CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, January 14, 2026 – 5:45 PM
Boyle Education Center Boardroom / YouTube

| TIME** | ITEM | ENC.* | ACTION | PRESENTER |
|---|---|---|---|---|
| 5:45 p.m. | | | | |
| | **I. Call to Order** | | | **Porter** |
| | **II. Native Lands Acknowledgement** | 2a.1* | | **Porter** |
| | **III. Roll Call** | | | **Alberg** |
| | **IV. Agenda Changes** | | | **Porter** |
| | **V. Public Comment** | | | **Alberg** |
| | **VI. Consent Agenda***** | | | |
| | 1. Regular Meeting Minutes (12.10.25) | 6a.1-6* | X | **Matthews[A]** |
| | **VII. Information Items** | | | |
| | 1. Monthly Budget Status | 7a.1-4* | | **LaLonde[A]** |
| | 2. New Hire Reports | 7b.1-2* | | **Boehme[A]** |
| | **VIII. New Business** | | | |
| | 1. Construction Manager/General Contractor Services for the Redmond Campus Renovation | 8a.1-3* | X | **LaLonde/ Clawson [A]** |
| | 2. Neighborly Ventures Ground Lease Agreement | 8b.1-5* | X | **LaLonde[A]** |
| | 3. Mileage and Meal Per Diem Rates | 8c.1* | X | **LaLonde[A]** |
| | 4. Budget Committee Nominees | 8d.1-5* | X | **LaLonde[A]** |
| | 5. Room and Board Rates | 8e.1-2* | X | **Moore/Davis[A]** |
| | 6. Academic Program Changes | 8f.1-7* | X | **Hamlin[A]** |
| | **IX. Board of Directors' Operations** | | | |
| | 1. Recommended Changes to GP 4: Chair-person/Vice-Chairperson Role, 2nd Reading | 9a.1-4* | X | **Craska Cooper** |
| | 2. Recommended Changes to BEP 7: Communication and Counsel to the Board | 9b.1-2* | | **Craska Cooper** |
| | 3. Committee Updates | | | |
| | a. Advocacy Committee | | | **Foote Morgan** |
| | b. Audit and Finance Committee | | | **Unger** |
| | c. Policy Review Committee | | | **Craska Cooper** |
| | d. Real Estate Committee | | | **Krenowicz** |
| | 4. Board Member Activities | | | |
| | **X. President's Report** | | | **Pereira** |

* Material to be distributed via e-mail & USPS (as necessary)
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**XI. Dates** **Porter**

1. Monday, January 19 – Closed for Martin Luther King Jr. Day
2. Tuesday, January 20 – Season for Nonviolence: Cleve Jones – 6:30 p.m. at the Tower Theatre in Bend
3. Friday, January 30 – Inside Look at the COCC Madras Campus' New Building at 3:00 p.m.
4. Wednesday, February 11 – Board of Directors' Meeting – Boyle Education Center Boardroom at 5:45 p.m.
5. Saturday, February 28 – Board of Directors' Retreat (Location and time to be announced)

**XII. Adjourn to Executive Session** **Porter**

ORS 192.660 section 2, subsection d, Labor Negotiations
ORS 192.660 section 2, subsection e, for the purpose of discussing real property transactions

**XIII. Adjourn to Open Session** **Porter**

**XIV. Open Session**

**XV. Adjourn** **Porter**

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**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.

## COCC Land Acknowledgement

(Condensed Version)

COCC would like to acknowledge that the beautiful land our campuses reside on, are the original homelands of the **Wasq’ú** (Wasco**)**, and the **Wana Łama** (Warm Springs**)** people. They ceded this land to the US government in the Treaty of 1855. The **Numu** (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. 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 10, 2025 – 5:45 PM
Boyle Education Center Boardroom / YouTube

| TIME** | ITEM | ENC.* | ACTION | PRESENTER |
|---|---|---|---|---|

**5:45 p.m.**

**I. Called to Order at 5:46 p.m.** — **Skatvold**

**II. Native Lands Acknowledgement** — 2a.1* — **Skatvold**

**III. Roll Call** — **Alberg**

Board members, staff and guests:
Erica Skatvold (Chair), Jim Porter (Vice-Chair), Laura Craska Cooper, Joe Krenowicz, Alan Unger, Erin Merz, Greg Pereira (President), Zak Boone, Laura Boehme, Alicia Moore, Annemarie Hamlin, Michael LaLonde, Mark Cork, Kim Olson, Jennifer Lubin, Sean Rule, Paul Taylor, Kyle Matthews, Lucas Alberg, Becky Plassman

**IV. Agenda Changes** — **Skatvold**

None.

**V. Information Items**

1. Introduction to Mahlum Architects — **Cork**P
   a. Cork shared an overview of Mahlum's plans for consultation on COCC's facilities master plan. They plan to survey the College's facilities, identify needs, and make recommendations for capital projects and deferred maintenance. They will meet with various College committees and members of the community for feedback.
   b. Craska Cooper asked if improving building utilization over construction could be a solution. Cork confirmed this.
   c. Skatvold asked how the qualities of a building's conditions are defined and how risks are determined.
      i. Cork said that a lot of this work was done at COCC in 2022 by another consultant. Known risks are ranked from least to greatest need for deferred maintenance. Cork and his team will be touring the campuses and interviewing personnel to update this data.
2. Open Educational Resources and Developmental Education — **Rule**P
   a. Rule shared copies of his open educational resource (OER) textbook, which he completed during his sabbatical in the Spring 2025 term. A link to the digital OER was also emailed to the Board prior to this meeting.

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The purpose of this OER is to be a no–cost textbook for students enrolled in a developmental mathematics course at COCC. It can also be edited as deemed necessary.

b. Rule also shared his concerns regarding State funding for developmental education. The Oregon Community College Association (OCCA) and Oregon's Higher Education Coordinating Commission (HECC) recently announced that co–requisite courses would be replacing developmental courses. However, Rule noted that, in the research presented by these organizations, students who require remediation while taking co–requisite courses were more likely to drop out of public colleges than those who enroll in developmental courses, and students with the lowest scores were less likely to earn short–term certificates. Rule suggested that both co–requisite and developmental courses are needed to best serve COCC's students. He recently discussed this with Hamlin and Pereira, and Pereira has discussed it further with the Oregon Presidents' Council (OPC). One possibility that is being negotiated is reducing two developmental courses into one.

c. Plassman said that, in her time teaching developmental courses at COCC, she has observed the majority of her students successfully completing the course, moving on to more advanced courses, and eventually graduating.

**VI. Public Comment** **Alberg**

1. Sara Henson, President of the Faculty Forum, shared a handout with the Board members that showed comparisons on salaries and costs of living for faculty at Linn–Benton Community College and Mt. Hood Community College. This was intended to be a follow–up from her comments at the previous Board meeting regarding how wages for COCC's employees have not kept up with the rising cost of living in Central Oregon. The handout also included a survey on bargaining agreements with the Faculty Forum. Henson also shared that 65% of the faculty have taught at COCC for less than ten years and 16% of the faculty could be retiring in the next few years, so competitive salaries will be an important factor in recruiting new faculty.

**VII. Consent Agenda*****

| | | | |
|---|---|---|---|
| 1. Work Session Minutes (11.12.25) | 7a.1–5* | X | **Matthews**[A] |
| 2. Regular Meeting Minutes (11.12.25) | 7b.1–8* | X | **Matthews**[A] |

3. Motion to approve consent agenda.
   a. 1st: Laura Craska Cooper
   b. 2nd: Jim Porter
   c. In favor: Erica Skatvold, Jim Porter, Joe Krenowicz, Laura Craska Cooper, Alan Unger, Erin Merz
   d. Opposed or abstained: none

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**VIII. Information Items**

1. Monthly Budget Status 8a.1–4* **LaLonde[A]**
   No questions.
2. New Hire Reports 8b.1–2* **Boehme[A]**
   No questions.

**IX. New Business**

1. Emeritus Status for Retiring Staff 9a.1* X **Boehme[A]**
   a. Boehme proposed emeritus status for Sharla Andresen, who will be retiring on December 31 after 34 years on service at COCC in Financial Aid, Campus Safety, and most recently in Human Resources as Director of Risk Management.
   b. Motion to approve emeritus status for Sharla Andresen.
      i. 1st: Joe Krenowicz
      ii. 2nd: Laura Craska Cooper
      iii. In favor: Erica Skatvold, Jim Porter, Joe Krenowicz, Laura Craska Cooper, Alan Unger, Erin Merz
      iv. Opposed or abstained: none

**X. Board of Directors' Operations**

1. Recommended Changes to GP4: Chair–person/Vice–Chairperson Role, 2nd Reading 10a.1–4* X **Craska Cooper**
   a. Matthews distributed a revised version of the proposed changes at the start of this meeting. This version included recommended changes from the Board during the first reading of this proposal.
   b. Merz suggested tabling this reading as the full Policy Review Committee was not able to convene after the first reading. Craska Cooper and Porter concurred.
   c. The Policy Review Committee will plan to convene and discuss this further before the next regular Board meeting in January.
2. Committee Updates
   a. Advocacy Committee 10b.1–5* **Merz**
      i. Merz said the Committee has primarily discussed potential budget cuts from the State. Enclosed in this meeting's packet is a draft of a sign–on letter for the Board to consider supporting. The letter would be addressed to Oregon's legislators and signed by Pereira and the President of COCC's student government. Members of the community would be encouraged to support this letter, asking for the legislators to reconsider reducing the budget for Oregon's community colleges. The legislature is currently proposing a 2.5% overall cut. The Committee is recommending publishing this letter in January before the legislative session begins. The letter also points out how the state funding model disproportionately affects COCC.
      ii. Alberg added that the student government will be promoting the letter among the student body for their support. Alberg will also send out a press release to promote the letter and it will be shared on COCC's social media accounts. The letter will also address the potential discontinuation of the Oregon Promise Grant.

iii. Merz asked if there was anticipation to publish the letter before the next regular Board meeting in January.
    1. Alberg recommended publishing in early January, before the next Board meeting, in order to raise as much support for the letter as possible. Unger concurred.
iv. Alberg asked if the Board members would be interested in co-signing this letter, or in signing the letter as private citizens, or if Skatvold could co-sign as Chair of the Board on their behalf.
    1. Skatvold recalled that the full Board has co-signed such letters in the past.
    2. Craska Cooper suggested that any of the options that Alberg suggested would be allowed as long as the full Board concurs.
v. Motion to authorize Erica Skatvold to co-sign the letter to Oregon's legislators on behalf of COCC's Board of Directors.
    1. 1st: Laura Craska Cooper
    2. 2nd: Jim Porter
    3. In favor: Erica Skatvold, Jim Porter, Joe Krenowicz, Laura Craska Cooper, Alan Unger, Erin Merz
    4. Opposed or abstained: none
vi. Alberg will revise the draft accordingly and send it to the Board for their review.

b. Policy Review Committee **Merz/Skatvold**

i. Along with proposed revisions to Governing Policy (GP) 4, the Committee also discussed proposed revisions to GP 9: Board Operations, in regards to nomination procedures for the Chair and Vice-Chair.
ii. Skatvold added that the Committee discussed potential revisions to the Board's internal calendar to align with the Board's policies, as well as proposed revisions to Board Expectations for the President (BEP) 7: Communication and Counsel to the Board. These proposed revisions will be presented to the Board at their next regular meeting.

3. Board Member Activities

a. Alan Unger

i. May 5-7: OCCA annual conference

b. Erin Merz

i. November 20: Meeting with Pereira and Rep. Jason Kropf
ii. November 26: Advocacy Committee meeting
iii. November 26: Policy Review Committee meeting
iv. December 5: OCCA Board meeting
    1. Top priorities identified by the OCCA Board were preventing budget cuts to the Community College Support Fund, preserving the Oregon Promise Grant, and protecting career pathway programs from elimination.
    2. Other issues were approved to be monitored and evaluated. Merz will send details to the Board via email.

3. One monitored issue that the HECC will be voting on the day after this meeting is dual–credit instructor qualifications and parity.

v. December 9: Meeting with Pereira, Rep. Emerson Levy, LaLonde, Cindy Lenhart, Amy Ward and Cory Darling at the Redmond campus.

vi. December 9: Watched recording of COCC's staff's "Let's Chat" event, hosted by Pereira.

vii. December 9: Listened to Pereira's interview on the *Bend Don't Break* podcast.

c. Jim Porter

i. November 20: OCCA lunch and learn event on preparing for 2026

ii. November 21 and December 3 and 5: Meetings with Skatvold and Pereira

d. Laura Craska Cooper

i. Meeting with Pereira (date unknown)

ii. November 21: Meeting with Cindy Lenhart and Suzie Kristensen at the Prineville campus regarding stakeholder feedback on the future of the campus

e. Erica Skatvold

i. November 21 and December 3 and 5: Meetings with Porter and Pereira

ii. November 21: Interview with *The Broadside* student newspaper

iii. November 26: Advocacy Committee meeting

iv. November 26: Policy Review Committee meeting

**XI. President's Report** **Pereira**

1. Enrollment for the Fall 2025 term saw a 3% increase. A similar rate appears to be happening for Winter 2026.
2. Pereira was interviewed on the *Bend Don't Break* podcast, where he publicly discussed for the first time COCC's goal to become a first–choice college. Pereira has received positive feedback from community members.
3. Pereira and Boone attended a Bend Rotary Club meeting on the day of this Board meeting. Pereira gave a presentation on COCC's first–choice college goal.
4. In a recent OPC meeting, Oregon's universities released a financial sustainability report. The report made a recommendation for the legislature to direct the HECC and all of the state's higher education institutions to develop a public institutional integration. This was not expected by the OPC. Pereira contacted his counterparts at OSU–Cascades, who followed–up with their colleagues in Corvallis. They learned that this information was not shared with the university presidents before the HECC's announcement to the OPC. This recommendation has since been pulled from the agenda for tomorrow's HECC meeting. Pereira suggested that there is no immediate concern on this matter.
5. Pereira thanked Merz and Erin Foote Morgan for participating in meetings with Oregon legislators. The legislators had a lot of questions and suggested that

Oregon's community colleges will indeed be facing budget cuts, but the significance of the proposed cuts is still unclear. They were also surprised to learn that COCC is the oldest community college in the State and how the state's equalization model disproportionately affects COCC. One legislator also suggested that COCC should be allowed to change its name, despite the fact that a law was passed in 1965 that required all community colleges in Oregon have the word "Community" in their names. Pereira also thanked LaLonde, Lenhart, Ward and Darling for presenting during Rep. Levy's visit to the Redmond campus.

**XII. Dates** **Skatvold**

1. Sunday, December 14 – Redmond Community Choir Performance – Redmond High School Auditorium at 4:00 – 6:00 p.m.
2. December 22–26, Closed for Winter Break
3. Thursday, January 1, Closed for New Year's Day
4. Wednesday, January 7 – Real Estate Committee Meeting – Remotely via Zoom at 4:30 p.m.
5. Wednesday, January 14 – Board of Directors' Meeting – Boyle Education Center Boardroom at 5:45 p.m.
6. Thursday, January 20 – Season for Nonviolence: Cleve Jones – 6:30 p.m. at the Tower Theatre in Bend
7. Friday, January 30 – Inside Look at the COCC Madras Campus' New Building at 3:00 p.m.

**XIII. Adjourned to Executive Session at 7:07p.m.** **Skatvold**

ORS 192.660 section 2, subsection d, Labor Negotiations

**XIV. Adjourn to Open Session** **Skatvold**

**XV. Open Session**

**XVI. Adjourn** **Skatvold**

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# Central Oregon Community College
Monthly Budget Status
Highlights of November 2025
Financial Statements

## Cash and Investments

The College's operating cash balances currently total $45 million. The November average yield for the Local Government Investment Pool decreased to 4.34 percent from 4.57 percent in the prior month.

## General Fund Revenues

The College received $21.8 million in property tax revenues in November, which represents 89.7% of anticipated collections. Winter term registration began in mid-November, resulting in an increase in tuition and fee revenues of $4.3 million over the prior month. Additionally, the College received its second Employee Retention Tax Credit payment of $3.2 million.

## General Fund Expenses

The expenses through November 2025 include the majority of the required budgeted inter-fund transfers-out for the fiscal year. The remaining $6.6 million transfer out will be made to support the Madras build at the completion of the project.

## Budget Compliance

All general fund appropriation categories are within budget.

**Central Oregon Community College**

# Monthly Budget Status

**November 2025**

14-Jan-26

| **General Fund** | **Adopted Budget** | **Year to Date Activity** | **Variance Favorable (Unfavorable)** | **Percent of Budget Current Year** | **Percent of Budget Prior Year** |
|---|---|---|---|---|---|
| **Revenues** | | | | | |
| District Property Taxes: | | | | | |
| Current Taxes | $ 24,330,000 | $ 21,819,069 | $ (2,510,931) | 89.7% | 88.6% |
| Prior Taxes | 283,000 | 310,043 | 27,043 | 109.6% | 67.0% |
| Tuition and fees | 22,430,000 | 12,527,554 | (9,902,446) | 55.9% | 58.9% |
| State Aid | 13,279,000 | 6,344,148 | (6,934,852) | 47.8% | 44.9% |
| Program and Fee Income | 100,000 | 20,644 | (79,356) | 20.6% | 24.1% |
| Interest & Misc. Income | 974,000 | 3,288,339 | 2,314,339 | 337.6% | 4.7% |
| Transfers-In | 5,588,744 | 2,903,957 | (2,684,787) | 52.0% | 2.2% |
| **Total Revenues** | **$ 66,984,744** | **$ 47,213,754** | **$ (19,770,990)** | | |
| **Expenses by Function** | | | | | |
| Instruction | $ 28,154,525 | $ 9,594,174 | $ 18,560,351 | 34.1% | 32.7% |
| Instructional Support | 5,554,985 | 1,996,829 | 3,558,156 | 35.9% | 37.1% |
| Student Services | 7,883,478 | 2,774,552 | 5,108,926 | 35.2% | 32.6% |
| College Support | 7,475,399 | 3,121,156 | 4,354,243 | 41.8% | 36.1% |
| Campus Services | 6,140,941 | 2,310,358 | 3,830,583 | 37.6% | 40.7% |
| Information Technology | 7,947,140 | 3,111,266 | 4,835,874 | 39.1% | 44.4% |
| Financial Aid | 200,000 | 51,069 | 148,931 | 25.5% | 62.1% |
| Contingency | 1,000,000 | - | 1,000,000 | 0.0% | 0.0% |
| Transfers-Out | 19,070,532 | 12,445,532 | 6,625,000 | 65.3% | 100.6% |
| **Total Expenses** | **$ 83,427,000** | **$ 35,404,936** | **$ 48,022,064** | | |
| **Revenues Over/(Under) Expenses** | **$ (16,442,256)** | **$ 11,808,818** | **$ 28,251,074** | | |

**Central Oregon Community College**
## Monthly Budget Status
**November 2025**

14-Jan-26

| | | Adopted Budget | | Year to Date Activity | | Variance Favorable (Unfavorable) | Percent of Budget Current Year | Percent of Budget Prior Year |
|---|---|---|---|---|---|---|---|---|
| **Non General Funds** | | | | | | | | |
| **Debt Service Fund** | | | | | | | | |
| Revenues | $ | 6,152,755 | $ | 4,446,876 | $ | (1,705,879) | 72.3% | 72.3% |
| Expenses | | 6,087,037 | | 1,597,193 | | 4,489,844 | 26.2% | 18.4% |
| **Revenues Over/(Under) Expenses** | $ | 65,718 | $ | 2,849,683 | $ | 2,783,965 | | |
| **Grants and Contracts Fund** | | | | | | | | |
| Revenues | $ | 6,034,347 | $ | 1,416,519 | $ | (4,617,828) | 23.5% | 22.3% |
| Expenses | | 6,738,055 | | 2,896,430 | | 3,841,625 | 43.0% | 49.7% |
| **Revenues Over/(Under) Expenses** | $ | (703,708) | $ | (1,479,911) | $ | (776,203) | | |
| **Capital Projects Fund** | | | | | | | | |
| Revenues | $ | 23,234,020 | $ | 10,694,718 | $ | (12,539,302) | 46.0% | 17.6% |
| Expenses | | 24,338,954 | | 6,074,629 | | 18,264,325 | 25.0% | 16.0% |
| **Revenues Over/(Under) Expenses** | $ | (1,104,934) | $ | 4,620,089 | $ | 5,725,023 | | |
| **Enterprise Fund** | | | | | | | | |
| Revenues | $ | 5,349,792 | $ | 1,881,258 | $ | (3,468,534) | 35.2% | 38.3% |
| Expenses | | 7,655,167 | | 4,800,423 | | 2,854,744 | 62.7% | 43.1% |
| **Revenues Over/(Under) Expenses** | $ | (2,305,375) | $ | (2,919,165) | $ | (613,790) | | |
| **Auxiliary Fund** | | | | | | | | |
| Revenues | $ | 6,504,732 | $ | 3,949,507 | $ | (2,555,225) | 60.7% | 51.7% |
| Expenses | | 9,749,773 | | 3,078,704 | | 6,671,069 | 31.6% | 23.6% |
| **Revenues Over/(Under) Expenses** | $ | (3,245,041) | $ | 870,803 | $ | 4,115,844 | | |
| **Reserve Fund** | | | | | | | | |
| Revenues | $ | - | $ | - | $ | - | 0.0% | 0.0% |
| Expenses | | 25,000 | | - | | 25,000 | 0.0% | 0.3% |
| **Revenues Over/(Under) Expenses** | $ | (25,000) | $ | - | $ | 25,000 | | |
| **Financial Aid Fund** | | | | | | | | |
| Revenues | $ | 22,103,924 | $ | 5,087,312 | $ | (17,016,612) | 23.0% | 32.1% |
| Expenses | | 22,171,067 | | 5,196,635 | | 16,974,432 | 23.4% | 35.1% |
| **Revenues Over/(Under) Expenses** | $ | (67,143) | $ | (109,323) | $ | (42,180) | | |
| **Internal Service Fund** | | | | | | | | |
| Revenues | $ | 85,000 | $ | 48,668 | $ | (36,332) | 57.3% | 14.8% |
| Expenses | | 94,000 | | 26,296 | | 67,704 | 28.0% | 27.4% |
| **Revenues Over/(Under) Expenses** | $ | (9,000) | $ | 22,372 | $ | 31,372 | | |
| **Trust and Agency Fund** | | | | | | | | |
| Revenues | $ | 18,200 | $ | 9,383 | $ | (8,817) | 51.6% | 103.0% |
| Expenses | | 75,000 | | | | 75,000 | 0.0% | 57.4% |
| **Revenues Over/(Under) Expenses** | $ | (56,800) | $ | 9,383 | $ | 66,183 | | |

14-Jan-26

**Central Oregon Community College**

## Cash and Investments Report

**As of November 30, 2025**

| College Portfolio | Operating Funds | Trust/Other Funds |
|---|---|---|
| **Cash in State Investment Pool** | | |
| 4089 - General operating fund | $ 40,438,818 | |
| 3624 - Robert Clark Trust | | $ 406,565 |
| 6729 - Redmond Expansion | | $ 4,211,955 |
| November Average Yield 4.34% | | |
| **Cash in USNB** | $ 430,705 | |
| **Cash on Hand** | | |
| Total Cash | $ 40,869,523 | $ 4,618,520 |

**Board Meeting Date:** Wednesday, January 14, 2026
**Exhibit:** 7b.1

# Central Oregon Community College
## Board of Directors
## Faculty and Administrators New Hire Report

| Administrator Full-Time | | |
|---|---|---|
| Jodie Lawrence | Director TRiO Student Support Services | January 5, 2026 |
| Sue Pierce | First Generation Student Support Services Success Coach | January 5, 2026 |
| Matt Skarzynski | TRiO Student Support Services Success Coach | January 2, 2026 |

| Administrator Part-Time | | |
|---|---|---|
| Agatha Ventura | Interim Director Small Business Development Center | January 2, 2026 |

**Board Meeting Date:** Wednesday, January 14, 2026
**Exhibit:** 7b.2

## Central Oregon Community College

# Board of Directors

New Hires Report

Date of Hire: December 1-31, 2025

| Name | Hire Date | Job Description | Department |
|---|---|---|---|
| **Classified Full-Time** | | | |
| Steingrandt, Anna M | 12/1/2025 | Administrative Assistant | Nursing Office |
| Reeds, Maximus Logan | 12/8/2025 | Bookstore Course Material | Bookstore |
| **Temporary Hourly** | | | |
| Smith, Caitlin Rory | 12/5/2025 | Student Ambassador | Student Outreach & Contact |
| Brow n, Todd Alan | 12/29/2025 | Fitness Attendant | Club Sports |
| Lee, Ji Whon Michael | 12/29/2025 | Basic Flight Instructor | Aviation Program |
| Lee, Ji Whon Michael | 12/29/2025 | CFI Non-Instructional | Aviation Program |

# Redmond Campus Expansion CM/GC

**Next Steps:**

- COCC will enter into contract for design & development stage with SunWest Builders.
- SunWest will submit a guaranteed maximum price (GMP) proposal when design development is complete.
- An amendment to the Board will be presented with the final cost for construction.

**Planned Budget:**

Construction (GMP): $5.6M

Permits, Consulting, FF&E, Contingency: $2.4M

Total Project Cost = $8M

**Funding:**

$4M Grant from HECC

$4M match from the College

Exhibit: 8a.2
Date: January 14, 2026
Approval ______Yes _____No
Motion:

Central Oregon Community College
Board of Directors

**RESOLUTION**

**Prepared by:**
Angie Anderson-May, Operations & Finance Project Manager
Josh Clawson, Director of Campus Services

## A. Action Under Consideration

Award RFP #1615-25 for Construction Manager/General Contractor Services (CM/GC) for the Redmond Campus Building 3 Remodel & Expansion to SunWest Builders, and authorize contract negotion.

## B. Background Information

On October 15, 2025, Central Oregon Community College issued RFP #1615-25 to solicit proposals for CM/GC services for the Redmond Campus Remodel & Expansion Project.

The project includes renovation and expansion of existing facilities to support academic programs, student services, and campus operations, consistent with the College's long-term facilities planning and capital improvement goals.

A total of seven (7) proposals were received in response to the solicitation. An evaluation committee reviewed and scored each proposal in accordance with the published evaluation criteria and conducted interviews with a select group of proposers. Following this process, the evaluation committee ranked SunWest Builders as the highest-ranked and responsible proposer.

## C. Options/Analysis

1. Authorize the College President or designee to negotiate and execute a contract for CM/GC services with SunWest Builders in accordance with RFP #1615-25; or

2. Do not authorize contract negotiation and execution at this time.

## D. Timing

Board approval at this time will allow the College to proceed with contract negotiations and begin preconstruction services as soon as practicable, supporting the project schedule and overall campus planning objectives.

**E. <u>Recommendation</u>**

Be it resolved that the Central Oregon Community College Board of Directors hereby authorizes the College President or designee to negotiate and execute a contract for Construction Manager/General Contractor (CM/GC) services for the COCC Redmond Campus Remodel & Expansion Project pursuant to RFP #1615-25 with SunWest Builders, subject to successful contract negotiations and compliance with applicable procurement requirements.

**F. <u>Budget Impact</u>**

Project funding is anticipated to come from a combination of institutional capital funds, Oregon Higher Education Coordinating Commission (HECC) grant funding, and/or other approved funding sources, consistent with Board-approved capital planning and budget authorizations.

# FOURTH AMENDMENT TO GROUND LEASE AGREEMENT

THIS FOURTH AMENDMENT TO GROUND LEASE AGREEMENT (the "***Amendment***"), made and entered into on the last date signed below, is by and between ***Central Oregon Community College District***, an Oregon community college district, hereinafter referred to as "***Landlord***," and ***Neighborly Development, LLC***, an Oregon limited liability company, together with its successors or assigns, hereinafter referred to as "***Tenant***."

**RECITALS:**

**A.** This Amendment is entered into by Landlord and Tenant as an amendment to the Ground Lease Agreement dated September 23, 2022, as amended on February 6, 2023, September 22, 2023, and February 13, 2025, for those certain premises described as Development Tract B in the Outcrop subdivision, City of Bend, Deschutes County, Oregon, commonly known as Tax Lot 171125CD02200, approximately 2.81 acres in size (the "***Ground Lease***").

**B.** Landlord and Tenant desire for additional time for the Rent Commencement Date to follow commencement of the lease as set forth herein.

**C.** Landlord and Tenant also desire for additional time for the Due Diligence Period to allow the parties to obtain building permits and the necessary land use approvals from the City.

**AGREEMENT:**

In consideration of the mutual covenants, terms, and conditions set forth herein, the parties agree as follows:

**1. Amendment to the Ground Lease**

***1.1 Rent***

Section 3.2 of the Ground Lease shall be deleted in its entirety and replaced with the following:

3.2 Rent. Beginning on the earlier of (a) 75 percent occupancy of all multifamily units approved in the Facility by the City of Bend or (b) 12 months following issuance of a certificate of occupancy for the first residential unit in the Facility (the "***Rent Commencement Date***"), the lease fee for the Premises shall be eight percent (8%) of the agreed upon fair market value of the Land (defined below) per year, which the Parties agree shall be valued initially at $1,393,900.00. This results in the initial amount of a monthly payment of $9,292.67 (the "***Rent***"), subject to the adjustments set forth in this Section 3; provided, however, in no event shall the Rent Commencement Date be deemed to have occurred later than March 1, 2028, except as may be permitted under Section 22.10 below. The initial payment of Rent shall be paid on the first day of the month following the Rent Commencement Date. Thereafter, each monthly payment of Rent is due in advance on the 1st day of the month, becoming delinquent if unpaid by the 15th day of the month. If not paid by the 15th day of the month, a late fee of five percent (5%) of the monthly amount, shall be assessed and be paid as part of the Rent.

Delinquent payments shall bear interest at the rate of ten percent (10%) per annum and shall be due and payable without demand. The Rent payment shall be payable without any right of offset.

***1.2 Due Diligence Period***

Section 5 of the Ground Lease shall be deleted in its entirety and replaced with the following:

"SECTION 5. DUE DILIGENCE PERIOD

Tenant shall have until February 15, 2027 to complete Tenant's Due Diligence (the "***Due Diligence Period***")."

**2. Miscellaneous**

***2.1*** All capitalized terms used herein shall have the meanings ascribed to them in the Ground Lease unless otherwise defined herein.

***2.2*** It is the intent of the parties that this Amendment shall control as to any conflicting terms or conditions set forth in the Ground Lease.

***2.3*** All other terms and conditions of the Ground Lease shall remain unchanged.

***2.4*** This Amendment may be executed in two or more counterparts, each of which shall constitute an original and all of which together shall constitute one and the same document.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the last date signed below.

**LANDLORD:**
**CENTRAL OREGON COMMUNITY COLLEGE DISTRICT**

By: ________________________________ Date:______________________
Dr. Greg Pereira, President

**TENANT:**
**NEIGHBORLY DEVELOPMENT, LLC**

**BY: NEIGHBORLY VENTURES, INC., MEMBER**

By: ________________________________ Date:______________________
Brian G. Moore, President and CEO

Board Meeting Date: 01/14/2026
Exhibit No.: 8b.4

# Central Oregon Community College
# Board of Directors: Resolution

| | |
|---|---|
| **Subject** | **Neighborly Development Ground Lease** |
| **Strategic Plan Initiatives** | College Sustainability |
| | |
| | |
| **Prepared By** | **Michael LaLonde, Vice President of Finance and Operation** |

A. **Background**

COCC entered into a ground lease with Neighborly Development dated September 23, 2022 as amended on February 6, 2023, September 22, 2023 and February 13, 2025, for those certain premises described as Development Tract B in the Outcrop subdivision, City of Bend, Deschutes County, Oregon, commonly known as Tax Lot 171125CD02200, approximately 2.81 acres in size.

The Tenant desires additional time for the Due Diligence Period to allow the parties to obtain building permits, the necessary land use approvals of the city and to further evaluate the market potential for this development.

Neighborly Development asked for and received a similar extension in September of 2023 with a payment of $30,000 to the College and in February, 2025 with no payment to the College. There is no financial consideration with this amendment.

The Board is asked to consider the lease amendment for three reasons:

1. Neighborly Development has shown interest in expanding their development beyond Phase I and Phase II.
2. Neighborly Development has worked with the City of Bend to provide low-income housing in this development.
3. The market conditions are unfavorable to find a new developer that would agree to the terms of this lease.

**B. Options/Analysis**

Do not amend the lease, and pursue a new developer for this Tax Lot.

**C. Timing**

The lease would be amended to extend the Due Diligence Period to February 15, 2027.

**D. Budget Impact**

The college did not project revenue for this project in 2025, so there will be no budget impact for this fiscal year.

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors approves the Fourth Amendment to the Ground Lease Agreement between Central Oregon Community College and Neighborly Development, LLC extending the Due Diligence Period until February 15, 2027.

Board Meeting Date: January 14, 2026
Exhibit No.: 8c.1
Approval: Yes ___No ___
Motion: ___

# Central Oregon Community College
# Board of Directors: Resolution

| | |
|---|---|
| **Subject:** | Notification of mileage rate and approval of meal per-diem rates. |
| **Strategic Plan Connection:** | College Sustainability – COCC creates processes and systems to foster high-quality and operationally sustainable work, learning and natural environments. |
| **Prepared by:** | Cathleen Knutson, Controller |

## 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 2026 increased to 72.5 cents ($0.725) per mile from the 2025 rate of 70 cents ($0.70) 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. There are no requested changes to the proposed in-state and out-of-state per-diem rates provided below:

| | In-State Rates* | Out-of-State Rates** |
|---|---|---|
| Breakfast | $16.00 | $20.00 |
| Lunch | $19.00 | $23.75 |
| Dinner | $28.00 | $35.00 |
| Total | $63.00 | $78.75 |
| * 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 mileage and meal per-diem rates
2) Do not approve proposed mileage and meal per-diem rates

## C. Timing

Approval of this resolution will allow the updated federal mileage rate and continued use of GSA's standard meal per-diem rates for Oregon in 2026.

## 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 mileage and meal per-diem rates presented in Section A.

# BRIAN D. BERGLER

Bend, OR | [redacted] | LinkedIn

## COMMERCIAL REAL ESTATE EXECUTIVE

Strategic Planning | Forecasting | Space Optimization

Market-savvy and data-focused Corporate Real Estate and Development Professional with a track record driving financial performance of multi-state, multi-million-dollar portfolios in the development and banking industries. Specializes in aligning real estate strategies with corporate goals through strategic planning, mergers and acquisitions, and market analysis. Trusted executive advisor with high degree of character and integrity.

Portfolio Optimization | Business Strategy | Lease Negotiation | Collaborative Team Leadership
Space Planning | Cost Savings | Asset Disposition | Compliance | Construction Management | Facilities Management

## EXPERIENCE

FIRST INTERSTATE BANK, Billings, MT
**Senior VP / Director of Corporate Real Estate** Apr 2017 – June 2025

Recruited to support $32B publicly traded, state-chartered financial institution during period of rapid growth. Member of Senior Leadership Team contributing to enterprise-wide strategy, interdepartmental peer engagement, and operational efficiencies. Report to CFO and Bank Board subcommittee which includes the Chief Executive Officer and Chief Banking Officer.

- Managed $445M corporate real estate portfolio consisting of 321 retail branches and 12 operations / administrative facilities, totaling approximately two million square feet across 14 states, and $11.5M in annual lease commitments.
- Oversaw retail expansion from 80 to 321 locations, executing CRE strategy through 5 bank acquisitions with comprehensive due diligence oversight.
- Navigated facilities integration following 2 mergers of equals that each doubled the bank's total assets; leveraged portfolio expertise and strategic planning to optimize space planning, cost reductions, and consolidations.
- Delivered consistent annual net gains on asset dispositions, achieving multi-million-dollar results.
- Generated $2.5M reduction in operating expense through targeted consolidation effort following acquisition, streamlining 12 retail and operational locations, negotiating sale of 2 assets with $3.3M gain on sale.
- Drove ongoing portfolio optimization and value creation for lease portfolio of 127 leases as tenant and 116 leases as landlord, generating annual rent income of $3.4M.
- Led creation of enhanced portfolio optimization metrics, integrating tracking modules within the Integrated Workplace Management System to improve visibility and provide a data-driven approach to evaluating financial impact, ensuring alignment with broader corporate objectives.
- Established and led a high-performing Corporate Real Estate team, achieving top-quartile engagement scores and long-term organizational stability.
- Created over $1M in operational cost savings by executing strategic legacy lease termination, enabling direct landlord-tenant agreements.
- Standardized and elevated facility management processes across all locations by spearheading outsourcing to CBRE.
- Negotiated a 15-year lease extension with the GSA, securing a $2.3 million financial impact and long-term portfolio stability.
- Directed 28 major construction projects, encompassing new developments, substantial remodels, and significant tenant improvements.
- Developed and oversaw $50M annual capital improvement budget covering new builds, tenant improvements, maintenance, and remodels, including managing as many as 14 simultaneous projects.
- Strengthened strategic position of bank through frequent, ongoing cross-functional collaboration with Risk Management, Compliance, Business Continuity Planning, Disaster Recovery, regulatory filings, internal and external audit, and SOX.
- Improved GAAP compliance, tracking, and corporate governance by building company-wide real estate and fixed asset policy and all related procedures in collaboration with Finance team.

BANK OF THE CASCADES, Bend, OR

**Senior VP Construction Management, Corporate Real Estate & Facilities** Apr 2016 – Apr 2017
**VP Construction Management, Corporate Real Estate & Facilities** Jul 2013 – Mar 2016

Oversaw all corporate real estate and facilities across 56 branches and 10 administrative facilities in 6 states. Member of Revenue Leadership Team and IMPACT Team focused on bank culture and employee engagement, as well as non-voting member of internal loan committee.

- Drove strategic growth through M&A activity; facilitated completion of 4 acquisitions with 47 branches.
- Achieved cost savings by overseeing branch consolidations and tracking savings to proforma expectations.
- Repositioned Real Estate Owned portfolio, selling off $29M in assets in 10 months.
- Oversaw credit risk management oversight of ~250 loans in a $283M commercial and residential construction portfolio including commercial CRE, builder finance, and consumer residential loans.
- Negotiated all new leases and lease renewals improving the Bank's terms, and directed all facility maintenance.
- Created and maintained policies and procedures in collaboration with internal and external auditors.

**VP, Other Real Estate Owned Manager** Feb 2009 – Jun 2013

- Exceeded net proceeds benchmarks in successful disposition of over $100M in OREO assets.
- Leveraged knowledge of portfolio-level and individual asset management to bring resolution to complex real estate issues, including entitlements, title challenges, and tenant conflicts.
- Gained exposure to state and federal regulatory issues, as well as internal, external, SOX and compliance audits.

PAHLISCH FAMILY OF COMPANIES, Bend, OR

**VP, Business Development** | Elk Horn Land Development, Inc. Nov 2007 – Dec 2008

- Successfully positioned regional developer's land holdings for sale and creative joint venture opportunities.

**VP, Corporate Communications** | Full Suite of Companies Nov 2006 – Oct 2007

- Created a competitive edge through community strategy, PR, and alliances with key community leaders and businesses.
- Worked directly with president to manage all aspects of Community Relations, Corporate Communications and Business Development.

**VP, Sales & Marketing** | Pahlisch Homes, Inc. Jan 2005 – Oct 2006

- Drove record net profits and highest annual closings for industry-leading company by formulating sales and marketing strategic planning, including vision, annual goals, corporate brand image, and campaigns for all community home sales.
- Hired, trained, and managed on-site sales agents in all planned communities, establishing a team recognized for setting the standard in professionalism, superior customer care, and broker relations.

**Project Manager / Sales Manager |** Pahlisch Homes, Inc. Mar 2002 – Dec 2004

- Established satellite startup; identified opportunities through market research and built key relationships with local engineers, title companies, real estate brokers, construction firms, and public officials.

## EDUCATION & LEADERSHIP

WARNER PACIFIC COLLEGE

**Bachelor of Science, Biology & Physical Science**

Professional Development:

- Leadership, University of Washington, Foster School of Business
- Pacific Coast Banking School

Industry Leadership:

- Economic Development for Central Oregon | Board Member, 2018–2025 | President, 2024
- Deschutes Public Library Foundation | Board Member, 2019–2024 | President, 2022–2024

Board Meeting Date: 01/14/2026
Exhibit No.: 8d.3

# Central Oregon Community College
# Board of Directors: Resolution

| | |
|---|---|
| **Subject** | **Budget Committee Members** |
| **Strategic Plan Initiatives** | College Sustainability |
| | |
| | |
| **Prepared By** | **Michael LaLonde, Vice President of Finance and Operations** |

**A. Background**

1. The College currently has two vacancies on the Budget Committee. The Zone 1 Committee member has resigned as she is now a part-time instructor for the College. That term expires on 6/30/2026, as she was completing a term for a previous member who had resigned. The other open position is for Rebekah Lambert from Zone 2, who would like to resign. This position's term also expires on 6/30/2026.

| Name | Zone | Location | Term Expires |
|---|---|---|---|
| Vacant | 1 | | 6/30/2026 |
| Vacant | 2 | | 6/30/2026 |
| Tobias Colvin | 3 | Redmond | 6/30/2028 |
| Jade Mayer | 4 | Bend | 6/30/2028 |
| Debi Harr | 5 | Bend | 6/30/2026 |
| Bill Hall | 6 | Sisters | 6/30/2028 |
| Jim Lanzarotta | 7 | Sisters | 6/30/2028 |

2. We have two applicants for the two open budget committee seats. One applicant resides in Zone 1, and one applicant resides in Zone 2.

3. The Candidates are

   a. **William Robathan (Zone 1)**

   William Robathan is currently the Owner of Probus Research which provides document filings, retrievals, application processing, background due diligence to facilitate legal immigration of Mexican nationals with services for Mexican attorneys. Prior business experience includes, energy conservation products, insulation contractor and as an independent ice cream distributor. Bill's education includes:

1981 - 1983:
Hastings College of the Law (Re-named University of California College of the Law)
Golden Gate University Law School, San Francisco
1973 - 1981:
University of Oregon
University of California, Berkeley
Merritt College, Oakland, CA (A Community College)
Laney College, Oakland, CA (A Community College)
University of California, Santa Cruz, BA Politics*, with Economics Minor
(*UCSC titles its political science department and major "Politics".)

Bill also has extensive volunteer experience with the following organizations:

1998-2002: Board Member, Board Secretary, National Public Records Research Association (elective position)
1996: Deanery, Diocesan Rep., Saint Mary the Virgin Episcopal Church, San Francisco, CA
1984-1986: Board Member and Board Secretary, Budget Committee, Yoga Society of San Francisco (appointed position)
1981: Board Member, Santa Cruz Westside Community Health Center (elective position)
1980: Founder, Santa Cruz Alternative Health Network
1978-1980: Board Member and Board Secretary, Santa Cruz Westside Food Coop, a California Cooperative Corporation (elective position)

b. **Brian D. Bergler (Zone 2)**

See attached resume, item 8d.1-2.

4. COCC's Vice President of Finance and Operations and a board member have met with each candidate and recommend them for the open Budget Committee positions.

B. **Options/Analysis**
1) Appoint William Robathan for Zone 1 to finish the current open term. Appoint Brian D. Bergler for Zone 2 to finish the current open term or 2) continue searching for interested budget committee members.

C. **Timing**
The Budget Committee will be invited to meet with the Vice President of Finance and Operations for an optional orientation before the Budget Committee meetings scheduled for the second Wednesday of April and May at 5:45 p.m.

**D. Budget Impact**

None.

**E. Proposed Resolution**

Be it resolved that, the Central Oregon Community College Board of Directors appoints William Robathan for Zone 1 and Brian D. Bergler for Zone 2 to the Central Oregon Community College Budget Committee to finish the current open term ending 6/30/2026.

Board Meeting Date: January 14, 2025
Exhibit No.: 8e.1

# Central Oregon Community College Board of Directors: 2026-27 Wickiup Hall Rates Resolution

| | |
|---|---|
| **Subject** | 2026-27 Wickiup Hall Rates |
| **Strategic Plan Initiatives** | Access: COCC expands access by providing students with equitable opportunities and the resources needed to achieve their goals. |
| **Prepared By** | Andrew Davis, Dean of Student Engagement<br>Alicia Moore, Vice President of Student Affairs |

Each year, student residence hall room and meal plan rates are brought to the Board of Directors for review and approval. The following resolution recommends 2026-27 rates for meal plans, room rates and summer conference housing rates.

**Meal Plan**

The meal plan rates are designed to provide comprehensive food options (dining hall, café and market), give students a choice about how their meal plan is structured (four options, each of which includes "flex cash" to be spent in the café and market), create sufficient revenue to cover the food service management contract fees (COCC contracts with Sodexo as its food service provider), and provide funds to maintain and replace food service equipment and small-wares. Historically, meal plan rates increase each year based on the CPI-U West Region's annual increase for *Food Away from Home* index, although the last two years were smaller rates given historical savings that covered operational needs:

- 2022-23: 4.5%
- 2023-2024: 5.2%
- 2024-2025: 1.5%
- 2025-2026: 0%

After two years of minimal or no increases, staff recommends a 4% increase in order to maintain these reserves and continue to cover the increasing cost of food away from home. This is in close alignment with the CPIU Western region rate of 3.9%.

**Room Rates**

The residence hall room rates are designed to provide a positive living environment, maintain competitive pricing to sustain high occupancy levels, cover operational expenses and debt service, and develop building reserves. With these goals in mind, staff recommend a 3% increase for the 2026-27 academic year. This will allow the College to continue building housing reserves and to absorb potential capital expenses while still generating income to cover unexpected circumstances.

**Combined Meal Plan and Room Rates**

The proposed room and meal plan rate recommendations are below, with students choosing their combination of room and meal plan options.

| Meal Plans (Academic Year) | 2025 - 26 | 2026 - 27 | $ Change | % Change |
|---|---|---|---|---|
| Starter (7 meals/week + $500 flex cash) | $ 4,806 | $ 4,998 | $ 192 | 4% |
| Basic (9 meals/week + $400 flex cash) | $ 5,010 | $ 5,210 | $ 200 | |
| Standard (14 meals/week + $200 flex cash) | $ 5,476 | $ 5,695 | $ 219 | |
| Preferred (19 meals/week + $100 flex cash) | $ 5,945 | $ 6,183 | $ 238 | |
| **Room Rates (Academic Year)** | | | | |
| Quad Double | $ 7,584 | $ 7,812 | $ 228 | 3% |
| Quad Single | $ 10,806 | $ 11,130 | $ 324 | |
| **Room Rates (Summer)** | | | | |
| Quad Double | $ 1,769 | $ 1,822 | $ 53 | 3% |
| Quad Single | $ 2,653 | $ 2,733 | $ 80 | |

The typical COCC Wickiup Hall student signs up for a quad double room (four people per suite, two per bedroom) and the standard meal plan. Using this model, the combined 2026-2027 academic year room and board rate is $13,507. While no exact comparable room style and meals plans exist, other relatively similar Oregon 2025-26 residence hall room and board packages include:

- Southwestern Oregon Community College: $8,688
- Western Oregon University: $12,465
- Oregon State University – Cascades Campus: $14,208
- Southern Oregon University: $17,574

**Summer Conference Housing Rates**

Wickiup Hall hosts several summer conferences in July and August. Room rates remained the same for several years as summer conferences rebounded post-COVID with a $2 per night (+7.4%) in 2025. To address costs associated with summer conference supports, staff recommend a $2 per night increase for both 2026 single and double rooms.

| | 2025-2026 | 2026-2027 | $ Change | % Change |
|---|---|---|---|---|
| Quad Double | $29/night | $31/night | $2/night | 6.9% |
| Quad Single | $44/night | $46/night | $2/night | 4.5% |

**Options/Analysis**

- Approve proposed room and meal plan rates
- Recommend alternate room and meal plan rates

**Timing**

Approval at the January Board of Directors' meeting allows the College to update residence hall promotional materials, offer contracts to students, and respond to prospective student inquiries.

**Budget Impact**

These increases will allow for sufficient operational funds, debt service and reserves; cover the cost of COCC's management contract with Sodexo and generate revenue to cover unanticipated circumstances.

**Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors hereby approve the proposed 2026-2027 meal plan, room and summer conference rates as shown in Section A.

# Academic Program Changes for COCC Board of Directors

January 14, 2026

Action required:

- Notification of New Program: Welding Technology Career Pathway Certificate of Completion (CPCC)
- Notification of Suspension of a Program: Welding Technician Career Pathway Certificate of Completion (CPCC)

For information and acknowledgement:

- Notification of New Major Transfer Map: English Associate of Arts Transfer (AAT)
- Notification of Suspension of Existing Major Transfer Map: Suspension of English Literature Associate of Arts Transfer (AAT)
- Notification of Renaming of Exploratory Degrees (AAOT and AGS)

See details in the following pages.

# Notification of New Program

8f.2

| | |
|---|---|
| **Subject** | **New Program: Welding Technology Career Pathway Certificate of Completion (CPCC)** |
| **Strategic Plan Connections** | • Student-Ready College<br>• Workforce Development |
| **Prepared By** | Dr. Annemarie Hamlin, Vice President of Academic Affairs |

**A. Background**

Excerpt from Oregon Administrative Rules (OAR 589-006-0150): *Community college boards are responsible for approving the requirements for all of their college's certificate and degree programs.*

This proposed new Career Pathway Certificate of Completion (CPCC) in Welding Technology meets COCC, state, and regional accreditation (Northwest Commission on Colleges and Universities) standards. Manufacturing Technology aims to provide a faster path for students to gain valuable skills to seek entry level employment with this CPCC, which was designed with local and regional workforce needs in mind. 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.

**B. Options/Analysis**

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

**C. Timing**

The new program will be available in the 2026-27 Catalog that begins with the Fall 2026 term.

**D. Budget Impact**

The proposed certificate contains only existing courses and will be taught by current faculty. There is no need to hire additional faculty. Accordingly, the budget impact is anticipated to be negligible.

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors approves the new Career Pathway Certificate of Completion in Welding Technology, effective Fall 2026.

# Notification of Suspension of a Program

| | |
|---|---|
| **Subject** | **Suspension of Welding Technician Career Pathway Certificate of Completion (CPCC)** |
| **Strategic Plan Connections** | • Student-Ready College<br>• Access<br>• Workforce Development |
| **Prepared By** | Dr. Annemarie Hamlin, Vice President of Academic Affairs |

**A. Background**

Excerpt from Oregon Administrative Rules (OAR 589-006-0150): *Community college boards are responsible for approving the requirements for all of their college's certificate and degree programs.*

The Curriculum Committee has voted to suspend the Welding Technician Career Pathway Certificate of Completion (CPCC) in accordance with the proposal submitted by Manufacturing Technology, which intends to replace this certificate with the Welding Technology CPCC. Suspension will remove this program from the catalog, thus avoiding confusion for students, advisors, faculty, and others. Upon approval by the COCC Board this program change 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.

**B. Options/Analysis**

Approve the proposed suspension of this academic program.
Decline to approve the proposed suspension this academic program.

**C. Timing**

Suspension will take effect in the 2026-27 academic year. The 2026-27 Catalog and subsequent catalogs will no longer include this program.

**D. Budget Impact**

Suspension of this program does not require an extensive teach-out plan. There is no need to hire additional faculty. Accordingly, the budget impact is anticipated to be negligible.

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors approves the suspension of the Welding Technician Career Pathway Certificate of Completion, effective Fall 2026.

# Notification of New Major Transfer Map

| | |
|---|---|
| **Subject** | **English Associate of Arts Transfer (AAT)** |
| **Strategic Plan Connections** | • Student-Ready College<br>• Access |
| **Prepared By** | Dr. Annemarie Hamlin, Vice President of Academic Affairs |

**A. Background**

Excerpt from Oregon Administrative Rules (OAR) 715-025-0040, Effect of Major Transfer Map Curriculum Articulation Policy Adoption on Institutions (1): *All institutions offering a program leading to a two-year certificate, associate degree, or bachelor's degree, excluding an applied baccalaureate degree, that is the subject of a CAP shall be bound by the terms of the CAP, except as provided in OAR 715-025-0060.*

This is a notification to the Board of Directors regarding the new Associate of Arts Transfer (AAT) degree in English. Per OAR 715-025-0040, this program must be available at the College by Fall 2027. This degree has been developed as part of the Major Transfer Map Curriculum and Articulation Policy (MTM CAP) process, which means it was developed by faculty in relevant disciplines from Oregon's community colleges and public universities under the guidance of Higher Education Coordinating Commission (HECC) staff. This statewide effort intends to create degrees that will be accepted by Oregon Public Universities (OPUs) and provide students with junior standing once they matriculate at their chosen transfer university. As a result, the proposed degree meets COCC, state, and accreditation standards and has already been approved by HECC. Upon approval by the COCC Board, this program will be submitted to the Northwest Commission on Colleges and Universities.

**B. Options/Analysis**

None. This is only an information item.

**C. Timing**

The new program will be available in the 2026-27 Catalog that begins with the Fall 2026 term.

**D. Budget Impact**

The proposed AAT contains only existing courses and will be taught by current faculty. There is no need to hire additional faculty. Accordingly, the budget impact is anticipated to be negligible.

**E. Proposed Resolution**

No resolution is required since the state of Oregon has already adopted this change.

# Notification of Suspension of a Major Transfer Map

| | |
|---|---|
| **Subject** | **Suspension of English Literature Associate of Arts Transfer (AAT)** |
| **Strategic Plan Connections** | • Student-Ready College<br>• Access |
| **Prepared By** | Dr. Annemarie Hamlin, Vice President of Academic Affairs |

**A. Background**

Excerpt from Oregon Administrative Rules (OAR) 715-025-0040, Effect of Major Transfer Map Curriculum Articulation Policy Adoption on Institutions (1): *All institutions offering a program leading to a two-year certificate, associate degree, or bachelor's degree, excluding an applied baccalaureate degree, that is the subject of a CAP shall be bound by the terms of the CAP, except as provided in OAR 715-025-0060.*

The Curriculum Committee has voted to suspend the English Literature (AAT) degree in accordance with the launch of the new English AAT degree developed by the Major Transfer Map Curriculum and Articulation Policy (MTM CAP) process. Suspension will remove this program from the catalog, thus avoiding confusion for students, advisors, faculty, and others. There is little impact to students as they will be able to pursue the new English AAT. Upon approval by the COCC Board this program change 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.

**B. Options/Analysis**

Acknowledge the proposed suspension of this academic program.

**C. Timing**

The 2026-27 Catalog and subsequent catalogs will no longer include this program.

**D. Budget Impact**

Suspension of this program does not require an extensive teach-out plan as students will be able to switch to the new English AAT. There is no need to hire additional faculty. Accordingly, the budget impact is anticipated to be negligible.

**E. Proposed Resolution**

No resolution is required since the state of Oregon has already adopted this change.

**GP 4: CHAIRPERSON / VICE CHAIRPERSON ROLE**
*Approved: ~~June 9, 1993~~*
*6/9/1993; Revised: ~~March 13, 1996; December 9, 2015~~*
*~~Revised: December 10, 2025~~3/13/1996; 12/9/2015; __/__/2026*

The role of the Chair is, primarily, to ensure the integrity of the Board's process and, secondarily, to occasionally represent the Board to outside parties. The Chair is the only Board Member authorized to officially speak for the Board (beyond simply reporting Board decisions), other than in rare and specifically-authorized instances.

1. Chair Authority & Limits.

   A. The Chair is empowered to chair Board meetings with all the commonly accepted power of that position (e.g., ruling, recognizing, etc.).

   B. The Chair is responsible, in consultation with the Vice-Chair and the College President, for setting the Board meeting agenda and facilitating the Board meetings to ensure the Board remains proactive, forward looking and value-added in its deliberations. In setting agendas, the Chair shall consider agenda and information requests from other Board members and, as reasonable, appropriate, and feasible, determine whether to include such requests on a future Board agenda. If the Chair does elect to put an item on the agenda, they may choose whether it will be at a regular board meeting, work session or a retreat. In the Chair's discretion, they may elect to address an agenda or informational request by coordinating with the President to provide responsive information to all Board members. The Chair has no authority to make unilateral decisions about policies and no authority to individually supervise or direct the President.

   C. When the Chair determines that it is reasonably necessary, the Chair shall have the authority to make and carry out decisions on behalf of the Board, provided, however, such decisions fall within and are consistent with a reasonable interpretation of Board policies on Governance Process and on the Board-President Relationship. The foregoing authority shall not apply to those situations in which the Board has specifically authorized another individual to make and/or carry out decisions relating to a specific issue or matter. The Chair may represent the Board to outside parties in announcing Board-stated positions and in stating Chair decisions and interpretations within the area delegated.

   D. The Chair may call special meetings as required.

   E. The Chair shall communicate regularly with the President and the Vice-Chair on matters that may require Board consultation, setting Board agendas (as provided in Section 1.B above), and identifying issues that require the attention of the whole Board. In order to minimize Board disruptions and to better prepare the Vice-Chair to step in as necessary in the Chair's absence and/or to become Chair in the future, the Chair will communicate regularly with the Vice-Chair on current issues and concerns and, as appropriate, will mentor the Vice-Chair.

F. The Chair will make themself reasonably open and accessible to other Board members who have concerns about, or wish to discuss, Board governance or operations issues.

G. The Chair will ~~seek to~~ provide timely communications to the Board on important issues with a goal of avoiding surprises and providing all Board members with equal access to information and input in decision-making.

2. Indicators of Effective Chair. The indicator of an effective Chair is that the Board operates consistent with its own policies on governance and Board/staff relationship and those legitimately imposed upon it from outside the organization.

    A. Meeting discussion content will only be those issues which, according to Board policy, clearly belong to the Board to decide, not the President, except to the extent the President seeks the advice of the Board.

    B. Deliberation will be timely, fair, orderly and thorough, but also efficient, limited to time allotted and kept to the point.

    C. The Board's policies concerning individual and group behavior will be enforced appropriately.

3. Roles of Vice-Chair. The Vice-Chair will assume responsibilities of the Chair in the event of Chair's absence or inability to serve.

    A. The Vice-Chair will communicate regularly with the Chair and act as a second voice to inform and assist the Chair in setting agendas and addressing Board issues, particularly governance matters.

    B. The Vice-Chair will meet regularly with the Chair and the President to stay informed, be able to step in when the Chair is absent, and be current on issues and governance if/when the Vice-Chair becomes the Chair.

4. Election of Chair & Vice-Chair. The Chair and Vice-Chair of the Board will be elected at the Annual Meeting in July.

5. Criteria to Consider Election of Chair & Vice-Chair. The selection of the Chair and Vice-Chair will be based on the following factors as demonstrated over the individual's time on the Board and outside experiences:

    A. leadership ability;

    B. interest in serving;

    C. availability and willingness to commit time and energy;

    D. good judgment;

    E. team-oriented, cooperative and dedicated to collaboration;

    F. seeks to find common ground;

G. expresses disagreement in a productive, respectful way, avoiding personal attacks and other divisive approaches;

H. strong listening and speaking communication skills within the Board;

I. experience relative to the goals/opportunities for the College in the ensuing year;

J. knowledge of board policies;

K. trustworthiness;

L. commitment to transparency;

M. knowledge of, or willingness to learn, meeting procedures; and

N. zone representation.

It is generally anticipated that the Vice-Chair will succeed the Chair in the following year if the criteria for the Chair can still be met. In choosing the Vice-Chair, the Board shall consider the same criteria as for the Chair, but may consider whether a candidate will grow in specific areas before they would become the Chair.

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**GP 4: CHAIRPERSON / ~~VICE-CHAIRPERSON~~VICE CHAIRPERSON ROLE**
*Approved: 6/9/1993; Revised: 3/13/1996; 12/9/2015; ~~9/11/2024~~__/__/2026*

The role of the Chair is, primarily, to ensure the integrity of the Board's process and, secondarily, ~~occasional representation of~~to occasionally represent the Board to outside parties. The Chair is the only Board Member authorized to officially speak for the Board (beyond simply reporting Board decisions), other than in rare and ~~specifically authorized~~specifically-authorized instances.

~~1. The outcome of an effective Chair is that the Board behaves consistent with its own policies on governance and Board/staff relationship and those legitimately imposed upon it from outside the organization.~~

1. Chair Authority & Limits.

    A. The Chair is empowered to chair Board meetings with all the commonly accepted power of that position (e.g., ruling, recognizing, etc.).

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    ~~B. Meeting discussion content will only be those issues which, according to Board policy, clearly belong to the Board to decide, not the President.~~

    ~~C. Deliberation will be timely, fair, orderly and thorough, but also efficient, limited to time allotted and kept to the point.~~

    ~~D. The Board's policies concerning individual and group behavior will be enforced appropriately.~~

C. ~~2. The authority of the Chair consists of making and/or carrying~~When the Chair determines that it is reasonably necessary, the Chair shall have the authority to make and carry out decisions on behalf of the Board~~. This authority extends to all~~, provided, however, such decisions ~~which~~ fall within and are consistent with ~~any~~a reasonable interpretation of Board policies on Governance Process and on the Board-President Relationship~~, except where~~. The foregoing authority shall not apply to those situations in which the Board has specifically ~~delegates portions of this authority to others.~~

    ~~A.~~ authorized another individual to make and/or carry out decisions relating to a specific issue or matter. ~~The Chair is empowered to chair Board meetings with~~

~~all the commonly accepted power of that position (e.g., ruling, recognizing, etc.).~~

~~B. The Chair has no authority to make unilateral decisions about policies and no authority to individually supervise or direct the President.~~

~~C.~~ The Chair may represent the Board to outside parties in announcing Board-stated positions and in stating Chair decisions and interpretations within the area delegated.

D. The Chair may call special meetings as required.

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B. interest in serving;

C. availability and willingness to commit time and energy;

D. good judgment;

E. team-oriented, cooperative and dedicated to collaboration;

F. seeks to find common ground;

G. expresses disagreement in a productive, respectful way, avoiding personal attacks and other divisive approaches;

H. strong listening and speaking communication skills within the Board;

I. experience relative to the goals/opportunities for the College in the ensuing year~~, and~~ ;

J. knowledge of board policies;

K. trustworthiness;

L. commitment to transparency;

M. knowledge of, or willingness to learn, meeting procedures; and

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Draft Board Policy- Communication and Counsel to the Board

**BEP 7: COMMUNICATION & COUNSEL TO THE BOARD**

*Approved: 6/9/1993; Revised: 12/9/2015; Renumbered: ~~April 1, 2024~~4/1/2024; Revised 2/__/26.*

The President shall provide counsel and keep the Board informed. Accordingly, the President must:

1. Avoid surprises. Make the Board aware of relevant trends, all anticipated adverse media coverage, information which might have political consequences, material external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.
2. Provide data. Submit the required monitoring data (see policy on Monitoring Executive Performance) in a timely, accurate and understandable fashion, directly addressing provisions of the Board policies being monitored.
3. Add perspective. Gather and share diverse points of view from internal and external stakeholders, as needed for ~~fully informed~~fully-informed Board choices, particularly with respect to faculty opinion on instructional matters.
4. Present information. Clearly present relevant or requested information in a concise format with minimal jargon.
5. Communicate with the Board. Provide regular written and verbal updates to the entire Board, attend and participate in committee meetings and communications, provide ~~monthly~~regular opportunities to meet individually with Board members.
6. Report in a timely manner an actual or anticipated noncompliance with any policy of the Board.

| **Summary report:<br>Litera Compare for Word 11.12.0.83 Document comparison done on 1/14/2026 2:38:25 PM** | |
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