiscal year, the initial employment contract period will be from December 27, 2021 to June 30, 2022. As with all other full-time Administrator employees, a new contract will be prepared for the next academic year that begins on July 1.

C. Budget Impact

This position is in the 2021-22 budget and conforms to the current approved Administrator salary schedule.

Michael Klinkerfues holds a bachelor's degree in Computer Information Systems from Walden University. Michael most recently served as a Technical Support Engineer for Sunriver Computer Services. Prior to this role, Michael held multiple information technology positions including System Analyst II for the Deschutes County District Attorney Office and Information Technology Specialist II for the Oregon Judicial Department.
Central Oregon Community College
Board of Directors: Resolution

Subject | Approve costs for ITS replacement of physical VMware hosts (servers)
---|---
Strategic Plan Initiatives | Student Success SS-2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal
Institutional Efficiency, IE-4: Improve information sharing practices and platforms

Prepared By | Laura Boehme, Chief Information/Human Resources Officer

A. Background

This motion is the result of a need to replace the physical “cluster” of four high-end computer servers that provide the processing power, memory and disk space necessary to virtualize over one-hundred and eighty virtual servers that provide various academic and business functions across campus, including Email, Single Sign-On, Student Printing, Remote Desktop Services as well as many other services.

Prior to implementing this high-end VMware cluster, the College purchased and maintained a physical server for each application or group of applications. Dozens of these servers were mounted in racks within the Pioneer Datacenter. In 2007, ITS leadership began to explore methods for moving software applications from physical servers to a virtual environment and, in 2008 implemented the first physical VMware cluster. Not only did this VMware virtual environment begin to reduce the amount of electricity and cooling required to run these individual physical servers, but the ITS Department also realized improved data back-up, restoration and administration efficiencies that have allowed us to continue to add new software applications and servers “virtually” without increasing our need for labor, electricity or building floorspace at the same rate of growth.

B. Options/Analysis

1. Approve the purchase of this physical VMware cluster of four servers to replace our existing VMware cluster and maintain current operations.
2. Do not approve the purchase of this physical VMware cluster of four servers and begin discussions with regards to what applications and services we can do without.

C. Timing

Purchase of this computer equipment and services immediately following the board resolution approval will allow enough time for delivery, installation and migration prior to end of lifecycle in April of 2022.
D. Budget Impact

Since virtualization began in 2008, we have more than quadrupled the number of servers that the ITS Department manages today. All one-hundred and eighty of these virtual servers run on a “cluster” of four high-end physical servers. These physical servers run 24 hours per day, seven days per week, with very high loads and, after several years, begin to run out of memory and disk space. Because of these loads, and the seemingly constant increases in disk and memory requirements, these servers are on a three-year lifecycle replacement. The replacement of these servers is a planned event and budgeted for as part of the ITS TECH fund. Estimated costs for hardware and support services are approximately $175,000 dollars. No additional funding from the college is being requested for this project.

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors approve the VMware cluster hardware and technical service costs as outlined in section D of this resolution.
A. **Background**

Excerpt from Oregon Administrative Rules (OAR 589-006-0150): *Community college boards are responsible for approving their college’s certificate of completion, associate degree and associate degree option requirements.*

The proposed new One-year Certificate of Completion in Outdoor Leadership meets COCC, state, and regional accreditation (Northwest Commission on Colleges and Universities) standards. Upon approval by the COCC Board this program will be submitted to the Oregon Higher Education Coordinating Commission/Office of Community College and Workforce Development and then to the Northwest Commission on Colleges and Universities as required for each category.

B. **Options/Analysis**

Approve the proposed new academic program.
Decline approval of the new academic program.

C. **Timing**

The new program will be available in the 2022-23 Catalog that begins Fall 2022 term.

D. **Budget Impact**

The proposed changes consist of current courses which will continue to be offered. The result is a negligible budget impact.

E. **Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors approves the following new One-year Certificate of Completion in Outdoor Leadership effective Fall 2022.
GP 6: Board Committees and Liaisons

The COCC Board will have nine standing committees and one ad hoc committee with members and chairs appointed by the board chair. Additionally, the board chair will appoint members of the board to serve as liaison to non-board committees and outside organizations. The board chair will use reasonable efforts to consult with each board member prior to making an appointment. Appointments will be made at the annual organization meeting of the board, or as necessary due to unexpected vacancy.

Unless otherwise noted below, each committee appointment shall be for a period of one year, and members may serve more than one term.

Board Committees:

1. President Evaluation – This committee consists of three board members who will adopt an annual performance review policy, instrument, and procedure in collaboration with and mutually agreed upon by the president. The committee will gather agreed upon data/information, facilitate the evaluation discussion with the Board, and discuss the evaluation results with the president.

2. Board Self-Evaluation– This committee consists of three board members who will oversee the board’s Self-Evaluation, including reviewing the process used for evaluation, gathering necessary data/information, and facilitating the evaluation discussion with the full board.

3. COCC Memorial Education / Keyes’ Trust – This committee consists of one board member (serving a renewable, two-year term) and the president. They annually determine how best to spend earnings from Keyes Trust investments in compliance with the instructions of the Trust.

4. Audit and Finance – This committee consists of three board members and two budget committee members and meets at least twice annually to do the following: 1) review external and internal audit plans and results prior to their submission to the board as a whole; 2) report to the board its findings and opinions regarding internal and external audit results; and 3) recommend specific areas of future internal and external audit focus for consideration by the full board. The president and designated staff serve as ex officio members.

5. Real Estate – This committee consists of three board members who review all material real estate plans, purchases, sales, and changes. The committee makes recommendations to the full board about all material real estate matters. The president and designated staff serve as ex officio members.

6. Student Success – This committee consists of three board members who recommend Institutional student success indicators to the full board and monitor longitudinal Institutional student success data. The committee also may monitor and review other institutional measures of student success and initiatives undertaken to improve student performance. The president and designated staff serve as ex officio members.
7. Policy Review – This committee consists of three board members who review and recommend revisions to policies of the COCC Board of Directors, including those related to the Governance Process, Board-President Relationship, and Expectations of the President. The president may be invited to attend as an *ex officio* member.

8. Board Member Orientation – This committee consists of 3 board members who create, review, and adjust the plan for orientation of new board members. The committee will meet at least yearly to review and update the orientation plan. The president and designated staff serve as *ex officio* members.

Board Liaison Roles:

9. College Affairs Committee -- One board member serves as an *ex-officio* member of the college's committee to adopt, revise, and sunset general college policies.

10. COCC Foundation Board -- One board member serves as an *ex-officio* member on the board of the COCC Foundation, which provides funds for scholarships and capital improvements, cultivates relationships with stakeholders to support COCC and its students, and develops programs that foster COCC student success.

11. Oregon Community College Association – Along with the president of the college, one board member serves on the governing board of the Oregon Community College Association, whose purpose is to support the colleges before policy-makers and partners whose actions affect the well-being of community colleges across the state. Each College has one vote on the board.

12. OSU-Cascades Advisory Board – One board member, recommended by the COCC Board of Directors and approved by the OSU president, serves on this board, which provides an opportunity for alumni, friends and community members to deepen their engagement with OSU-Cascades, and for the vice president of OSU-Cascades to gain advice and support.

13. Association of Community Colleges & Trustees – One board member attends the annual ACCT Conference as a voting delegate. If the board chair is in attendance, that person will have the college’s voting rights.

All other board committees will be established on a designated or ad hoc basis, with a specific charge, and timeline for completion.