CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, July 9, 2025 – 5:45 PM
Boyle Education Center Boardroom / YouTube

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:45 p.m.				
	I. Call to Order			Craska Cooper
	II. Native Lands Acknowledgement	2a.1*		Craska Cooper
	III. Roll Call			Alberg
	IV. Agenda Changes			Craska Cooper
	V. Public Comment			Craska Cooper
	VI. Consent Agenda***			Craska Cooper
	1. Regular Meeting Minutes (6.11.25)	6a.1–11*	X	Matthews[A]
	2. Special Meeting Minutes (6.25.25)	6b.1–4*	X	Matthews[A]
	VII. Chair and Vice Chair Elections		X	Craska Cooper
	VIII. Information Items			
	1. Monthly Budget Status	8a.1–4*		LaLonde[A]
	2. New Hire Reports	8b.1–2*		Boehme[A]
	3. Strategic Plan: College Sustainability Update	8c.1–10*		LaLonde/Boehme/ Murphy/Anderson–May[P]
	4. Employee of the Year and Diversity Award Recipients	8d.1*		Boehme[A]
	IX. New Business			
	1. Admissions Application Fee Update and Change	9a.1–2*	X	Moore/Hayes[A]
	2. Copy Machines Contract	9b.1*	X	Boehme[A]
	3. Education Broadband Spectrum Offer	9c.1–2*	X	Boehme[A]
	X. Board of Directors' Operations			Chair
	1. Support for the Week Without Driving	10a.1*	X	Alberg[A]
	2. Decision on August Meeting		X	Chair
	3. Fall Retreat Update			Chair
	4. Committee Updates			
	a. Advocacy Committee			Foote Morgan
	b. Investment Committee			Craska Cooper
	c. Real Estate Committee	10b.1*		Krenowicz
	5. Board Member Activities			
	XI. President's Report			Pereira
	XII. Dates			Chair

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1. Friday, July 11 – Audit and Finance Committee Meeting – 11:00 a.m. via Zoom
2. Friday, July 18 and August 15 – Advocacy Committee Meetings – 3:00 p.m. via Zoom
3. Wednesday, July 23 – Policy Review Committee Meeting – 12:00 p.m. via Zoom
4. Wednesday, August 13 – Board of Directors' Meeting – BEC Boardroom at 5:45 p.m. (if deemed necessary)
5. Friday, August 29 – Monday, September 1 – Closed in Observance of Labor Day
6. Saturday, September 6 – COCC Board Fall Retreat – 9:00 a.m. – 5:00 p.m. (location TBD)
7. Tuesday, September 9 – Community Welcoming Event for Greg Pereira – Old Mill District at 4:00 – 6:00 p.m. (venue TBA)
8. Wednesday, September 11 – Board of Directors' Meeting – BEC Boardroom at 5:45 p.m.

XIII. Adjourn **Chair**

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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, June 11, 2025 – 5:45 PM
Prineville Campus, Room 119 / YouTube

TIME**	ITEM	ENC.*	ACTION	PRESENTER

5:47 p.m.

I. Call to Order — **Craska Cooper**

II. Native Lands Acknowledgement — 2a.1* — **Craska Cooper**

III. Roll Call — **Alberg**

Board members, staff and students:
Laura Craska Cooper (Chair), Erica Skatvold (Vice–Chair), Joe Krenowicz, Alan Unger, Erin Merz, Erin Foote Morgan, Jim Porter, Laurie Chesley (President), Zak Boone, Laura Boehme, Alicia Moore, Annemarie Hamlin, Michael LaLonde, Lindsay Buccafurni, Thomas Wrisley, Hannah Evenson, Neil Weiss, Suzie Kristensen, Sean Tevlin, Paul Taylor, Kyle Matthews, Cathleen Knutson, Lucas Alberg, Sara Henson, Michael Klinkerfues

IV. Agenda Changes — **Craska Cooper**

None.

V. Public Comments — **Craska Cooper**

1. Henson shared, on behalf of members of the faculty, their concerns regarding COCC's Associate's of Arts Oregon Transfer (AAOT) program at Deer Ridge Correctional Institute (DRCI). The faculty wanted to add a second cohort. The College's administration plans to delay this second cohort until the first cohort is complete.
2. Henson read Carrie Walker's letter aloud. Walker supports a second cohort starting right away.
3. Klinkerfues said, as a former corrections officer and prison vocational instructor for basic computer skills, he has seen the impact that access to education has on students–in–custody. He supports starting a second cohort right away.
4. Additional letters from faculty and staff members Josh Evans, Sean Roberts, Sarah Baron, Jackie Currie, Mike Cooper, Irene Cooper and Amy Harper were either printed and distributed or emailed to the Board members.

VI. Information Item

1. Associated Students of COCC Update — **Buccafurni/Wrisley/Evenson/Weiss**[P]

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a. Wrisley presented on the ASCOCC's work for the 2024–25 academic year. The student government has coordinated or sponsored several College events, including a Thanksgiving food drive and a campaign to encourage students to vote.

b. Krenowicz noted that the ASCOCC has 12 positions and half of them are currently unoccupied. He asked if it has been difficult to recruit students to fill these positions.

    i. Wrisley said this year's student government started with a full staff, but recruiting and maintaining that staff has been a recurring issue.

c. Unger asked if the ASCOCC waits for students to apply for leadership positions or if they make efforts to recruit.

    i. Buccafurni said the ASCOCC makes efforts to recruit and asks faculty and staff members to encourage their students to consider applying for positions.

d. Unger asked if ASCOCC members had any opinions on a bill that was recently considered in the Oregon legislature that would require community college boards to have a student representative.

    i. Evenson and Weiss said they think it is a good idea to give students a greater opportunity to participate and have a voice in the Board's activities.

    ii. Wrisley's view was less positive. He would want to know more about how that might work. Would the expectations for the student representative be the same as that of elected Board members? Is one student expected to represent the entire College district, while Board members only represent their respective zones?

VII. Consent Agenda***

1. Regular Meeting Minutes (5.14.25)	7a.1–10*	X	**Matthews**[A]

a. Merz submitted minor corrections to Matthews via email. The updated version of the meeting minutes has been uploaded to COCC's website.

2. Budget Committee Meeting Minutes	7b.1–5*	X	**Matthews**[A]
3. 2025–26 Fiscal Responsibilities		X	**LaLonde**[A]
a. Inter–fund Borrowing	7c.1*		
b. Custodian of Funds/Depository Institutions	7d.1–2*		
c. Budget Officer/Clerk/Deputy Clerks	7e.1*		
4. 2024–25 Fiscal Responsibilities		X	**LaLonde**[A]
a. Resolution of End of Year Transfer	7f.1*		

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b. Resolution for Appropriation Changes 7g.1–2*

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

VIII. Adjourn to Budget Hearing for 2025–26 Budget **Craska Cooper**

1. Public Comment and Testimony **Craska Cooper**
   None.
2. Notice of Supplemental Budget Hearing 8a.1–2* X **Knutson**A
   a. Knutson explained that this supplemental budget was submitted because COCC's spending related to grants and contract has increased, primarily because the College was awarded more grant funds than anticipated. This supplemental budget will allow COCC to appropriate more from its grants and contracts.
   b. Motion to approve the proposed changes to the 2024–25 fiscal year budget.
      i. 1st: Alan Unger
      ii. 2nd: Joe Krenowicz
      iii. In favor: Laura Craska Cooper, Erica Skatvold, Joe Krenowicz, Alan Unger, Erin Merz, Jim Porter, Erin Foote Morgan
      iv. Opposed or abstained: none
3. Appropriation Resolution – 2025–26 8b.1–3* X **LaLonde**A
   a. LaLonde reminded the Board that, in his presentation as last month's Budget Committee meeting, he projected COCC's reserves to be reduced to 11% in 2026 and not return to 29% as soon as the College's reserve policy calls for. However, two weeks before this meeting, COCC received its first Employee Retention Tax Credit (ERTC) refund for $3.6 million (including $474,000 interest) from the IRS. LaLonde now projects COCC's reserves to be 14.68% in 2026 and 31% by 2029. If COCC receives the other half of this refund, the reserve could increase even further. The College could still be audited, which could delay the second refund. (LaLonde applied for the ERTC in November 2023.)
   b. Merz noted that LaLonde's projection is that the reserve would return to 29% in three years, but the College's policy is that it should return to that amount in two years. Can nothing be done to make it happen sooner?

i. LaLonde said there are some modifications that can be made to COCC's budget to fulfill this obligation sooner. The obligation can be fulfilled if the College receives the other half of the ERTC.

c. Merz asked for clarification on whether there would be any consequences if the College is unable to fulfill its obligation to its reserve policy by not returning the reserve to 29% within two years.
   i. Craska Cooper cited the Board's policy that says they can deviate from policies if the majority of the Board agrees to do so.

d. Motion to approve the proposed appropriations.
   i. 1st: Erin Merz
   ii. 2nd: Alan Unger
   iii. In favor: Laura Craska Cooper, Erica Skatvold, Joe Krenowicz, Alan Unger, Erin Merz, Jim Porter, Erin Foote Morgan
   iv. Opposed or abstained: none

4. Resolution to Impose/Categorize Taxes – 2025–26 8c.1* X **LaLonde**[A]
   a. Motion to approve the imposing and categorization of taxes for the 2025–26 fiscal year budget.
      i. 1st: Erica Skatvold
      ii. 2nd: Joe Krenowicz
      iii. In favor: Laura Craska Cooper, Erica Skatvold, Joe Krenowicz, Alan Unger, Erin Merz, Jim Porter, Erin Foote Morgan
      iv. Opposed or abstained: none

5. Resolution to Adopt the 2025–26 Budget 8d.1* X **LaLonde**[A]
   a. Motion to adopt the 2025–26 fiscal year budget.
      i. 1st: Erin Merz
      ii. 2nd: Jim Porter
      iii. In favor: Laura Craska Cooper, Erica Skatvold, Joe Krenowicz, Alan Unger, Erin Merz, Jim Porter, Erin Foote Morgan
      iv. Opposed or abstained: none

IX. Adjourn to Open Session **Craska Cooper**

X. Information Items

1. Monthly Budget Status 10a.1–4* **LaLonde**[A]
   No questions.
2. New Hire Reports 10b.1–2* **Boehme**[A]
   No questions.
3. Prineville Campus Update **Kristensen**[P]
   a. Kristensen updated the Board on what has been happening at COCC Crook County Open Campus. Campus staff are active in Crook County's K–12 schools to give students exposure to COCC and encourage them to consider pursuing college or trade school education, whether that is at COCC or elsewhere. High school students have the opportunity to dual–

enroll at COCC and earn an AAOT when they graduate from high school. The campus has hosted classes and events for numerous Crook County organizations. Enrollment in both credit and non-credit courses at the campus have seen a steady increase since 2022, especially in the past year, thanks to the improvements made to course scheduling. Campus goals for the coming year include hosting at least 20 COCC courses per term and recruiting adult learners.

b. Krenowicz asked about Grizzly Mountain Homelink from Kristen's presentation.
   i. Kristensen said that Homelink is a new K-12 program for homeschool students in Crook County.

c. Merz asked how enrollment for the Fall 2025 quarter is looking.
   i. Kristensen said, based on point-in-time enrollment from last year, Fall term enrollment numbers have increased.

d. Craska Cooper noted that, a few years ago, the Board adopted a policy to not cancel classes due to low enrollment and asked whether that has helped the Prineville campus. Kristensen confirmed this.

e. Porter asked if there are incentives for COCC instructors to teach classes at the Prineville campus.
   i. Hamlin said that there is a "service to the College" requirement for faculty promotions, and teaching at COCC's branch campuses meets that requirement. Reimbursements for gas milage are also offered to faculty who teach at branch campuses.

f. Foote Morgan asked how local organizations have utilized the facility at COCC Crook County Open Campus.
   i. Kristensen explained that the facility is co-owned by Crook County. Some organizations can use the facility for free while others pay a rental fee. The kitchen classroom is very popular.

4. Grants Update 10c.1-19* **Tevlin**[P]

a. Tevlin presented an update on COCC's grants activity from the past four years. The College currently has 71 active grants, totaling at over $21 million. Funds for COCC's grants are about one-third federal, one-third State, and one-third local and private. Private organizations provide the most individual grants, while the federal government provides the least. A printed version of the full grants report for 2024 was distributed to the Board members.

b. Craska Cooper asked about COCC's grant development process.
   i. Tevlin said it depends on the grant. The most ideal situation is when someone from the College presents an idea for a project to Tevlin and he keeps it on file until a compatible funding opportunity is available, which often takes years to achieve. More often, Tevlin and his team watch for funding opportunities that support strategic goals and projects.

c. Boone asked if Tevlin could explain the approval process for grants.
   i. Tevlin said that when a new idea is developed for an academic grant, it must go through the appropriate chain of command, ending with the appropriate Senior Leadership Team (SLT)

member. Additionally, other College personnel who would be involved with the project are consulted to ensure the proposed budget is appropriate.

d. Krenowicz asked about Tevlin's projections on federal grants for the near future.
   i. Tevlin said, while not many of COCC's federal grants have been cancelled, there are no signs of any new federal grants coming in.
e. Foote Morgan asked what organizations are funding scholarship grants.
   i. Tevlin said the National Science Foundation has funded about half of the full-ride scholarships, specifically for STEM-focused scholarships. Many private donations are also attributed to full-ride scholarships, especially to help develop new programs like the community health worker program.
f. Krenowicz asked if Tevlin could elaborate on the new Benefits Navigator position.
   i. Tevlin said the position is being funded by a grant for all of Oregon's community colleges as part of a pilot project. Each navigator would help their college's students connect with existing support services like food and housing.

5. Strategic Plan: Year Two Summary 10d,e.f* **SLT Members**P
   a. SLT members presented an update on COCC's strategic plan. Chesley recommended the SLT give full updates on the strategic plan at the Board's regular meeting in September moving forward, as all of the requested data would be more readily available by then. Each SLT member presented on progress toward the six goals of the strategic plan through their various indicators.
      i. The Board concurred with Chesley's recommendation for annual updates being moved to September.
      ii. Unger recommended the Board's retreats be kept in mind when planning for these annual updates.
   b. Craska Cooper asked how COCC's design as a two-year institution might affect Fall-to-Fall student retention rates.
      i. Moore said that some students will attend COCC for less than two years because they only intend to receive a one-year certificate or take certain classes before transferring out.
   c. Foote Morgan asked if Fall-to-Fall retention rates reflected attendance of every enrolled COCC student.
      i. Moore said it only tracks first-year COCC students.
   d. Foote Morgan asked how changes to Pell grants might affect COCC's student retention rates.
      i. Moore said it is hard to predict those impacts. She is concerned about new requirements for Pell grant recipients to be full-time students and the impact on student support services.
   e. Craska Cooper asked why COCC has a high retention rate for veteran students, but a low graduation rate.
      i. Boone said that not all of the data for graduation rates is currently available, so that will change over time.

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   ii. Moore said one reason for veteran retention could be the robust support provided by the College. She added that many of COCC's veteran students are enrolled in the Aviation program, which has different levels of certification. Some students will transfer out to become flight instructors without completing a full degree or certification.

f. Merz asked what decisions might need to be made if COCC is no longer within the lowest 25% of cost to attend for Oregon's community colleges.
   i. LaLonde said that, if COCC is no longer in the lowest 25%, the College could reduce certain fees to meet that goal again.

g. Craska Cooper asked how many online courses COCC offered before the COVID-19 pandemic.
   i. Hamlin estimated that about 10% of COCC's courses were online before the pandemic, and now they consist of about 25% of the courses offered.

h. Foote Morgan asked if there were any plans for COCC's involvement in community engagement events in southern Deschutes County and northern Klamath County.
   i. Boone said that Chesley was a speaker at a recent Sunriver/La Pine Economic Development conference. The College is also becoming involved in the Sunriver and La Pine Chambers of Commerce. Boone suggested that COCC could sponsor future events in that area.

i. Krenowicz noted the dramatic increase in events involving COCC in the past year and asked if they have trouble denying requests.
   i. Boone said that the College Advancement department likes being involved with community events, but are mindful of the limited availability of COCC's staff.

j. Foote Morgan asked if the headcount for non-credit courses had decreased because they are defined differently than credit courses.
   i. Hamlin did not think that was the case, nor did she think it was of concern.

k. Merz asked what employee turnover rates were before the pandemic.
   i. Boehme said turnover would average between 10 and 14%.

l. Porter asked how much COCC's strategic plan factors into determining the College's budget.
   i. Moore said that every budget proposal is required to show how it ties into the strategic plan. $100,000 is also set aside each year for strategic plan activities.

6. COCC 75th Anniversary Poem 10g.1* **Craska Cooper[A]**
   a. This poem was written by Oregon poet laureate Ellen Waterson and read aloud at COCC's 75th anniversary celebration. Craska Cooper requested a print copy to be provided for each Board member.
7. Renewal of Faculty and Staff Appointments 10h.1-5* **Boehme[A]**
   a. This document listed all administrative and confidential employees whose contracts would be renewed for the coming fiscal year.

XI. New Business

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1. Administrator Salary Adjustment 11a.1* X **Boehme**[A]
   a. Motion to approve a 3% increase to base salaries/wages for eligible administrative and confidential employees.
      i. 1st: Alan Unger
      ii. 2nd: Joe Krenowicz
      iii. In favor: Laura Craska Cooper, Erica Skatvold, Joe Krenowicz, Alan Unger, Erin Merz, Jim Porter, Erin Foote Morgan
      iv. Opposed or abstained: none
2. Full–time Faculty Rehire Recommendations 11b.1–4* X **Hamlin**[A]
   a. Motion to approve the rehiring of full–time faculty members listed in the resolution.
      i. 1st: Erica Skatvold
      ii. 2nd: Erin Merz
      iii. In favor: Laura Craska Cooper, Erica Skatvold, Joe Krenowicz, Alan Unger, Erin Merz, Jim Porter, Erin Foote Morgan
      iv. Opposed or abstained: none
3. New Board Member Orientation Policy Update, 2nd Reading 11c.1–2* X **Skatvold**[A]
   a. Recommended revisions from the first reading were added to the proposal, including an explanation of the Board's self–evaluation process and references to positions, rather than individual's names.
   b. Motion to approve the second reading of the proposed policy update.
      i. 1st: Erin Merz
      ii. 2nd: Alan Unger
      iii. In favor: Laura Craska Cooper, Erica Skatvold, Joe Krenowicz, Alan Unger, Erin Merz, Jim Porter, Erin Foote Morgan
      iv. Opposed or abstained: none

XII. Board of Directors' Operations

1. Spring Retreat Update **Craska Cooper**
   a. The retreat took place on May 31. The facilitator, Mary Spilde, recommended some updates be made to the Board's policies in order to meet their goals and address some issues that have caused some uncertainty over the past year. Craska Cooper suggested bringing these recommendations to the Policy Review Committee. The Committee would discuss these recommendations and propose updates to the Board within the next two months. The Board also discussed the results of the Board's self–evaluation survey.
2. Committee Updates
   a. Advocacy Committee **Foote Morgan**
      i. The Board did not provide any feedback on the list of stake–holders that were recommended to meet with Greg Pereira when he becomes COCC's new president, so the Committee assumed that the Board was satisfied with the list.
         1. Krenowicz suggested creating a new list for meetings further in the future with individuals that work behind

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the scenes of various the organizations that Pereira would be meeting with.
2. Craska Cooper offered to host a gathering at her home in Prineville for community members to meet with Pereira.
3. Unger asked if community meetings can be scheduled at COCC's branch campuses. Boone confirmed this.

ii. The Committee has discussed what outreach from the Board could look like. Chesley and the SLT have made suggestions on how the Board can meet with students.

iii. The Committee has been keeping track on updates regarding the State budget. More information will come next month.

3. Board Member Activities **Board Members**

a. Erin Foote Morgan
- i. May 14: Advocacy Committee meeting
- ii. May 31: Board retreat
- iii. Various conversations with Board members

b. Erin Merz
- i. May 16: Oregon Community College Association (OCCA) Board meeting
- ii. May 21: Phone call with Spilde
- iii. May 30: Phone call with the OCCA's DEI Committee chair
- iv. May 30: Community retirement party for Chesley
- v. May 31: Board retreat
- vi. June 3: OCCA DEI Committee meeting
- vii. June 4: Meeting with Porter
- viii. June 8: Phone call with Craska Cooper

c. Alan Unger
- i. May 28: Veterans' Resource Center dedication ceremony
- ii. May 30: Community retirement party for Chesley
- iii. May 31: Board retreat

d. Joe Krenowicz
- i. May 21: Phone call with Spilde
- ii. May 31: Board retreat

e. Erica Skatvold
- i. May 22: Phone call with Spilde
- ii. May 23 and June 10: Meetings with Craska Cooper and Chesley
- iii. May 30: Community retirement party for Chesley
- iv. May 31: Board retreat
- v. June 3: OSU–Cascades Advocacy and Advisory Board meeting
- vi. June 4: COCC nursing advisory board meeting
- vii. June 6 and 10: Phone calls with Chesley

f. Jim Porter

i. May 27: Fire education event at COCC
ii. May 28: Veterans' Resource Center dedication ceremony
iii. May 31: Board retreat
iv. June 4: Meeting with Merz

g. Laura Craska Cooper
i. May 23 and June 10: Meetings with Skatvold and Chesley
ii. May 30: Community retirement party for Chesley
iii. May 31: Board retreat
iv. June 8: Phone call with Merz
v. June 11: Phone call with Chesley
vi. June 11: Meeting with LaLonde and Pete Christoff
vii. Various phone calls with Merz, Foote Morgan and Spilde
viii. Stayed at a cabin by the coast, which was an auction prize from the COCC Foundation's Meal of the Year

XIII. President's Report **Chesley**

1. Commencement will be Saturday, June 14 at the Bend campus' athletic field. 322 students are currently registered to walk.
2. Chesley thanked the Board for allowing her to serve as COCC's President and working with her for these past six years.

XIV. Agenda Change **Craska Cooper**

1. Craska Cooper shared some of her comments from Chesley's retirement party.
2. Porter presented a letter of recognition from Bend's Chief of Police Mike Krantz for Chesley.
3. Other Board members offered their comments of recognition for Chesley.

XV. Dates **Craska Cooper**

1. Thursday, June 12 – Investment Committee Meeting – Boyle Education Center Boardroom, Bend Campus at 4:00 p.m.
2. Saturday, June 14 – COCC Commencement – Athletic Field, Bend Campus at 10:00 a.m.
3. Thursday, June 19 – Closed for Juneteenth
4. Friday, June 20 – Advocacy Committee Meeting – Remotely via Zoom at 3:00 p.m.
5. Tuesday, July 1 – Greg Pereira's First Day as President of COCC
6. Tuesday, July 1 – Real Estate Committee Meeting – Remotely via Zoom at 4:30 p.m.
7. Friday, July 4 – Closed for Independence Day
8. Wednesday, July 9 – Board of Directors' Meeting – Boyle Education Center Boardroom, Bend Campus at 5:45 p.m.

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a. Skatvold recommended the Board wait until September to determine committee assignments. Craska Cooper concurred.

XVI. Adjourned at 9:02 p.m. **Craska Cooper**

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CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Special Meeting – MINUTES
Wednesday, June 25, 2025 – 1:00 PM
Remotely via Zoom / YouTube

TIME**	ITEM	ENC.*	ACTION	PRESENTER

1:06 p.m.

I. Call to Order — **Craska Cooper**

II. Native Lands Acknowledgement — 2a.1* — **Craska Cooper**

III. Roll Call — **Metcalf**

Board members, staff and guest:
Laura Craska Cooper (Chair), Erica Skatvold (Vice-Chair), Erin Foote Morgan, Joe Krenowicz, Erin Merz, Jim Porter, Alan Unger, Paul Taylor, Laurie Chesley (President), Michael LaLonde, Alicia Moore, Zak Boone, Scott Burge, Kyle Matthews, Aimee Metcalf

IV. Agenda Changes — **Craska Cooper**

None.

V. Public Comment — **Craska Cooper**

None.

VI. New Business

1. Employer Incentive Fund Deposit — 6a.1-21* — X — **LaLonde**P
   a. Craska Cooper explained that the Oregon State government has made available a fund for public employers to provide matching funds in order to buy down unfunded Public Employees Retirement System (PERS) liabilities. This has been discussed by COCC's Investment Committee on April 12, as well as April 17 after LaLonde spoke with a consultant on the matter. LaLonde ran scenarios for what would happen if COCC invested $2 million, $3 million, $4 million and $5 million. Results from these simulations were enclosed in this meeting's packet.
   b. LaLonde explained that COCC currently has an unfunded pension liability of $41.3 million. This opportunity from the State is an incentive for employers to contribute to PERS and receive a 25% match from the State, along with participating in return from PERS with an average of about 7%. COCC will have an opportunity to apply for this opportunity on July 1, 2025.

* Material to be distributed via e-mail & USPS (as necessary)
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*** Confirmation of Consent Agenda items submitted by the President. Any item may be moved from the Consent Agenda to Old/New Business by a Board Member asking the Chair to consider the item separately.

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c. Merz asked how the Employee Retention Tax Credit (ERTC) refund would factor into this proposal.
    i. LaLonde said he included the refund into the simulations, as well as $1.3 million for the Madras campus expansion that was not included in the coming fiscal year's budget due to a $500,000 donation that recently came in and $800,000 in savings for construction. COCC received a refund for $3.6 million from the IRS. An additional refund of $3.1 million is expected, but LaLonde does not know when the IRS plans to send it.
d. Merz asked why the Investment Committee is recommending $3 million to be invested in this deposit.
    i. Craska Cooper said the Committee wanted to be conservative with how much the College would reduce its reserves. They had not factored the $1.3 million that LaLonde had mentioned earlier, nor did they include the ERTC refund in their calculations.
e. Unger asked if the Board could opt to include the PERS side account as part of the General Fund Reserve.
    i. LaLonde said that COCC currently has a side account with PERS that will expire in 2027. If the Board adopts this strategy, PERS will provide accounting for the balance but it would be amortized over an 18-year period.
f. Merz asked if the Board could only commit to a one-time allocation, or could they decide to one amount today (example: $3 million), and add to that amount at a later date.
    i. LaLonde said it would depend on how many organizations apply for this opportunity. There is $36.4 million remaining in the fund and that is the total amount the State has set aside for this round. It's possible the available funds from the State could run out before COCC would have another opportunity to apply. The State is using sports betting revenue to fund the incentive so there could be another round or rounds in the future.
g. Porter was supportive of the Investment Committee's recommendation as it would reduce the College's debt. He asked if LaLonde had included the additional $3.1 million ERTC refund into these simulations. LaLonde confirmed this.
h. Craska Cooper asked if these simulations did not include any additional private donations that the Madras campus expansion could potentially receive. LaLonde confirmed this.
i. Foote Morgan was supportive of a $4-5 million deposit. She was concerned whether this could prevent COCC from investing in other projects like expanding into southern Deschutes County.

j. Skatvold was supportive of a $4 million deposit as a means to help the College meet its PERS obligation to the faculty and staff.
k. Krenowicz was supportive of a $4 million deposit. The presentation from LaLonde gave him confidence that COCC would return its reserve to 29% in a short amount of time.
l. Unger was supportive of a $5 million deposit and recommended COCC apply for this opportunity as soon as possible. He noted that such an investment may reduce some flexibility that the College has with its funds, but the College will need to contribute to PERS either way.
m. Merz supported a $4 million investment.
n. Craska Cooper was supportive of a $4 million deposit, noting the importance of supporting PERS benefits for COCC's employees.
o. Chesley was supportive of this recommendation from the Investment Committee, noting that some of the other projects that the Board has expressed concerns about could still be funded incrementally.
p. LaLonde concurred with Chesley. He noted concerns about deferred maintenance on COCC's buildings. His projections include $11.5 million for deferred maintenance spending, primarily in 2029 – 2031. However, the College can also apply to Oregon's Higher Education Coordinating Commission (HECC) for matching funds up to $12 million in 2027, which will be funded in 2029. The College also has a contingency of $1 million in its current budget, along with an additional contingency of $1 million from last year's budget that has been transferred to the College's capital projects fund.
q. Craska Cooper asked what could happen if the Board decided to fund $5 million now, but later decides to deposit $4 million instead when the required deposit date in March 2026 arrives.
    i. LaLonde said he asked this question in an email with PERS. They said that the College can decide on an amount to fund now, but if they opt to only deposit less than their initial commitment, the State will only match 25% of the amount deposited.
    ii. Board members were more supportive of a $5 million deposit with this information.
r. Motion to approve a $5 million deposit into a PERS side account and to direct the Vice President of Finance and Operations to file an application with the Employer Incentive Fund for the matching funds.
    i. 1st: Alan Unger
    ii. 2nd: Erin Merz
    iii. In favor: Laura Craska Cooper, Erica Skatvold, Erin Foote Morgan, Joe Krenowicz, Erin Merz, Jim Poter, Alan Unger
    iv. Opposed or abstained: none

VII. Dates **Craska Cooper**

1. Monday, June 30 – Reception for Tim Cook's Run for Oregon Community College Students Fundraiser – Coats Campus Center at 3:00 – 5:00 p.m.
2. Tuesday, July 1 – Greg Pereira's First Day as President of COCC
3. Tuesday, July 1 – Real Estate Committee Meeting – Remotely via Zoom at 4:30 p.m.
4. Friday, July 4 – Closed for Independence Day
5. Wednesday, July 9 – Board of Directors' Meeting – Boyle Education Center Boardroom, Bend Campus at 5:45 p.m.

VIII. Adjourned at 1:44 p.m. **Craska Cooper**

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

Cash and Investments

The College's operating cash balances currently total $32.6 million. The average yield for the Local Government Investment Pool remained at 4.60 percent in May 2025.

General Fund Revenues

There was a significant increase in general fund revenue, as the college received $3.6 million from the Employee Retention Tax Credit in May 2025.

General Fund Expenses

The expenses through May 2025 include the required budgeted inter-fund transfers-out for the fiscal year.

Budget Compliance

All appropriation categories are within budget.

Central Oregon Community College

Monthly Budget Status

09-Jul-25

May 2025

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	$ 23,213,000	$ 22,446,121	$ (766,879)	96.7%	99.1%
Prior Taxes	433,000	408,903	(24,097)	94.4%	54.9%
Tuition and fees	20,443,000	19,747,252	(695,748)	96.6%	108.6%
State Aid	12,255,000	9,400,419	(2,854,581)	76.7%	121.5%
Program and Fee Income	100,000	98,244	(1,756)	98.2%	80.7%
Interest & Misc. Income	2,174,000	3,984,402	1,810,402	183.3%	33.3%
Transfers-In	4,175,128	2,847,310	(1,327,818)	68.2%	41.7%
Total Revenues	**$ 62,793,128**	**$ 58,932,651**	**$ (3,860,477)**		
Expenses by Function					
Instruction	$ 27,570,061	$ 24,129,769	$ 3,440,292	87.5%	84.7%
Instructional Support	5,335,852	4,515,749	820,103	84.6%	81.6%
Student Services	7,424,448	5,833,470	1,590,978	78.6%	75.4%
College Support	7,188,707	5,789,601	1,399,106	80.5%	83.8%
Campus Services	5,891,491	5,238,023	653,468	88.9%	89.5%
Information Technology	6,934,957	6,026,573	908,384	86.9%	80.3%
Financial Aid	200,000	150,115	49,885	75.1%	153.5%
Contingency	1,000,000	-	1,000,000	0.0%	0.0%
Transfers-Out	3,555,511	3,575,511	(20,000)	100.6%	99.1%
Total Expenses	**$ 65,101,027**	**$ 55,258,811**	**$ 9,842,216**		
Revenues Over/(Under) Expenses	**$ (2,307,899)**	**$ 3,673,840**	**$ 5,981,739**		

Central Oregon Community College

Monthly Budget Status

9-Jul-25

May 2025

		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	$	6,079,368	$	5,438,924	$	(640,444)	89.5%	89.8%
Expenses		5,916,630		5,906,709		9,921	99.8%	99.9%
Revenues Over/(Under) Expenses	$	162,738	$	(467,785)	$	(630,523)		
Grants and Contracts Fund								
Revenues	$	5,688,120	$	4,988,180	$	(699,940)	87.7%	80.8%
Expenses		6,135,928		11,245,149		(5,109,221)	183.3%	71.2%
Revenues Over/(Under) Expenses	$	(447,808)	$	(6,256,969)	$	(5,809,161)		
Capital Projects Fund								
Revenues	$	14,110,000	$	2,569,124	$	(11,540,876)	18.2%	24.9%
Expenses		18,079,951		5,758,543		12,321,408	31.9%	20.7%
Revenues Over/(Under) Expenses	$	(3,969,951)	$	(3,189,419)	$	780,532		
Enterprise Fund								
Revenues	$	4,869,286	$	4,580,498	$	(288,788)	94.1%	93.3%
Expenses		5,026,142		3,910,895		1,115,247	77.8%	77.6%
Revenues Over/(Under) Expenses	$	(156,856)	$	669,603	$	826,459		
Auxiliary Fund								
Revenues	$	6,227,115	$	5,837,411	$	(389,704)	93.7%	114.9%
Expenses		11,112,433		7,675,556		3,436,877	69.1%	81.2%
Revenues Over/(Under) Expenses	$	(4,885,318)	$	(1,838,145)	$	3,047,173		
Reserve Fund								
Revenues	$	2,105	$	-	$	(2,105)	0.0%	0.0%
Expenses		1,307,986		822,521		485,465	62.9%	2.3%
Revenues Over/(Under) Expenses	$	(1,305,881)	$	(822,521)	$	483,360		
Financial Aid Fund								
Revenues	$	15,685,924	$	14,824,421	$	(861,503)	94.5%	81.8%
Expenses		15,798,504		14,845,878		952,626	94.0%	84.1%
Revenues Over/(Under) Expenses	$	(112,580)	$	(21,457)	$	91,123		
Internal Service Fund								
Revenues	$	85,000	$	79,910	$	(5,090)	94.0%	87.4%
Expenses		86,752		72,141		14,611	83.2%	96.9%
Revenues Over/(Under) Expenses	$	(1,752)	$	7,769	$	9,521		
Trust and Agency Fund								
Revenues	$	10,000	$	19,771	$	9,771	197.7%	187.9%
Expenses		23,500		14,116		9,384	60.1%	34.6%
Revenues Over/(Under) Expenses	$	(13,500)	$	5,655	$	19,155		

09-Jul-25

Central Oregon Community College

Cash and Investments Report

As of May 31, 2025

College Portfolio	**Operating Funds**	**Trust/Other Funds**
Cash in State Investment Pool		
4089 - General operating fund	$ 31,287,930	
3624 - Robert Clark Trust		$ 410,841
6729 - Redmond Expansion Fund		$ 4,116,796
March Average Yield 4.60%		
Cash in USNB	$ 1,288,079	
Cash on Hand	$ 4,600	
Total Cash	$ 32,580,609	$ 4,527,637

Board Meeting Date: Wednesday, July 9, 2025
Exhibit: 8b.1

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

Faculty Full-Time		
James Adams	Full Time Temporary Faculty Art/Design	September 9, 2025
Christi Lemire	Full Time Temporary Faculty HIM	September 9, 2025
Kent Hartman	Assistant Professor II Business/Accounting	September 9, 2025
James Veverka	Assistant Professor I Automotive	September 9, 2025
Vovener de Verlands Edmond	Assistant Professor I Forestry	September 9, 2025

Administrator Full-Time		
Quinn Sykora	Residence Life Coordinator	July 1, 2025
Tyler Pursell	Software Analyst Programmer	July 21, 2025
Gabrielle Orsi	Assessment/Curriculum Administrator	August 1, 2025

Central Oregon Community College

Board of Directors

New Hires Report
Date of Hire: June 1-30, 2025

Name	Hire Date	Job Description	Department
Classified Full-Time			
Samayoa-Moreno, Erick	6/16/2025	Campus Custodian	Custodial Services
Temporary Hourly			
Gardner, Blaze Daniel	6/12/2025	Prineville Streaming/Office	Regional Svcs. & Prnvl Campus Oper.
Schw ertfeger, Emily Claire	6/16/2025	Hospitality & community	Dorm Operations
Gorham, Renna G	6/16/2025	Hospitality & Community	Dorm Operations
Ryan, Katie Blackrose	6/16/2025	Hospitality & Community	Dorm Operations
Mclaughlin, Moira M	6/16/2025	Hospitality & Community	Dorm Operations
Miller, Angelina Marie	6/16/2025	Hospitality & Community	Dorm Operations
Robertson, Conner Jacob	6/16/2025	Basic Flight Instructor	Aviation Program
Bedollaguzman, Efrain	6/16/2025	Basic Flight Instructor	Aviation Program
Robertson, Conner Jacob	6/16/2025	Flight Instructor Training	Aviation Program
Bedollaguzman, Efrain	6/16/2025	Flight Instructor Training	Aviation Program
Wiley, Adam	6/23/2025	Instructional Assistant Fire	Fire Science

2023 – 27 Strategic Plan College Sustainability Strategic Goal Update

Board of Directors' July 2025 Meeting

Michael Lalonde, VP for Finance & Operations
Laura Boehme, VP for People & Technology

CENTRAL OREGON community college

GOAL

College Sustainability Goal

COCC creates processes and systems to foster a high-quality and operationally sustainable work, learning, and natural environments.

Indicators:

- President's Climate Leadership Commitment
- Employee Turnover Rate
- Employee Awards, Recognitions, Celebrations and Professional Development

ACTION PROJECTS

- Facilities Master Planning
- President's Climate Leadership Commitment
- Upgrade Business Operations
- Unified Data Analytics Solution
- Employee Awards, Recognitions, Celebrations, and Professional Development
- Culturally Inclusive Hiring Practices

COLLEGE SUSTAINABILITY ACTION PROJECTS

Facilities Master Planning Team

- Space utilization assessment
- Building Advocate program
- Faculty & staff surveys to assess space quality
- RFP for a facilities master plan consultant
- 3D models of the architectural designs and building layouts
- Disposing identified equipment, furniture, and other materials no longer needed by the college

COLLEGE SUSTAINABILITY ACTION PROJECTS

Facilities Master Plan Timeline*

2024 –2025
Project Planning & Space Utilization Baseline Assessment

Fall 2025
Facilities Master Plan RFP Process Complete

Spring 2026
Comprehensive Campus Facilities Plan Developed

Summer 2026*
Approval, Road Mapping & Planning

Fall 2026
Facilities Master Plan & Implementation Strategy Finalized

** Dependent on vendor selection*

COLLEGE SUSTAINABILITY ACTION PROJECTS

President's Climate Leadership Commitment

- Climate Action Plan: March 2025
- Goal to reach carbon neutrality by 2050
  - Madras solar arrays
  - Energy efficient roof replacement
  - EV fleet use
  - LED lighting retrofit for Culinary and Library parking lots
  - Waste diversion from Wickiup move out – 8 tons!
  - Ponderosa Project – May 2025
- College-wide greenhouse gas emissions inventories for 2022, 2023 and 2024 in process
- Reducing commutes is a challenge

COLLEGE SUSTAINABILITY ACTION PROJECTS

Upgrade Business Operations

- Auto-routing on all fiscal forms
- Administrative assistant training: Banner, Argos, purchasing
- Budget manager training: Banner, Argos, budget process overview
- Evaluate COCC's SharePoint and Microsoft 365 environment – better utilize and enhance security and document management
- Implementing new Banner modules

COLLEGE SUSTAINABILITY ACTION PROJECTS

Unified Data Analytics Solution (UDAS)

- Developed and submitted an RFQ in fall 2024
- RFQ review and vendor selection Winter and Spring 2025
- COCC Board approval of the purchase of the UDAS in February 2025
- Contract negotiations on-going; anticipated project start date of mid-August 2025.

Employee Awards, Recognitions, Celebrations, and Professional Development

- Feedback from the 2024 Great Colleges to Work for (GCTWF) survey
- Employee engagement and retention metrics
- Employee professional development communication

COLLEGE SUSTAINABILITY ACTION PROJECTS

Culturally Inclusive Hiring Practices

- Strategic plan budget allocations:
  - Increase out-of-area candidate travel reimbursement
  - Purchase recruitment advertising subscription to broaden diversity recruitment
- Streamlined employment application
- Created implementation timeline and assessment activities

Board Meeting Date: Wednesday, July 9, 2025
Exhibit No.: 8d.1

Central Oregon Community College
Board of Directors: Information Item

Subject	Employee of the Year and Diversity Award Recipients
Strategic Plan Connection	Supporting Colleagues - we embrace the worth and dignity of our faculty and staff and support their integral role in shaping the future of our students and communities.
Prepared By	Seana Barry, Director Human Resources

A. Background

Each year exemplary employees are recognized for their outstanding performance, recognized for their involvement in student success, and who promote and represent COCC in a positive enthusiastic manner by awarding them with the Employee of the Year Award.

Each year an employee is recognized for making valuable contributions to our campus community in a way that supports and fosters a respectful and inclusive multicultural environment by awarding them with the Diversity Award.

Employee of the Year Awards

Full-Time Faculty
Sarah Fuller
Professor Biology
With COCC since 2006

Adjunct/Part-time Faculty
Julie Schmidt
Adjunct Instructor Mathematics
With COCC since 2001

Administrator
Amy Ward
Director Redmond Campus
With COCC since 2022

Classified
Katharine Condon
Administrative Assistant-SBDC
With COCC since 1996

Diversity Award

Sharon Bellusci
Student Affairs Technology Project Manager
With COCC since 2010

Board Meeting Date: July 9, 2025
Exhibit No.: 9a.1

Central Oregon Community College
Board of Directors: Resolution

Subject	**Admissions Application Fee**
Strategic Plan Initiatives	• Access: COCC expands access by providing students with equitable opportunities and the resources needed to achieve their goals. • College Sustainability: COCC creates processes and systems to foster a high-quality and operationally sustainable work, learning and natural environment.
Prepared By	Alicia Moore, Vice President of Student Affairs Tyler Hayes, Dean of Enrollment Management

A. Background

During the June Board of Directors' meeting, staff proposed a change to the admissions application fee. Based on additional testing, and given the expedited timeline for this implementation, the original proposal is no longer feasible. Instead, staff propose that the College returns to the "once per lifetime" application fee previously in place.

It is important to note, however, that it may not be feasible to transfer former student data from COCC's old system into the new system. If so, any student returning after an absence will need to pay the fee in the new system (approximately 800 students annually). Once that is complete, they will not have to pay an application fee in the future.

Additionally, staff recommend keeping the part of the June proposal that waives the application fee for concurrent students as a means of supporting our high school partners. However, staff recommend not waiving it for employees or students who are 65+ as doing so requires a significant level of manual work and therefore, delays communication to these populations.

B. Recommendation

COCC's Enrollment Management and Student Technology teams recommend implementing the following admissions application fee policy, to go into effect with the new application system:

- All new students (those who have never taken a COCC credit class) will pay a one-time application fee of $25.
- Students returning after an absence (those absent for a year or more) will pay a one-time application fee of $25 when re-applying if they have never applied in the new system.
- Concurrent high school students (students taking credit classes on a COCC campus or online) will have the application fee waived.

C. Timing

COCC's fall 2026 admissions application opens in October 2025. In order for prospective students to have information well prior to this date, and provide enough time for staff time to set up the system, it is recommended that the College adopt the new admissions application policy during the July meeting.

D. Budget Impact

If the College is able to program the system so that prior students do not have to pay the application fee, the recommended changes will reduce application fee income by approximately $8,000 annually. If this change is not possible, the policy will be budget neutral.

E. Proposed Resolution

Be it resolved that the COCC Board of Directors approves the new application fee policy as proposed in section B.

Board Meeting Date: July 9, 2025
Exhibit No.: 9b.1

Central Oregon Community College
Board of Directors: Resolution

Subject	**Approve Canon Copier Lease and Services Award to Solutions Yes**
Strategic Plan Initiatives	**College Sustainability**
Prepared By	**Laura Boehme, VP of People and Technology**

A. Background

COCC proposes changing copier service providers from Pacific Office Automation (POA) to Solutions Yes when the current agreement expires in December 2025. Solutions Yes will replace 42 existing black and white copiers with new Canon color copiers and add 3 new Canon color copiers to the Ponderosa Annex, Brightside Animal Center, and the new Madras building. This resolution is being brought forward at this time to ensure that COCC can sign the new contract and begin implementation and planning for this large-scale transition. The reason for the change to Solutions Yes is that the current POA contract expires in December 2025, and COCC is looking to optimize our utilization of copiers under a new cooperative agreement that allows more flexibility, cost containment, and energy savings plus the opportunity to phase out printers over time.

B. Options/Analysis

1. Approve a new 67-month lease of 45 Canon copiers under cooperative NASPO ValuePoint Master Agreement number 187646. Total lease cost: $317,000. Managed print services provided by Solutions Yes.
2. Do not approve new lease and service agreement. Seek out additional RFP options and/or renegotiate extension of POA services.

C. Timing

Sign agreement by August to enable procurement and staging for replacement of 42 copiers and 3 new copiers in their new locations during the December 2025 winter break.

D. Budget Impact

- Lease covers replacement of 42 copiers and addition of 3 new copiers.
- 12 monthly payments of $3,832 (same as POA agreement, aligned with FY25-26 budget).
- 55 monthly payments of $4,927 (will request increase in next year's gen fund budget cycle).
- Service charges of $0.005 per B&W page and $0.05 per color page do not change.

No impact to FY25-26 budget. Will request $13,000 increase in next year's gen fund budget cycle. Copier costs are currently charged back to departments through the Internal Services Fund.

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors approves a new Canon copier lease with managed print services by Solutions Yes.

Board Meeting Date: July 9, 2025
Exhibit No.: 9c.1

Central Oregon Community College
Board of Directors: Resolution

Subject:	**Approve sale of COCC Educational Broadband Spectrum (EBS) channel to Webformix Internet Company**
Strategic Plan Initiatives:	**Goal Area: College Sustainability**
Prepared By:	Laura Boehme, VP of People and Technology

A. Background

COCC was offered the opportunity around 2004, through a local internet service provider, Webformix, to partner with Bend La Pine (BLP) Schools and High Desert ESD (HDESD) to obtain three (3) distinct Educational Broadband Service (EBS) channels (one for each of us). Part of the agreement included the possibility of revenue generation from the channels. The EBS is a specific band of wireless internet spectrum within the 2.5 GHz range, reserved by the FCC for educational purposes. Initially designed for delivering educational TV to schools via the frequency channels, it has evolved to support various broadband applications, including wireless broadband for educational institutions and community networks.

Early on, COCC used its channel to broadcast construction-related content on our website (for example, when Culinary, Science, and Health Careers, Madras, and Prineville were built). The low frequency (2.5 GHz) and FCC restrictions made using the channel challenging, and as technology has evolved and required more robust performance and utilization, COCC has not had much use for the channel educationally or operationally. This is also true for BLP and HDESD.

While the spectrum is intended for educational use, a significant portion is now leased to commercial operators, primarily for mobile broadband services as that makes better use of the spectrum. In summary, while the 2.5 GHz EBS spectrum showed potential for broadband access, its legacy regulatory FCC framework, existing geographic distribution issues (if you don't have continuous spectrum coverage over an area, it fails), and limited future potential in serving rural areas present significant challenges to its continued use and viability. The channel, in its current state, has not been actively used for the last five years and as noted, has minimal potential to COCC for future use due to its limited broadband frequency and availability.

COCC, BLP, and HDESD have been recently offered the opportunity to sell each of our channels to Webformix for $300,000 each, plus 25% of any future sales proceeds beyond the price that Webformix pays to COCC for our channel.

Rationale for the sale at the price offered: Our three entities (COCC, BLP, and HDESD) have been coordinating and communicating with legal and the FCC about the offer in terms of market value and best use of the spectrum. We have concurred that this is a good, fair market value offer and that none of our entities have an ongoing use or need for the spectrum due to other internet services we have that better meet educational and operational needs. Further, the original possibility for revenue generation from the channels never materialized and this is unlikely to change. It behooves our entities to sell all channels simultaneously to Webformix rather than break up the channels or sell on our own to avoid issues with the FCC transfer process and obtain the best price. In addition, as the channel is currently leased to Webformix, COCC cannot offer it for sale to third parties.

B. Options/Analysis

1. Approve the sale of the COCC EBS Channel to Webformix Internet Company for a sale price of not less than $300,000, plus a 25% share of the net proceeds in the event of a future sale of the channel by Webformix in excess of the amount it paid to COCC.
2. Do not approve the sale of the COCC EBS Channel to Webformix Internet Company for a sale price of not less than $300,000, plus a 25% share of the net proceeds in the event of a future sale of the channel by Webformix in excess of the amount it paid to COCC.

C. Timing

COCC is working with our legal advisers and Webformix. We anticipate this transaction may take a few months to complete due to contract negotiations between parties and required reporting to the FCC.

D. Budget Impact

Funds of $300,000 from the sale will go into COCC's general fund.

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors: (i) finds that the COCC EBS channel is not needed for public use and that the public interest may be furthered by sale of the channel; and (ii) authorizes President Pereira or his designee to directly negotiate and enter into a sale agreement with Webformix Internet Company for a sale price of not less than $300,000, plus a 25% share of the net proceeds in the event of a future sale of the channel by Webformix in excess of the amount it paid to COCC, all in such form and substance as the President, or the President's designee, and the College's legal counsel deem necessary or appropriate.

Board Meeting Date: July 9, 2025
Exhibit No.: 10a.1

Central Oregon Community College
Board of Directors: Resolution

Subject	**Support for Participation in the Week Without Driving Initiative**
Strategic Plan Initiatives	**Goal Area: Community Engagement, Sustainability**
Prepared By	Lucas Alberg, Director, Marketing and Public Relations

A. Background

The Week Without Driving is a national initiative aimed at fostering awareness and empathy among public leaders and community members by encouraging them to spend one week without driving a personal vehicle. The campaign highlights the transportation challenges faced by individuals who cannot or do not drive due to disability, age, income or choice.

COCC's Sustainability Committee has endorsed and is participating in the initiative. Hal DeShow, assistant professor of geology and sustainability committee chair, extended a challenge to the COCC Board of Directors at its May meeting to join in the effort and to promote it across COCC campuses and the broader Central Oregon community. The initiative aligns with COCC's core values of equity, access and environmental stewardship.

B. Options/Analysis

1. Approve the resolution supporting COCC's participation in the Week Without Driving.
2. Decline approval of the resolution.

C. Timing

The Week Without Driving occurs Monday, September 29 – Sunday, October 5, 2025. A timely resolution allows for coordinated promotion and engagement planning by COCC's Sustainability Committee, Marketing and Public Relations team and participating Board members, faculty, staff and students.

D. Budget Impact

There is no direct financial impact, nor financial support requested, associated with this resolution.

E. Proposed Resolution

Be it resolved that the members of the Central Oregon Community College Board of Directors commit to participating to the best of their ability in the Week Without Driving, and they encourage the Bend City Council, other public officials and the COCC college community to do the same.

Central Oregon Community College   Capital and Deferred Maintenance Projects

Updated: 4/11/2025

Priority	Funded and Approved	Request/ Project Number / PO Number	Project Title	Scope Description	Target Completion	FUNDING Initial Cost Estimate	PM Notes
1	N		HVAC FX/Metasys Controls Update	Phase 1 - Move servers off site	TBD	$68,000	
1	N		Health Careers HVAC System	First Gen VRF system is faulty, needs to be replaced	TBD	$1,500,000	
1	N		HVAC FX/Metasys Controls Update	Phase 2 - Transition to FX & update controllers	TBD	$650,000	
1	N		Science Bldg HVAC System	First Gen VRF system is faulty, needs to be replaced	TBD	$1,325,000	
1	N		Culinary tankless water heaters faulty	Faulty - no parts available	TBD	$326,500	
1	N		Pinckney Center ADA Updates	Repair lighting controls, fix floor structure	TBD	$600,000	
1	N		**PLACEHOLDER - ADA Repairs from ODE**	**TDB**	**TBD**	**TBD**	
2	N		Newberry Bookstore KalWall Roof	Opaque skylight roof at end of life	TBD	$750,000	
2	N		Boyle KalWall Skylight	Opaque skylight at end of life	TBD	$325,000	
2	N		Boyle Admissions Area Remodel	Consolidating open office space	TBD	$635,000	
2	N		Ochoco Student Affairs Remodels	Counseling offices, Food Bank, Clothing Exchange	TBD	$600,000	
2	N		Modoc Boiler Replacement	Replace old Smith boiler with new boiler	TBD	$336,000	
2	N		RTEC Lighting System	DALI lighting system and DALI enabled lights	TBD	$625,000	
2	N		Health Careers Lighting System	DALI lighting system and DALI enabled lights	TBD	$820,000	
2	N		Science Bldg Lighting System	DALI lighting system and DALI enabled lights	TBD	$750,000	
2	N		Culinary Lighting System	DALI lighting system and DALI enabled lights	TBD	$630,000	
2	N		Bend / Redmond Campus Roadway Maint	Resurface asphalt, striping, repair sidewalks	TBD	$700,000	
3	N		Elevator Modernization	Boyle	TBD	$425,000	
3	N		Elevator Modernization	Ochoco	TBD	$650,000	
3	N		Elevator Modernization	Library	TBD	$425,000	
3	N		Elevator Modernization	Modoc	TBD	$425,000	
3	N		Boyle KalWall Skylight	Opaque skylight at end of life	TBD	$625,000	
3	N		Chandler Roofing	At end of life	TBD	$550,000	
4	N		Ponderosa Pedestrian Bridge	Replace crumbling pedestrian bridge	TBD	$1,200,000	
4	N		Jefferson Boiler Replacement	Replace old Raypak boiler with new	TBD	$185,000	Apollo Mechanical
4	N		Deschutes Boiler Replacement	Replace old Raypak boiler with new	TBD	$185,000	Apollo Mechanical
4	N		Pioneer Boiler Replacement	Replace old boiler	TBD	$475,000	Apollo Mechanical
4	N		Modoc Boiler Replacement	Replace old boiler	TBD	$250,000	Apollo Mechanical
4	N		Grandview Exterior Walls	Exterior walls structural & seismic	TBD	$2,800,000	
4	N		LED Exterior Lighting Upgrade	ETO Lighting Retrofit	TBD	$150,000	
4	N		Boyle Exterior Repairs	Repair / Replace old stucco siding	TBD	$1,300,000	
4	N		Metolius Lighting	Replace all interior lighting	TBD	$10,000	
4	N		Chandler Classroom Remodel	Complete interior remodel from 2019	TBD	$250,000	
					TOTALS:	**$20,545,500**	