CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, September 10, 2025 – 5:45 PM
Redmond Campus, Building 3, Room 306 /
YouTube

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:45 p.m.				
	I. Call to Order			**Skatvold**
	II. Native Lands Acknowledgement	2a.1*		**Skatvold**
	III. Roll Call			**Alberg**
	IV. Agenda Changes			**Skatvold**
	V. Public Comment			**Skatvold**
	VI. Consent Agenda* **			**Skatvold**
	1. Regular Meeting Minutes (7.9.25)	6a.1–9*	X	**Matthews**[A]
	VII. Information Items			
	1. Monthly Budget Status	7a.1–4*		**LaLonde**[A]
	2. New Hire Reports	7b.1–3*		**Boehme**[A]
	3. Redmond Campus Update	7c.1–20*		**Ward/ LaLonde/Clawson/ Lenhart/Anderson-May**[P]
	VIII. New Business			
	1. Request for Proposal for the Redmond Campus Remodel	8a.1–10*	X	**LaLonde/ Clawson**[A]
	IX. Board of Directors' Operations			
	1. Fall Retreat Update			**Skatvold**
	2. Committee Updates			
	a. Advocacy Committee			**Foote Morgan**
	b. Audit and Finance Committee			**Unger**
	c. Policy Review Committee			**Craska Cooper**
	3. Recommended Changes to the Advocacy Committee Charge, 1st Reading	9a.1–3*		**Foote Morgan**
	4. Board Committee Appointments	9b.1–5*		**Skatvold**
	5. Board Member Activities			
	X. President's Report			**Pereira**
	XI. Dates			**Skatvold**
	1. Thursday, September 18 – Wickiup Hall Move-In at 8:30 a.m. – 4:30 p.m. (volunteers welcome)			

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2. September 29 – October 5 – The Week Without Driving Campaign
3. Tuesday, September 30 – COCC Foundation's Feast at the Old Mill Fundraiser – Anthony's at the Old Mill at 5:30 – 8:00 p.m.
4. Wednesday, October 10 – Board of Directors' Meeting – La Pine High School Library at 5:45 p.m.

XII. Adjourn to Executive Session — **Skatvold**

ORS 192.660 section 2, subsection d, Labor Negotiations
ORS 192.660 section 2, subsection f, to consider information or records that are exempt by law from public inspection

XIII. Adjourn to Open Session — **Skatvold**

XIV. Open Session — **Skatvold**

XV. Adjourn — **Skatvold**

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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 – AGENDA
Wednesday, July 9, 2025 – 5:45 PM
Boyle Education Center Boardroom / YouTube

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:50 p.m.				
	I. Call to Order			**Craska Cooper**
	II. Native Lands Acknowledgement	2a.1*		**Craska Cooper**
	III. Roll Call			**Alberg**

Board members, staff and guest:
Laura Craska Cooper (Chair), Erica Skatvold (Vice-Chair), Joe Krenowicz, Alan Unger, Erin Foote Morgan, Jim Porter, Greg Pereira (President), Zak Boone, Laura Boehme, Alicia Moore, Annemarie Hamlin, Michael LaLonde, Angie Anderson-May, Owen Murphy, Tyler Hayes, Paul Taylor, Kyle Matthews, Lucas Alberg

IV. Agenda Changes — **Craska Cooper**

None.

V. Public Comment — **Craska Cooper**

None.

VI. Consent Agenda*** — **Craska Cooper**

	ITEM	ENC.*	ACTION	PRESENTER
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]**

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

VII. Chair and Vice Chair Elections — X — **Craska Cooper**

1. Jim Porter nominated Erica Skatvold for Chair. Skatvold accepted the nomination. There were no other nominations
   a. In favor: Craska Cooper, Skatvold, Krenowicz, Unger, Foote Morgan, Porter
   b. Opposed or abstained: none
2. Alan Unger nominated Jim Porter for Vice-Chair. Porter accepted the nomination. There were no other nominations.
   a. In favor: Skatvold, Krenowicz, Craska Cooper, Unger, Foote Morgan, Porter

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   b. Opposed or abstained: none
3. Skatvold said she would contact each Board member to discuss committee assignments, after which she and Porter would discuss these assignments further and propose positions at the Board's regular meeting in September.

VIII. Information Items

1. Monthly Budget Status 8a.1–4* **LaLonde**[A]
   a. Craska Cooper asked if LaLonde had any updates to share regarding the Board's decision to invest in Oregon's Public Employee Retirement System's (PERS') Employer Incentive Fund (EIF).
      i. Lalonde said he has confirmed with PERS that COCC will commit to the Board's agreed upon amount of $5 million and the State will match 25%.
   b. Craska Cooper asked if LaLonde had any updates regarding the Budget Committee and the Audit and Finance Committee.
      i. LaLonde said that COCC will be advertising for two open positions on the Budget Committee. There will be a meeting of the Budget Committee in November or December to review the status of the College's budget and how it is tracking for the remainder of the fiscal year.
      ii. Unger encouraged Board members to let LaLonde know if there are any areas of concern that they would like the College's auditors to review in the coming months.
2. New Hire Reports 8b.1–2* **Boehme**[A]
   No questions.
3. Strategic Plan: College Sustainability Update 8c.1–10* **LaLonde/Boehme/Murphy/Anderson–May**[P]
   a. The presenters shared an update on COCC's progress toward the goal of college sustainability from the College's strategic plan. A new facilities master plan is under development and is intended to go into effect when the current master plan expires in 2028. Efforts have been made to reduce the College's greenhouse gases and increase sustainability content across COCC's curriculum. Additional efforts have been made to help College staff do their jobs more efficiently and receive necessary trainings.
   b. Craska Cooper asked if there was someone from COCC's Instruction department who could inform the facilities master plan on the College's current needs for classrooms.
      i. Anderson–May said that Cindy Lenhart and Krista Leaders are involved in this project.
   c. Craska Cooper asked if the Board would need to approve a resolution for a new facilities master plan. Anderson–May confirmed this.
   d. Unger asked if there has been consideration about how underutilized buildings can be used for means outside of college classes, such as opening them to other public agencies.
      i. Anderson–May confirmed this and added that demolition for underutilized buildings has also been considered.

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e. Skatvold asked Murphy what he has personally learned in his time as co-chair of the Sustainability Committee.
    i. Murphy said he has learned how large of an issue climate change is. It comes from multiple factors and it is difficult to convince people to change their habits in order to respond to the problem.
f. Skatvold asked whether the modules that are being implemented into COCC's Banner software are expected to be simple installs.
    i. Boehme said the installs will be complicated as the modules have not been updated by the College for several years.
g. Foote Morgan asked if there has been any discussion in using artificial intelligence in COCC's operations.
    i. Boehme confirmed that it has been discussed and noted that using AI is risky when it comes to handling people's personal information.
    ii. Pereira said that an area that COCC would likely explore using AI is transcript evaluation, but the technology requires further development.
h. Unger asked if COCC's use of Microsoft products means that the College would ultimately use Teams for video conferences, rather than Zoom.
    i. Boehme said that COCC's has licenses for both products and College personnel can use either based on their preferences.

4. Employee of the Year and Diversity Award Recipients — 8d.1* — **Boehme**[A]
    a. The following were acknowledged for winning Employee of the Year awards for the 2024-25 academic year.
        i. Sarah Fuller, Professor of Biology, Full-Time Faculty Award
        ii. Julie Schmidt, Adjunct Mathematics Instructor, Adjunct/Part-Time Faculty Award
        iii. Amy Ward, Redmond Campus Director, Administrator Award
        iv. Katharine Condon; Administrative Assistant, Small Business Development Center; Classified Staff Award
        v. Sharon Bellusci, Student Affairs Technology Project Manager, Diversity Award

IX. New Business

1. Admissions Application Fee Update and Change — 9a.1-2* — X — **Moore/Hayes**[A]
    a. Hayes explained that the original proposal that the Board approved at their regular meeting on May 14 is no longer feasible. New students will still be able to pay a once-per-lifetime fee of $25.00, but so will any students returning from an absence until COCC can change vendors. The new proposal recommended keeping a payment waiver for concurrent high school students, similar to the previous proposal.
    b. Skatvold asked if this resolution has been written with the assumption that a student's data would not transfer if they have been absent for at least one year. And if the returning student's data cannot be transferred, would they not be charged an additional $25.00 fee?

i. Hayes said the language for this resolution was purposefully written to leave room for interpretation due to the complex nature of these matters. The process is still being developed.

c. Porter asked if COCC would need to build its own interface to move the students' data to a different platform and whether it would be fiscally responsible to do so.

i. Moore said that COCC uses about 15–20 different modules from various software vendors to transfer students' data through the College's payment system. The IT Services department works with the vendors to ensure this process is secure and efficient.

d. Motion to approve the new application fee as proposed in the resolution.

i. 1st: Alan Unger

ii. 2nd: Laura Craska Cooper

iii. In favor: Skatvold, Porter, Krenowicz, Craska Cooper, Unger, Foote Morgan

iv. Opposed or abstained: none

2. Copy Machines Contract 9b.1* X **Boehme**[A]

a. Boehme explained that the current contract, which will expire in 2025, has made it very costly to replace one copy machine and has limited the number of color copiers that COCC can afford to have on campus. This new contract would designate Solutions Yes as the new vendor and would be more affordable for the College. While it would not require any new funds during the current fiscal year, it will require a $13,000 increase for the following year. COCC is also working to use copiers less in order to increase sustainability.

b. Porter asked what the additional $13,000 would be intended to cover.

i. Boehme said it would cover additional costs for this contract. The vendor has agreed to keep COCC's costs for the current fiscal year and the increase would help meet their total costs for the 67–month lease.

c. Motion to approve the new copy machines lease with managed print services by Solutions Yes.

i. 1st: Erin Foote Morgan

ii. 2nd: Jim Porter

iii. In favor: Skatvold, Porter, Krenowicz, Craska Cooper, Unger, Foote Morgan

iv. Opposed or abstained: none

3. Education Broadband Spectrum Offer 9c.1–2* X **Boehme**[A]

a. Boehme explained that COCC partnered with Bend–La Pine School District and High Desert Educational Service District in 2004 to obtain three distinct Educational Broadband Service (EBS) frequencies from a local service provider called Webformix. These frequencies were given to the three entities free of charge with the intention of selling any unused bandwidth, but that never happened. COCC has not been able to use this frequency very much as its uses are very limited. In the fall of 2024, Webformix offered to purchase the frequencies back from all three entities. Boehme consulted with Taylor to ensure this would be a fair offer. All three entities have agreed to this resolution.

b. Craska Cooper asked why Webformix offered these frequencies to the three entities in the first place.
    i. Boehme said that no other government entity could use these frequencies for their work. High Desert ESD managed to find some use for it by giving internet access to daycare centers, but they now have other means to do so.
c. Foote Morgan asked if there is any way COCC's students can use these frequencies.
    i. Boehme said it is unlikely as the College's other sources for on-campus internet access are much more robust.
d. Skatvold asked why the resolution calls for proceeds from this sale to go to COCC's general fund.
    i. Boehme said it is common practice to send undedicated revenue to a general fund.
    ii. Craska Cooper noted that the Board could vote to move these funds to another account.
e. Craska Cooper asked if there had been a confirmation that COCC is following the procedure for disposition of College assets.
    i. Boehme said that Taylor and Sharla Andresen, COCC's Director of Risk Management, had confirmed that COCC was following this process.
f. Motion to authorize the negotiation to sell or the direct sale of the EBS channel to Webformix for no less than $300,000, plus 25% 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.
    i. 1st: Erin Foote Morgan
    ii. 2nd: Alan Unger
    iii. In favor: Skatvold, Porter, Krenowicz, Craska Cooper, Unger, Foote Morgan
    iv. Opposed or abstained: none

X. Board of Directors' Operations

1. Support for the Week Without Driving 10a.1* X **Alberg**[A]
    a. Alberg reminded the Board that COCC faculty member Hal DeShow had explained this campaign to them at their regular meeting on May 14. The College will work with other public entities, including the City of Bend, to raise awareness for this campaign.
    b. Unger asked if hitchhiking is legal.
        i. Porter said it is legal as long as the hitchhiker is not obstructing traffic or roadways.
    c. Foote Morgan asked if there are plans to share the results from the campaign.
        i. Alberg said that COCC's Marketing and Public Relations department is working on this. The more people participate, the more stories they will have to share.

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ii. Craska Cooper noted that Board members can share their stories from the campaign at their regular meeting in November.

d. Skatvold asked if driving with children in the car qualifies as carpooling.

i. Alberg confirmed this, noting that the campaign is meant to raise awareness about people who cannot drive for various reasons, including age.

e. Motion to approve the Board's commitment to participate in the Week Without Driving and to encourage the Bend City Council and other public officials to participate and promote the campaign.

i. 1st: Laura Craska Cooper

ii. 2nd: Erin Foote Morgan

iii. In favor: Skatvold, Porter, Krenowicz, Craska Cooper, Unger, Foote Morgan

iv. Opposed or abstained: none

2. Decision on the Regular Meeting for August X **Skatvold**

a. Skatvold noted that the Board has historically opted to cancel their regular monthly meeting in August each year.

b. Motion to cancel the regular Board meeting for August 13 unless an emergency meeting is deemed necessary.

i. 1st: Laura Craska Cooper

ii. 2nd: Jim Porter

iii. In favor: Skatvold, Porter, Krenowicz, Craska Cooper, Unger, Foote Morgan

iv. Opposed or abstained: none

3. Fall Retreat Update **Skatvold**

a. A full day's retreat is scheduled for September 6. Mary Spilde will return to facilitate. The venue is to be determined, but it will most likely be in Bend. The Board will discuss their policies, their plans to work with Pereira in his first year as COCC's President, and Pereira's goals for the coming year. Board members are encouraged to suggest any potential agenda items for the retreat.

b. Foote Morgan suggested a discussion on the Board's advocacy priorities and how they could align with the Board's goals.

4. Committee Updates

a. Advocacy Committee **Foote Morgan**

i. The Committee is approaching the end of its first year. They plan to evaluate their work and its impact over the past year. They are also working on adding community outreach as part of their charge.

b. Investment Committee **Craska Cooper**

i. The Committee had a regular quarterly meeting and a special meeting to discuss how the College could use its resources to legally make investments that would bring return to the College. They decided to ask the Board to consider making a deposit in the PERS EIF. The Board had a special meeting to discuss this and approved a commitment of $5 million.

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   ii. LaLonde added that the Committee also recommended waiting a bit longer to make any further investments in anticipation of interest rates decreasing.

c. Real Estate Committee 10b.1* **LaLonde**
   i. Representatives from William Smith Properties gave updates on developments at Outcrop phase 2, the Viridian complex, and the Campus Village.
   ii. There was an update on construction for the Madras campus expansion, which was reported to be about $1.3 million overfunded, partially due to savings made in construction costs and some recent donations.
   iii. The City of Redmond has offered to purchase 2.2 acres of COCC's property in Redmond in order to build a traffic circle near the airport. Their offer was for $30,000, which the Board decided was insufficient. A consultant has been hired jointly by the City and COCC to appraise the property. LaLonde is working on hiring an additional appraising firm.
      1. Craska Cooper noted that the Board is not committed to sell the property at the amount of the appraised price.
   iv. A homeowner from Mount Washington Drive is interested in purchasing a strip of land that COCC owns on Shevlin Park Drive. The Committee encouraged him to work with his neighbors to make an offer to purchase the land as a group. If he only wants to purchase the portion of land that borders his property, it would require a lot line adjustment. The land could be valuable to COCC if the City of Bend asks the College to place an easement along Mt. Washington Dr. for the Campus Village or if a public utility asks to purchase the land. The College currently maintains this property and is required to shovel any snow and cut any grass on it.

5. Board Member Activities
   a. Alan Unger
      i. June 14: COCC Commencement ceremony
      ii. June 23: Meeting with LaLonde regarding PERS EIF
      iii. June 25: Special Board meeting regarding PERS EIF
      iv. July 1: Real Estate Committee meeting
   b. Erin Foote Morgan
      i. June 20: Advocacy Committee meeting
      ii. June 25: Special Board meeting regarding PERS EIF
   c. Jim Porter
      i. June 20: Meeting with Skatvold, Craska Cooper, LaLodne and Laurie Chesley regarding PERS EIF
      ii. June 25: Special Board meeting regarding PERS EIF
      iii. July 1: Real Estate Committee meeting
   d. Laura Craska Cooper
      i. June 12 and 17: Investment Committee meetings
      ii. June 12: Kathy Smith's retirement gathering

iii. June 13: Phone call with Chesley
iv. June 13: Phone call with Porter
v. June 14: COCC Commencement ceremony
vi. June 20: Meeting with Skatvold, Porter, Chesley and LaLodne regarding PERS EIF
vii. June 20: Advocacy Committee meeting
viii. June 25: Special Board meeting regarding PERS EIF
ix. July 1: Real Estate Committee meeting
x. July 3: Meeting with Skatvold and Pereira
xi. Meetings with LaLodne and Peter Christoff regarding joint instructions for the land appraisers in Redmond

e. Erica Skatvold
   i. June 13: Attended the pinning ceremony for COCC's Registered Nurses program
   ii. June 14: COCC Commencement ceremony
   iii. June 20: Meeting with Porter, Craska Cooper, Chesley and LaLonde regarding PERS EIF
   iv. June 25: Special Board meeting regarding PERS EIF
   v. July 3: Meeting with Craska Cooper and Pereira

f. Joe Krenowicz
   i. June 25: Special Board Meeting regarding PERS EIF
   ii. July 1: Attended the welcoming gathering for Pereira
   iii. July 1: Real Estate Committee meeting

g. Erin Merz (unable to attend, emailed her report to Matthews)
   i. June 14: COCC's Commencement ceremony
   ii. June 20: Advocacy Committee meeting
   iii. June 24: Meeting with LaLonde regarding PERS EIF
   iv. June 25: Special Board meeting regarding PERS EIF
   v. July 1: Attended the welcoming gathering for Pereira

XI. President's Report **Pereira**

1. Pereira thanked the Board for hiring him as COCC's new President, as well as Chesley for helping him transition into the position.
2. Pereira visited all four campuses and received an overview of COCC's budget during his first week.
3. Pereira has set a goal to meet all 480 of COCC's employees in his first 100 days. He has so far attended 21 meetings with members of Campus Services.
4. Pereia is also planning to meet with community leaders, donors and friends of the College. Board members also will be offered opportunities to meet with him one–on–one.

XII. Dates **Skatvold**

1. Friday, July 11 – Audit and Finance Committee Meeting – 11:00 a.m. via Zoom
2. Fridays, 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. Friday, August 29 – Monday, September 1 – Closed in Observance of Labor Day
5. Saturday, September 6 – COCC Board Fall Retreat – 9:00 a.m. – 5:00 p.m. (location TBD)
6. Tuesday, September 9 – Community Welcoming Event for Greg Pereira – Old Mill District at 4:00 – 6:00 p.m. (venue TBA)
7. Wednesday, September 11 – Board of Directors' Meeting – COCC Redmond Campus, Building 3, Room 306 at 5:45 p.m.

XIII. Agenda Change **Skatvold**

1. Skatvold presented a plaque to Craska Cooper in recognition for her service as Board Chair for the 2024–25 academic year.

XIV. Adjourned at 7:38 p.m. **Skatvold**

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Exhibit: 7a.1
September 10, 2025

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

Cash and Investments

The College's operating cash balances currently total $22.5 million. The average yield for the Local Government Investment Pool remained at 4.60 percent; no change from the last budget report.

General Fund Revenues

Tuition and fee revenues represent summer session and fall term enrollment as of the end of July. Total remaining transfers-in will be posted at year-end, if necessary, to support the general fund reserve balance.

General Fund Expenses

The expenses through July 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 appropriation categories are within budget.

Central Oregon Community College

Monthly Budget Status

July 2025

10-Sep-25

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	$	-	$	(24,330,000)	0.0%	0.0%
Prior Taxes		283,000		98,997		(184,003)	35.0%	19.8%
Tuition and fees		22,430,000		6,499,592		(15,930,408)	29.0%	28.7%
State Aid		13,279,000		-		(13,279,000)	0.0%	0.0%
Program and Fee Income		100,000		-		(100,000)	0.0%	0.0%
Interest & Misc. Income		974,000		6,458		(967,542)	0.7%	0.4%
Transfers-In		5,588,744		2,868,000		(2,720,744)	51.3%	2.2%
Total Revenues	**$**	**66,984,744**	**$**	**9,473,047**	**$**	**(57,511,697)**		
Expenses by Function								
Instruction	$	28,154,525	$	1,016,036	$	27,138,489	3.6%	3.3%
Instructional Support		5,554,985		339,975		5,215,010	6.1%	6.3%
Student Services		7,883,478		406,898		7,476,580	5.2%	4.1%
College Support		7,475,399		788,976		6,686,423	10.6%	7.5%
Campus Services		6,140,941		465,198		5,675,743	7.6%	7.7%
Information Technology		7,947,140		897,102		7,050,038	11.3%	13.7%
Financial Aid		200,000		10,366		189,634	5.2%	9.1%
Contingency		1,000,000		-		1,000,000	0.0%	0.0%
Transfers-Out		19,070,532		12,445,532		6,625,000	65.3%	100.0%
Total Expenses	**$**	**83,427,000**	**$**	**16,370,083**	**$**	**67,056,917**		
Revenues Over/(Under) Expenses	**$**	**(16,442,256)**	**$**	**(6,897,036)**	**$**	**9,545,220**		

Central Oregon Community College
Monthly Budget Status
July 2025

10-Sep-25

		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	$	1,183,963	$	(4,968,792)	19.2%	19.4%
Expenses		6,087,037				6,087,037	0.0%	0.0%
Revenues Over/(Under) Expenses	$	65,718	$	1,183,963	$	1,118,245		
Grants and Contracts Fund								
Revenues	$	6,034,347	$	374,833	$	(5,659,514)	6.2%	2.2%
Expenses		6,738,055		242,661		6,495,394	3.6%	3.2%
Revenues Over/(Under) Expenses	$	(703,708)	$	132,172	$	835,880		
Capital Projects Fund								
Revenues	$	23,234,020	$	9,032,962	$	(14,201,058)	38.9%	14.9%
Expenses		24,338,954		1,552,402		22,786,552	6.4%	1.3%
Revenues Over/(Under) Expenses	$	(1,104,934)	$	7,480,560	$	8,585,494		
Enterprise Fund								
Revenues	$	5,349,792	$	444,294	$	(4,905,498)	8.3%	12.3%
Expenses		7,655,167		3,794,424		3,860,743	49.6%	26.5%
Revenues Over/(Under) Expenses	$	(2,305,375)	$	(3,350,130)	$	(1,044,755)		
Auxiliary Fund								
Revenues	$	6,504,732	$	2,368,829	$	(4,135,903)	36.4%	29.4%
Expenses		9,749,773		647,489		9,102,284	6.6%	3.6%
Revenues Over/(Under) Expenses	$	(3,245,041)	$	1,721,340	$	4,966,381		
Reserve Fund								
Revenues	$	-	$	-	$	-	0.0%	0.0%
Expenses		25,000		-		25,000	0.0%	0.5%
Revenues Over/(Under) Expenses	$	(25,000)	$	-	$	25,000		
Financial Aid Fund								
Revenues	$	22,103,924	$	780,150	$	(21,323,774)	3.5%	5.0%
Expenses		22,171,067		642,941		21,528,126	2.9%	3.8%
Revenues Over/(Under) Expenses	$	(67,143)	$	137,209	$	204,352		
Internal Service Fund								
Revenues	$	85,000	$	4,486	$	(80,514)	5.3%	0.0%
Expenses		94,000		5,021		88,979	5.3%	5.3%
Revenues Over/(Under) Expenses	$	(9,000)	$	(535)	$	8,465		
Trust and Agency Fund								
Revenues	$	18,200	$	3,258	$	(14,942)	17.9%	33.6%
Expenses		75,000		-		75,000	0.0%	0.0%
Revenues Over/(Under) Expenses	$	(56,800)	$	3,258	$	60,058		

10-Sep-25

Central Oregon Community College

Cash and Investments Report

As of July 31, 2025

College Portfolio	**Operating Funds**	**Trust/Other Funds**
Cash in State Investment Pool		
4089 - General operating fund	$ 20,288,859	
3624 - Robert Clark Trust		$ 400,440
6729 - Redmond Expansion		$ 4,148,503
August Average Yield 5.3%		
Cash in USNB	$ 2,164,780	
Cash on Hand	$ 4,600	
Total Cash	$ 22,458,239	$ 4,548,943

Board Meeting Date: Wednesday, September 10, 2025
Exhibit: 7b.1

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

Faculty Full-Time		
Kevin Merritt	Full Time Temporary Communication	September 9, 2025
Hannah Bays	Full Time Temporary Forestry	September 9, 2025
Sara Wiley	ABS Instructor	September 9, 2025

Administrator Full-Time		
Jon Schellinger	Senior System Administrator	July 28, 2025
Ryan Ballinger	Health Careers Outreach Coordinator	Sept 9, 2025

Administrator Part-Time		
Jackie Currie	Prison Education Program Coordinator	Sept 3, 2025

Central Oregon Community College
Board of Directors
New Hires Report
Date of Hire: July 1-31, 2025

Name	Hire Date	Job Description	Department
Classified Full-Time			
Zubaedi, Amir Omar Farouk	7/7/2025	Administrative Assistant	Regional Svcs. & R.C. Operations
Herrera, Gerardo	7/15/2025	Campus Safety Specialist	Campus Public Safety
Classified Part-Time			
Putnam, Joseph J	7/14/2025	Aviation Support Specialist	Aviation Program
Temporary Hourly			
Ludi, Isabelle C	7/1/2025	EMT Lab Assistant	Emergency Medical Services
Condon, Katharine N	7/1/2025	Administrative Assistant	Regional Svcs. & R.C. Operations
Doden, Shelby Grace	7/1/2025	STRTLK Teaching Assistant	Regional Svcs. & R.C. Operations
Pena, Eddie	7/2/2025	Student Ambassador	Student Outreach & Contact
Holland, Emmett	7/2/2025	Geology Field Assistant	Geology
LeBlond, Kalie	7/15/2025	Aviation Tutor II	Tutoring and Testing

Central Oregon Community College
Board of Directors

New Hires Report
Date of Hire: August 1-31, 2025

Name	Hire Date	Job Description	Department
Classified Full-Time			
Foote, Zoey Elizabeth	8/25/2025	Club/IM Sports Coordinator	Club Sports
Becker, Ronald D	8/25/2025	Custodian Lead	Custodial Services
Classified Part-Time			
Richardson, Phoenix S	8/1/2025	Campus Custodian	Custodial Services
Temporary Hourly			
Kulhanek, Layne D	8/15/2025	Basic Flight Instructor	Aviation Program
Kulhanek, Layne D	8/15/2025	CFI Non-Instructional	Aviation Program
Elis, Adam Michael	8/15/2025	Basic Flight Instructor	Aviation Program

Redmond Campus Update
COCC Board of Director's Meeting
September 10, 2025

7c.1

Amy Ward
Redmond Campus Director
Manufacturing Technology Program Director

Redmond Campus is a CTE Hub

Apprenticeship & Pre-Apprenticeship

Manufacturing Technology

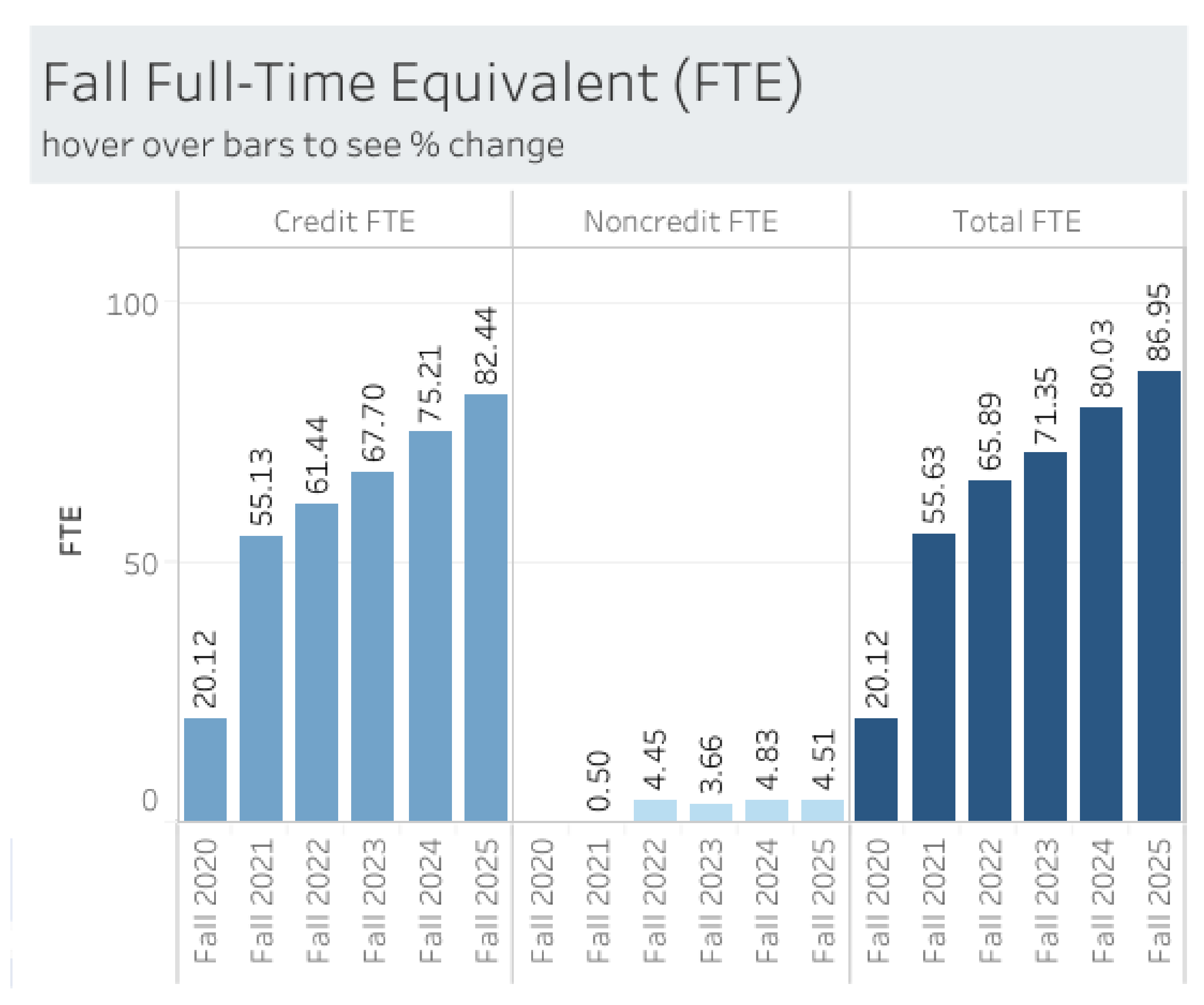
Veterinary Technician

Automotive Technology

Fire Science & Paramedicine

Public Health Worker

Early Childhood Education



Fall Full-Time Equivalent (FTE)
hover over bars to see % change
Credit FTE
Noncredit FTE
Total FTE
FTE
100
50
0
20.12
55.13
61.44
67.70
75.21
82.44
0.50
4.45
3.66
4.83
4.51
20.12
55.63
65.89
71.35
80.03
86.95
Fall 2020
Fall 2021
Fall 2022
Fall 2023
Fall 2024
Fall 2025

REDMOND CAMPUS STUDENT RESOURCES

Advising

Clothing Connection

Computer Lab

eLearning

Financial Aid

Food Pantry

Multicultural Center

THRIVE

Tutoring and Testing

Student Commons & Library Services

STEP

7c.5

REDI News & Brews
Wednesday, October 29, 2025
Redmond Technology Education Center

RDM3 EXPANSION

COCC Redmond Campus
Building 3 Expansion Plan

Michael LaLonde
VP of Finance and Operations

Cindy Lenhart
Instructional Outreach Dean

Amy Ward
Redmond Campus Director
Manufacturing Technology Program Director

Josh Clawson
Campus Services Director

Angie Anderson-May
Financial Analyst

Introductions and roles

AGENDA

1. Workforce Demand
2. Program Challenges
3. Challenges of Redmond Building 3
4. Proposed Expansion Plan
5. Construction Costs and Funding
6. Program Operations Financial Analysis
7. Board Resolution and Approval

Cindy:
Agenda: For this presentation, we are going to briefly discuss the demand for manufacturing jobs by our industry partners and how that demand translates into higher wage jobs. We will look at the program and facilities challenges and proposed solutions. We will explore our proposed expansion plan, a look at the costs and funding sources. We'll take a quick look at some analysis of the financial implications. Then we will move to the board resolution and request for approval.

WORKFORCE NEED

Central Oregon Manufacturing Employment Projections (2022-2032)

Occupation Title	2022 Employment	2032 Projected Employment	Percent Change	Employment Change	Replacement Openings	Total Openings
Industrial Machinery Mechanics	122	159	30.3%	37	108	145
Maintenance and Repair Workers, General	1,139	1,303	14.4%	164	1,095	1,259
Machinists	126	135	7.1%	9	126	135
Welders, Cutters, Solderers, and Brazers	270	303	12.2%	33	277	310
Inspectors, Testers, Sorters, Samplers, and Weighers	296	314	6.1%	18	348	366
Computer Numerically Controlled Tool Operators	74	76	2.7%	2	67	69

Source: Oregon Employment Department, Occupational Employment Projections for Central Oregon (Crook, Deschutes and Jefferson Counties), 2022-2032

(Cindy) Workforce need/demand. This table shows the employment and projected employment for manufacturing jobs over the next 10 years. It was compiled by the Oregon employment Department and shows projects for our 3 county area. The left hand column list the jobs, the next column states the 2022 employment in those jobs. This table shows that there is a significant increase in the job openings over the next 7 years. We know this is true if we look at job sites like Indeed or local employment agencies. There is a demand for welders, fabricators, and machinists.

MFG WAGES

Central Oregon Manufacturing Wages

Industrial Machinery Mechanics	Mean (Average)
Central Oregon	$31.34
Maintenance and Repair Workers, General	Mean (Average)
Central Oregon	$24.62
Machinists	Mean (Average)
Central Oregon	$28.53
Welders, Cutters, Solderers, and Brazers	Mean (Average)
Central Oregon	$27.36
Inspectors, Testers, Sorters, Samplers, and Weighers	Mean (Average)
Central Oregon	$25.72
Computer Numerically Controlled Tool Operators	Mean (Average)
Central Oregon	$26.50
Source: Oregon Employment Department, Oregon Wage Information	

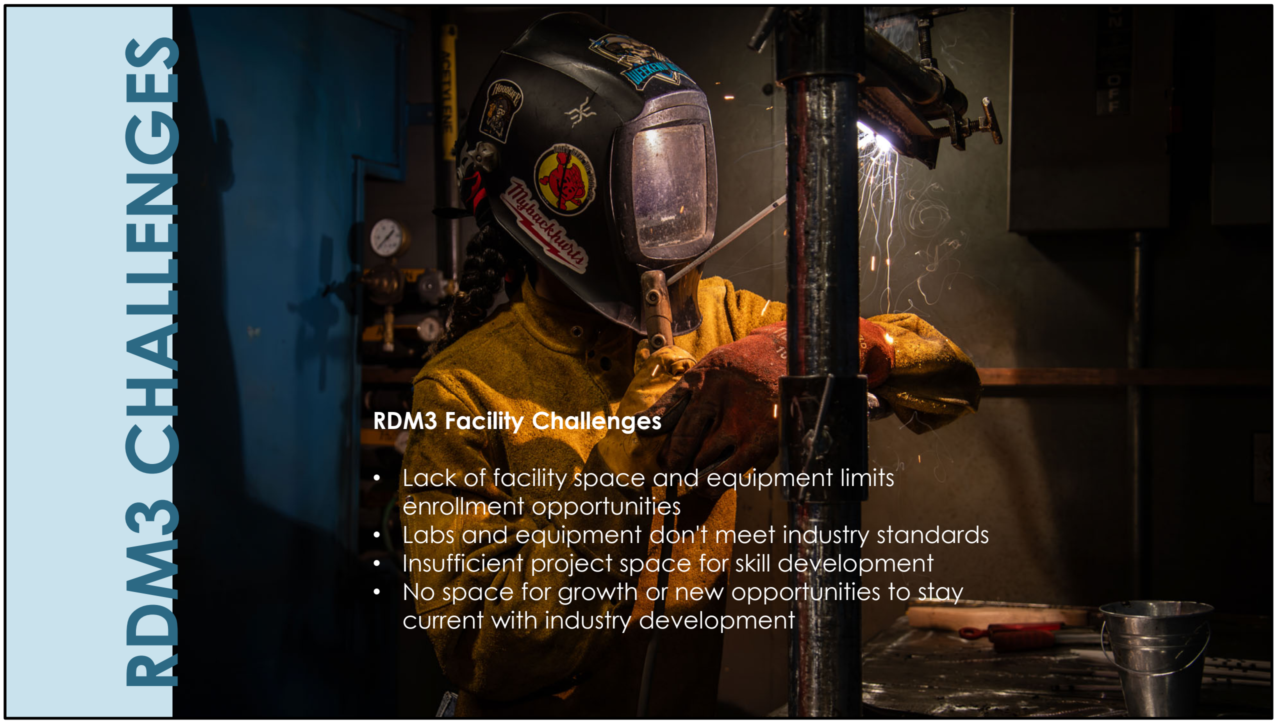
(Cindy) These are wages for our Central Oregon region. We know that there is a demand for these jobs, and they pay living wage jobs.

(Amy)

Clarify language: Manufacturing Technology is the program; MATC (Manufacturing and Applied Technology Center) is the location where courses are instructed

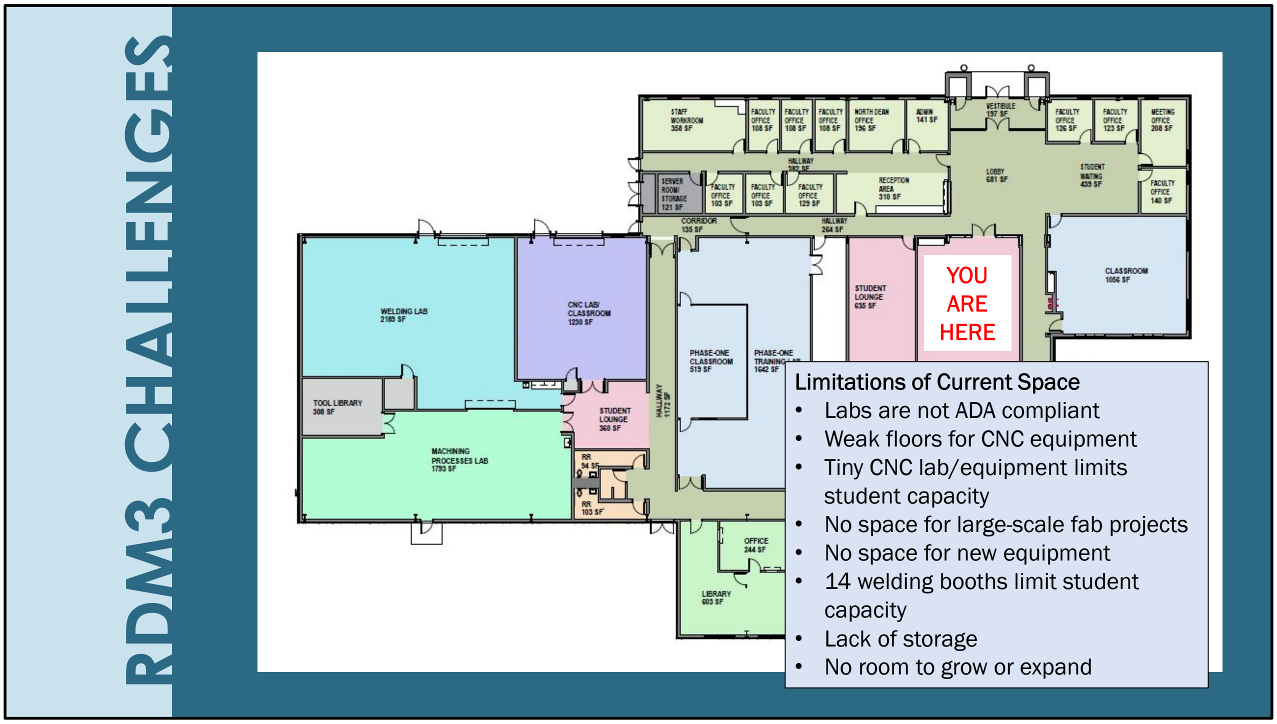
Where we've been
Self paced format was affordable for the college, but did not support effective student learning; burned out faculty and increased turnover
Students were not prepared for employment in a high paced, high tech industry

What we're doing now
New delivery method of scheduled instruction with traditional lecture followed by hands-on, project based learning in the lab. Ensures fundamental concepts are grasped and incorporates employability skills into curriculum.
New faculty, operationalizing professional development
Expansive curriculum improvements; embedding employability skills, problem solving, communication

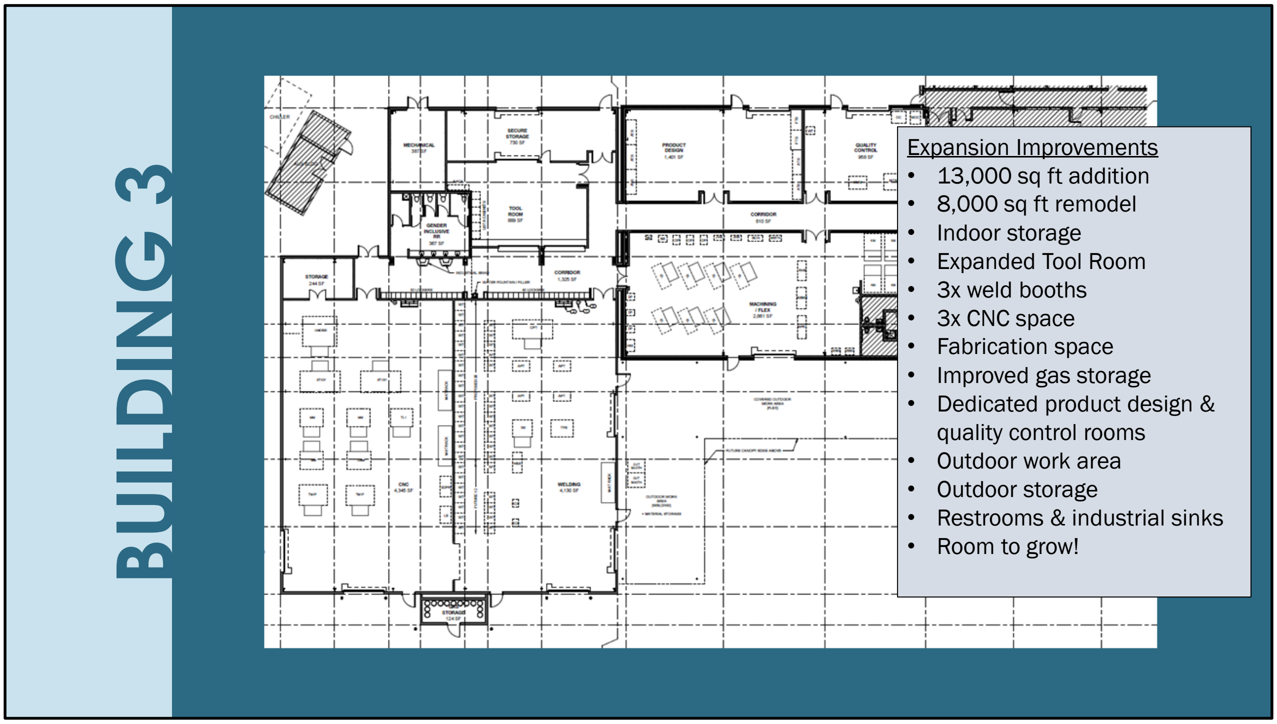


(Amy) Current facility is not equipped to meet workforce demands
Lack of facility space and sufficient equipment hamstrings class capacity
Labs don't meet industry standards (expensive CNC equipment should be on thick concrete in temperature controlled space; you can see the cracks under our 5 axis mill)
Space is too small for large scale projects that mimic real-world scenarios
No space for new equipment or opportunities

(Amy) Existing space is crowded, inefficient and does not mirror modern industry environment
Limited equipment means fewer students completing the program

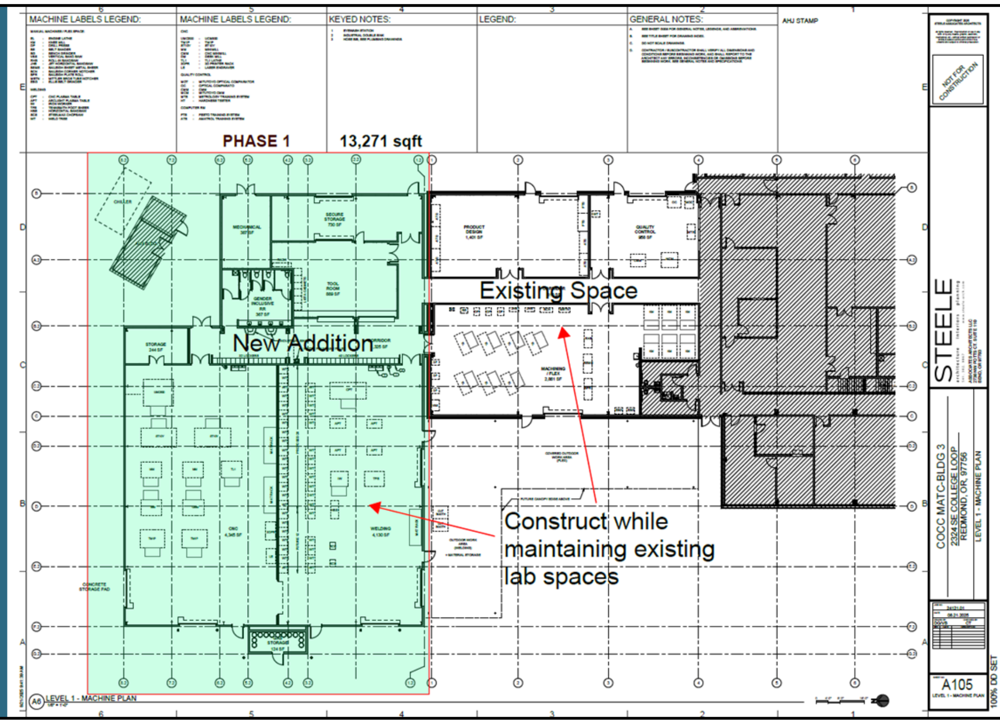


(Amy)
Current space limitations
Not ADA compliant
Flooring is not thick enough to support 6 figure CNC equipment
No space for big projects
1 booth = 1 weld student, limits enrollment capacity
Lack of secure storage
No room to grow

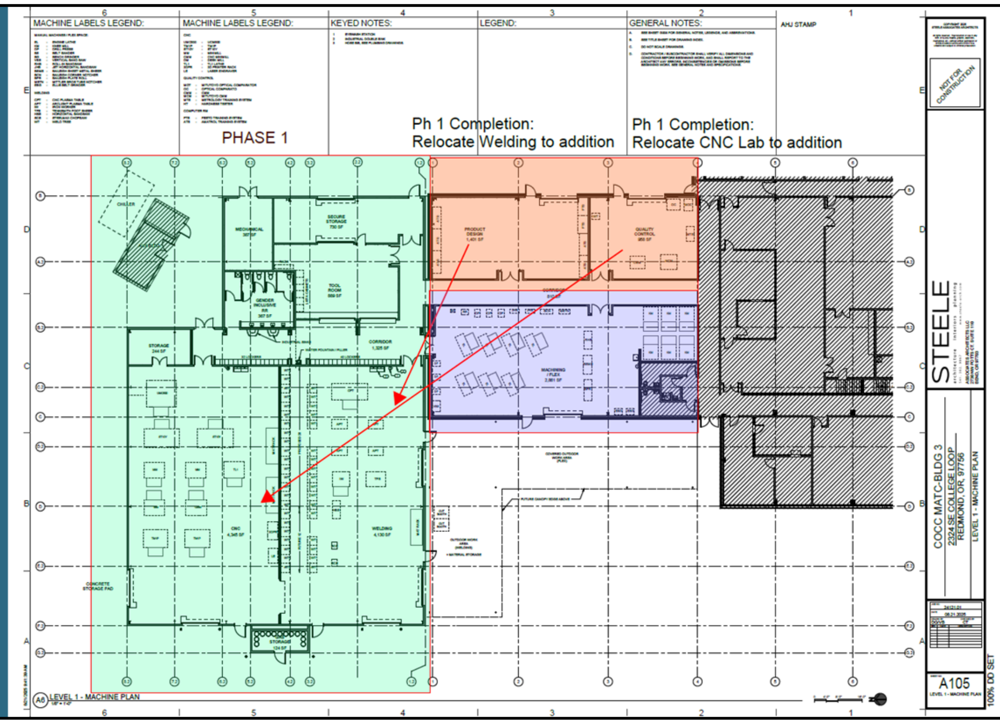


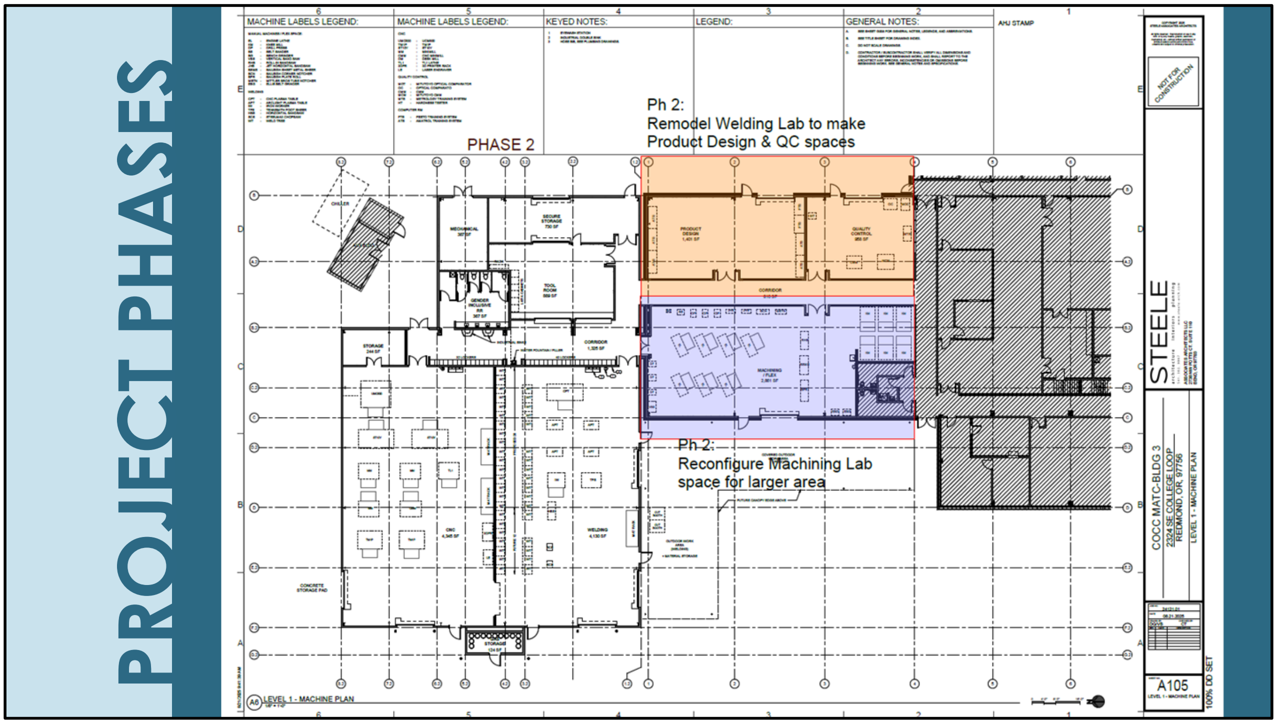
(Amy)
Benefits of expansion:
13000 sq ft addition
8000 sq ft remodel
Indoor storage
Expanded tool room
3x weld booths
More than 3x CNC space
Fabrication space / big projects
Improved gas storage
Product design & quality control rooms
Covered outdoor work area
Outdoor storage
Restrooms & industrial sinks
Room to grow and expand

PROJECT PHASES



PROJECT PHASES




PROJECT PHASES
PHASE 2
Ph 2:
Remodel Welding Lab to make
Product Design & QC spaces
Ph 2:
Reconfigure Machining Lab
space for larger area
STEELE
COCC MATC-BLDG 3
2324 SE COLLEGE LOOP
REDMOND, OR, 97756
LEVEL 1 - MACHINE PLAN
A105
100% DD SET

GROWTH PROJECTION

Scenario	Seats Taken	Total Program Growth	Total Program Net $	Net $ / Seat	Expenses Covered by Tuition + Fees
2024-2025 (Actual)	420	0%	$(455,862.08)	$(1,085.39)	30%
2025-2026* (Projected)	628	150%	$(675,502.64)	$(1,075.64)	30%
2030-31* (Projected)	840	200%	$(435,317.45)	$(517.98)	60%

*Projections as of 8/26/2025

- 6% YoY Growth
- Active Recruitment & Outreach
- Expanded Community Education Options
- Added Repair & Replace Budget
- Additional Full-Time Faculty in 2025-2026
- Additional Adjunct Faculty in 2026-2027 & 2029-2030

- We modeled three scenarios for this program, and this one represents the most realistic growth trajectory over the next five years. Note: Revenue numbers only include tuition and fees. They don't factor in state support, which would further offset the costs.
- The program still shows a financial loss, but what's important is that the cost per student decreases substantially as enrollment grows. In simple terms, running the program with a handful of students is like driving a bus with only two people on board - it's expensive per rider. As more students enroll, it's like filling the bus: the cost of the driver and gas stays the same, but the cost per rider goes way down.
- Another way to look at this is the college's share of the cost: today students bear 30% of the overall costs of the program through tuition & fees, but at scale, that will grow to 60%. So while there's still an institutional investment, it's far more efficient.
- Currently, college-wide, tuition and fees cover about 56% of instructional costs so this will bring student cost coverage of the program more inline with what we see across the college.
- Doubling enrollment in five years may sound ambitious, but we see several reasons it's achievable.
  1. We already have waiting lists for classes
  2. There's strong demand from students and industry partners
  3. We're actively expanding outreach and recruitment
- On top of that, improved facilities and additional faculty support will help us grow

capacity and deliver quality instruction. Scaling this program strengthens efficiency and expands access to more students.

FINDINGS OF FACT FOR EXEMPTION FROM COMPETITIVE BIDDING AND THE USE OF THE CONSTRUCTION MANAGER/GENERAL CONTRACTOR (CM/GC) METHOD OF CONTRACTING FOR THE CENTRAL OREGON COMMUNITY COLLEGE, REDMOND BUILDING 3 EXPANSION PROJECT

1. General

ORS 279C.335 (2) permits a local contract review board to exempt contracts from traditional competitive bidding upon approval of findings of fact showing that an alternative contracting process is unlikely to encourage favoritism or diminish competition and that the process will result in substantial cost savings to the public College. Central Oregon Community College ("College"), through its Board of Directors (Board), acts as the Local Contract Review Board ("LCRB") for the College.

ORS 279C.400 - ORS 279C.410 describe the Request for Proposals method of solicitation as an alternative to traditional competitive bidding. Pursuant to ORS 279C.410 **(8),** a public College using the Request for Proposals method may award a contract to the responsible proposer "whose proposal is determined in writing to be the most advantageous to the contracting College based on the evaluation factors set forth in the request for proposals and, when applicable, the outcome of any negotiations authorized by the request for proposals."

ORS 279C.330 defines "Findings" and identifies specific information to be provided as a part of the College's justification. Under ORS 279C.335(5) a public hearing must be held before the findings are adopted, allowing an opportunity for interested parties to comment on the draft findings.

PURPOSE OF THESE FINDINGS: Central Oregon Community College will hold a public hearing as required by ORS 279C. 335 and makes the following findings with respect to the issue of whether the Redmond Building 3 Expansion Project ("Project"), as defined herein, should be exempt from competitive bidding. The College seeks to utilize the CM/GC method of alternative methods of contracting. The Findings of Facts apply to the CM/GC method of public improvement projects described below, in accordance with ORS 279C.335 (2).

2. Background

The findings herein support a resolution authorizing the Central Oregon Community College Board of Directors, to exempt the new construction of a Central Oregon Community College Redmond Building 3 Expansion Facility from the competitive bid process and instead use an alternative contracting method consisting of a Request for Proposals ("RFP") for the selection of a Construction Manager/General Contractor (CM/GC).

The selection process will include an evaluation of potential CM/GCs through the issuance of an RFP. The proposals received in response to the RFP will be evaluated based upon the criteria stated in the RFP. The criteria to be evaluated may include, but not be limited to: proposer's pricing proposal and cost data; labor rates; equipment rates and charges; overhead; profit, fee and mark-up; proposer's experience with construction of education, manufacturing, and pre-engineered metal building facilities; proposer's experience in sustainable construction; previous experience of the firm, as well as key personnel (e.g., superintendent and project engineer), for projects of similar complexity; references; construction experience on a constrained site; success with value engineering; the performance history of the contractor and key personnel demonstrating an ability to deliver projects on time and within budget; demonstrated ability of the contractor and key personnel to work in a harmonious and non-adversarial manner with the architect of record and engineers, College and stakeholders, including neighboring properties, utilities, local governments and regulators; ability to maintain a drug-free workplace; compliance with environmental regulations; and ability to maintain a safe, healthful and accident-free workplace.

FINDINGS OF FACT

SUMMARY FINDINGS

Use of the CM/GC process for the Central Oregon Community College Redmond Building 3 Expansion Project complies with the criteria outlined in ORS 279C.335 (2):

1. It is unlikely the exemption will encourage favoritism or substantially diminish competition. The selection process will be fair and open to all interested proposers as established within the findings below.

2. The exemption will result in substantial cost savings to the College. Also, value will be added to the Project that could not otherwise be obtained.

3. The use of CM/GC services will allow the College to add onto an existing Pre-Engineered Metal Building structure, allowing for an accelerated design and construction timeline.

SPECIFIC FINDINGS which substantiate the summary findings are as follows:

1. **The CM/GC will be selected through a competitive process in accordance with the qualifications-based selection process authorized by the College. Therefore, it is unlikely that the awarding of the construction contract for the Project will encourage favoritism or substantially diminish competition. This finding is supported by the following:**

   A. **SOLICITATION PROCESS:** Pursuant to ORS 279C.360, the CM/GC solicitation will be advertised at least once in the Bend Bulletin, and the College's procurement page.

   B. **FULL DISCLOSURE:** To ensure full disclosure of all information, the Request for Proposals solicitation package will include:

      a. Detailed Description of the Project
      b. Contractual Terms and Conditions
      c. Selection Process
      d. Evaluation Criteria

e. Role of Evaluation Committee
f. Provisions for Comments
g. Complaint Process and Remedies Available

C. COMPETITION: As outlined below, the College will follow processes which maintain competition in the procurement of a CM/GC.

a. The College anticipates that competition for this contract will be similar to that experienced in other projects of this type. The competition will remain open to all qualifying proposers.

b. The evaluation and solicitation process employed will be open and impartial. Selection will be made on the basis of final proposal scores derived from price and other components, which expand the ground of competition beyond price alone to include experience, quality, innovation factors, etc.

c. The competitive process used to award subcontracts for all competitively bid construction work will be specified in the CM/GC contract and will be monitored by the College. The College will also designate in the contract that self-performed work by the CM/GC must be competitively bid under the same process.

D. SELECTION PROCESS: Other highlights of the selection process will include:

a. A pre-proposal vendor conference will be announced and held. This conference will be open to all interested parties. During this pre-proposal conference, as well as any time prior to at least ten (10) days before the close of the solicitation, interested parties will be able to ask questions, request clarifications and suggest changes in the solicitation documents if such parties believe that the terms and conditions of the solicitation are unclear, inconsistent with industry standards, or unfair and unnecessarily restrictive of competition.

b. The evaluation process will determine whether a proposal meets the screening requirements of the RFP, and to what extent. The following process will be used:

- Proposals will be evaluated for completeness and compliance with the screening requirements of the RFP. Those proposals that are materially incomplete or non-responsive will be rejected.

- Proposals considered complete and responsive will be evaluated to determine if they meet and comply with the qualifying criteria of the RFP. If a proposal is unclear, the proposer may be asked to provide written clarification. Those proposals that do not meet all requirements will be rejected.

- Proposals will independently be scored by the voting members of the Evaluation Committee. Scores will then be combined and assigned to the proposals.

- The Evaluation Committee will convene to select from the highest-scoring proposers, a finalist(s) for formal interviews.

- The Evaluation Committee will conduct the interviews.

- The Evaluation Committee will use the interview to confirm the scoring of the proposal and to clarify any questions. Based upon the revised scoring, the Evaluation Committee will rank the proposers, and provide an award recommendation.

- The College's Project Manager and Vice President of Finance & Operations will negotiate a contract with the top-ranked firm. If an agreement cannot be reached, the College will have the option to enter into an agreement with the second-ranked firm, and so forth.

c. Competing proposers will be notified in writing of the selection of the apparent successful proposal and will be given seven (7) calendar days after receipt of the notice to review the RFP file and evaluation report at the contract's office on the COCC Bend Campus, Newberry Hall 106. Any questions, concerns, or protests about the selection process will be subject to the requirements of the OAR 125-249-0450, must be in writing, and must be delivered to the College Contracts and Procurement Director within seven (7) calendar days after receipt of the selection notice. No protest of the award selection shall be considered after this time period.

d. The contract achieved through this process will require the CM/GC to use an open competitive selection process to bid all components of the job. The CM/GC's general conditions and fee will be evaluated as one of the scoring criteria. General Conditions, which includes supervision, bonding, insurance, and mobilization, must be within the industry standard range. The CM/GC's fee must also be within the industry standard range.

2. FINDING: The awarding of the construction contract for the Project using the CM/GC method will likely result in substantial cost savings to the College. This finding is supported by the following information required by ORS 279C.335 (2) (b) and ORS 279C.330.

A. OPERATIONAL, BUDGET, FINANCIAL DATA

a. BUDGET: The College has a fixed budget available for the Project that cannot be exceeded. Early reliable pricing provided by the CM/GC or other alternatively contracted contractor during the design phase will reduce the potential for time delays due to later discovery of higher-than-anticipated costs and consequent changes of direction.

b. LONG TERM COSTS: The Project will require expertise regarding the constructability and long-term cost/benefit analysis of innovative design. That knowledge is best obtained directly from the construction industry. Many decisions will be required during the design process that will encompass immediate feedback on constructability and pricing. Under the traditional design- bid-build process, there is a high risk of increased change orders and schedule impacts for a project of this size and complexity. Since there are significant costs associated with delay, time is of the essence. The CM/GC process will assist in providing a scope of work and constructible design that best meet the requirements of the Project with significantly lower risk to the project costs. Involving the CM/GC during design will allow project risks to be addressed early and teamwork between the College, the design consultant, and the CM/GC to minimize those risks.

c. FEWER CHANGE ORDERS: When the CM/GC participates in the design process, fewer change orders occur during project construction. This is due to the CM/GC's better understanding of the owner's needs and the architect's design intent. As a result, the project is more likely to be completed on time and within budget. In addition, fewer change orders reduce the administrative costs of project management for both the College and the contractor.

d. Guaranteed Maximum Price (GMP) CHANGE ORDERS COST LESS: The fewer CM/GC change orders discussed above will be processed at a lower cost under the GMP. The design- bid-build method typically results in the contractor charging a range of markup percentages on construction change orders. The GMP method applies lower predetermined markup percentages.

e. SAVINGS: Under the GMP method the College will enjoy the full savings, if actual costs are below the GMP. When the CM/GC completes the project, any savings between the GMP and the actual cost accrue to the College.

f. CONTRACTOR'S FEE IS LESS: Contracts with CM/GC's are designed to create a better working relationship with the contractor. As a consequence, the overhead and profit fee are generally in the 3-5% range, and the contractors indicate this is slightly lower than the fee anticipated on similar design-bid-build contracts.

g. FUNDING SOURCE: The Project will be funded by a Community College, federal, state, and other public resources, grant funds and private donations.

B. PUBLIC BENEFITS

a. TIME SAVINGS: Use of CM/GC or other alternative contracting methods will allow construction work to commence relatively rapidly on some portions of the work while design continues on the remaining portions. This will shorten the overall duration of the construction and provide for completion of the project by the due date. It becomes critical to maintain both the schedule and budget of this project.

b. COST SAVINGS: The Project will benefit from the active involvement of a CM/GC contractor or other alternative contracting method during the design process in the following ways:

- The contractor's input regarding the constructability and cost-effectiveness of various alternatives will guide the design toward the most economic choices.

- Consideration of the specific equipment available to the contractor will allow the designer to implement solutions that utilize the capacity of that equipment.

- The contractor will be able to provide current and reliable information regarding the cost of materials that are experiencing price volatility and the availability of scarce materials.

- The contractor will also be able to order materials while design is being completed in order to avoid inflationary price increases and provide the lead-time that may be required for scarce materials.

c. GMP ESTABLISHES A MAXIMUM PRICE PRIOR TO COMPLETION OF DOCUMENTS: The CM/GC will be able to obtain a complete understanding of the College's needs, the architect's design intent, the structural peculiarities of the existing building, the scope of the project, and the operational needs of the College, staff, and administration of the Manufacturing and Applied Technologies Center by participating in each of the construction document design phases. With the CM/GC participating in each phase they will be able to offer suggestions for improvement and make suggestions that will reduce costs. With the benefit of this knowledge, the CM/GC will also be able to guarantee a maximum price to be paid by the College for constructing the Project.

C. VALUE ENGINEERING

a. **WITH THE DESIGN-BID-BUILD PROCESS:** If the College were to utilize the design-bid-build method, the contractor would not participate in this evaluation. In conducting value engineering under the design-bid-build approach, a value engineering consultant is hired to participate in the design and cost evaluation process. This process adds extra costs and administrative complications, without providing the same benefits of early contractor participation.

b. **WITH CM/GC:** The CM/GC process offers a unique opportunity for value engineering that is not possible through the design-bid-build process. An essential part of each construction project is the value engineering evaluation. Value engineering is the means used to determine the best project design that meets the needs and priorities of the owner, within the owner's budget. Value engineering is done most effectively by a team consisting of the owner, architect, consultants, and the contractor. When the contractor participates, the team can render the most comprehensive evaluation of all factors that affect the cost, quality, and schedule of the project.

The CM/GC method has the benefit of:

-The ability to set the schedule;
-The ability to sequence work; and
-Commitment from the contractor to implement the design within the schedule and budget.

Through integrated participation, a project scope and design evolve that has greater value for the owner, and is not likely to be the same project created by the design-bid-build method.

D. SPECIALIZED EXPERTISE: Early selection of the CM/GC creates more informed, better-quality decision making by the project construction and design team. A more efficient construction and design team saves the College money.

The construction of Redmond Bldg 3 consists of a Pre-Engineered Metal Building structure. The expansion of which requires a Construction Manager to be on the design team. In this case, use of a CM/GC would clarify several critical variables valuable to the project design. The CM/GC: guarantees the (GMP) to complete the project; determines the construction schedule; establishes the sequence of work; is contractually bound to implement the final project design within the GMP; and participates as an essential member of the project design and construction team.

Several benefits of participation by the CM/GC on this project will be realized: developing the design documents to reflect the best work plan that accommodates the College, the design team, and contractor; the best grouping of the bid packages that will help insure better trade coverage; the most efficient construction staging area on the Redmond campus; the most cost effective route through the campus and buildings for the various utilities; and to help in adjusting the work plan when the needs change along the way. This component cannot be addressed by the usual design/bid/build method of construction because the usual method is skewed towards the lowest bidder.

E. PUBLIC SAFETY: All work must be coordinated to avoid safety risks to the public and to ensure efficiency in construction. The coordination between the College, designer and the CM/GC will assure coordination of work and consideration for the safety of vehicular and pedestrian paths crossed by the Project while also considering existing building use of onsite patrons. In addition, CM/GC contracting of the Project will ensure that public safety is being effectively managed in a "fast track" mode to minimize delays.

F. MARKET CONDITIONS: As well as the multitude of construction market factors that exist today in Oregon (e.g., competition of other projects, environmental issues that limit construction materials, variable bid market, etc.), the difficulty in establishing the best work sequence complicates our ability therefore, to accurately estimate the cost of this project. Alternative contracting methods will be more likely to result in a more experienced and better suited contractor for the particular project than the usual completive procurement. The complexities which need to be addressed to accomplish the tasks are not well served by the usual competitive procurement. The lowest bidder may not be the best suited for the particular project.

G. TECHNICAL COMPLEXITY: Technical expertise will be required for environmental management, quality management, scheduling, estimating, meeting sustainable facilities standards and guidelines, and ensuring energy efficiency. The Project will draw upon existing skills and capabilities available in the construction community, as the Project presents overall challenges similar to those faced on many public works projects. Specialized skills will be required of the CM/GC to negotiate and price multiple options and schedule complex tasks. A high level of coordination among the College and all the design and construction entities is required and facilitated by the CM/GC approach.

H. **FUNDING SOURCES:** The College intends to fund the Project through existing college resources, and Oregon State HECC fund reimbursement. The College is obligated to provide the best value not only to the district but to the State. Consequently, fund expenditures to achieve the lowest total life cycle cost for the best value is believed to be best achieved by using the CM/GC delivery method for the reasons that have been described in prior sections.

CONCLUSION

The benefits and characteristics required for the use of a Construction Manager/General Contractor (CM/GC) contract have been reasonably demonstrated in the discussion above. The CM/GC with Guaranteed Maximum Price (GMP) is the option that best allows for consideration of the critical factors during design and construction. With a general contractor as part of the owner and designer team, the likelihood of successful construction implementation is enhanced. Having the contractor involved early will allow for a quick start of construction once permits are issued. Fast tracking the design and construction allows for early occupancy, thereby meeting the public's expectations.

Board Meeting Date:
Exhibit No.: 8a.9

Central Oregon Community College
Board of Directors: Resolution

Subject	Adopt the approval for an exemption from competitive bidding for the COCC Redmond Campus Building 3 Expansion Project
Strategic Plan Initiatives	Workforce Development Access
Prepared By	Josh Clawson, Cindy Lenhart, Amy Ward and Michael LaLonde

A. Background

The findings herein (Exhibit A) support a resolution authorizing the Central Oregon Community College (College) Board of Directors (Board), acting as the Local Contract Review Board, to exempt the Redmond Building 3 Expansion Project from the competitive bid process and instead use an alternative contracting method consisting of a Request for Proposals ("RFP") for the selection of a Construction Manager/General Contractor (CM/GC). The notice will be publicly advertised in the Bend Bulletin on September 11, 2025 as well as on the College's procurement webpage (Exhibit B).

The selection process will include an evaluation of potential CM/GCs through the issuance of an RFP. The proposals received in response to the RFP will be evaluated based upon the criteria stated in the RFP. The criteria to be evaluated may include, but not be limited to: proposer's pricing proposal and cost data; labor rates; equipment rates and charges; overhead; profit, fee and mark-up; proposer's experience with construction of manufacturing and applied technology education facilities; proposer's experience in sustainable construction; previous experience of the firm, as well as key personnel (e.g., superintendent and project engineer), for projects of similar complexity; references; construction experience on a constrained site; success with value engineering; the performance history of the contractor and key personnel demonstrating an ability to deliver projects on time and within budget; demonstrated ability of the contractor and key personnel to work in a harmonious and non-adversarial manner with the architect of record and engineers, College and stakeholders, including neighboring properties, utilities, local governments and regulators; ability to maintain a drug-free workplace; compliance with environmental regulations; and ability to maintain a safe, healthful and accident-free workplace.

B. Options/Analysis

Authorize President Pereira or his designee to move forward with the resolution to exempt the Redmond Building 3 Expansion Project from the competitive bid process and instead use an alternative contracting method consisting of a Request for Proposals for the selection of a Construction Manager/General Contractor.

OR

Do not authorize President Pereira to move forward with the resolution to exempt the Redmond Campus Expansion Project from the competitive bid process and instead use the traditional COCC procurement bid process.

C. Timing

Approval at this time will enable opening the RFP process in order to adhere to our goal of a Fall 2027 opening.

D. Budget Impact

Funding will come existing institutional resources, and HECC funding.

E. Proposed Resolution

Be it resolved that the COCC Board of Directors, acting as the Contract Review Board, adopts approving an exemption from competitive bidding for the Redmond Campus Expansion Project at the COCC Redmond Campus in Redmond, Oregon.

Advocacy and Outreach Committee Charge

GP 6: Committee Structure

9. Advocacy Committee- This committee consists of three Board members and has two primary roles: (A) devising and implementing strategies to achieve Board advocacy goals; and (B) devising and implementing strategies to achieve Board outreach goals.

While the advocacy goals will be set by the Board from time to time, they are anticipated to relate to educating and engaging with local, state and federal officials and bodies on key issues for higher education and community colleges generally, and COCC specifically. Similarly, the Board will establish outreach goals as it may elect, ~~but~~and such goals are likely to include engaging with students and other College and community groups to solicit feedback, ~~listen to concerns~~identify opportunities, and inform Board policy and other decision making.

As appropriate, the committee will educate and assist all Board members in effective advocacy strategies for the benefit of the College and will develop and recommend approaches for engagement with students and other constituent groups. The president and designated staff serve as ex officio. While the committee may invite others to its meetings, only the three Board members of the committee will vote.

Suggested annual calendar

Fall: Considering the current College strategic plan and the Board goals adopted in the summer/fall retreat together with recommendations from the committee, the Board will develop advocacy priorities and goals. ~~In the summer/fall of 2025, the Committee will recommend one or more ways for the Board to regularly engage, communicate and listen to students or student leaders to inform Board activities. Thereafter, the Committee will engage in outreach activities as requested by the Board.~~

Winter/Spring: Committee will develop and execute advocacy strategies

Summer: Evaluate performance, including identifying successes and challenges to inform future efforts. Using input gleaned from research, consultations with third parties and prior experiences, committee may make recommendations to Board for next year's advocacy priorities. Board consider annual report and committee recommendations in putting together goals and advocacy priorities for next year.

Advocacy priority development

- Priorities should be aligned to the COCC strategic plan and Board goals
- Based upon experience and research (including consulting of outside expert or experienced resources, as needed), advise Board on feasibility of potential priorities.
- At the summer/fall retreat, the Board will consider and adopt advocacy priorities as part of annual goal-setting.
- Committee to report on efforts at regular monthly Board meetings; avoid taking actions that could be politically sensitive or controversial without first obtaining Board consent; and seek Board approval/consent for actions that would involve College expenditures.

Anticipated committee participation

- Regular attendees
    - Three Board members
    - President
    - Others to be invited at the committee's discretion, which may include Director of Marketing and Public Relations, and a COCC Foundation member
- Other staff as appropriate
    - VP of Student Affairs

- VP for College Advancement
- VP of Academic Affairs
- Others as needed

Activities

- Develop advocacy strategies for execution by Board and committee
- Create toolkits as needed containing talking points, materials, letters and other tools to support advocacy priorities
- Support preparation and training for Board members to support advocacy goals, including advising Board members during goal-setting process of the feasibility of potential priorities being considered
- As approved by the Board, support partner organization priorities as appropriate, with an emphasis on alignment with OCCA and ACCT
- Meet regularly to advance agendas
- Provide regular updates to the Board on advocacy activities, successes, and challenges
- Obtain education and, as needed, consult with Board legal counsel to assure activities do not run afoul of laws regulating lobbying.

Resources

The committee should consider the following among other potential resources/partners

- **Association of Community College Trustees**
  - ACCT's "The Trustee's Role in Effective Advocacy". Copies to be provided to committee members
  - ACCT annual legislative agendas and toolkits
- **Oregon Community College Association**
  - OCCA annual legislative agendas and toolkits
- **American Association of Community Colleges**
  - AACC annual legislative agendas and toolkits

Summary report: Litera Compare for Word 11.12.0.83 Document comparison done on 6/20/2025 3:22:24 PM	
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~~Move From~~	0
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Table Insert	0
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Table moves to	0
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Embedded Graphics (Visio, ChemDraw, Images etc.)	0
Embedded Excel	0
Format changes	0
Total Changes:	9

BOARD OF DIRECTORS' OPERATIONS

Board Committee Appointments: 2025-26

GP 6: COMMITTEE STRUCTURE

Revised: January 14, 2025

The COCC Board will have ten (10) standing committees with members and chairs appointed by the Board Chair. Additionally, the Board Chair will appoint members of the Board to serve as liaison to non-Board committees and outside organizations. The Board Chair will use reasonable efforts to consult with each member prior to making an appointment. Appointments will be made no later than at the September Board meeting, and when necessary due to unexpected vacancy.

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

Standing Committees (10)

- ***Board Self-Evaluation***

  GP 6: This committee consists of three Board members who will oversee the Board's Self-Evaluation, including reviewing the process used for evaluation, gathering necessary data/information, and facilitating the evaluation discussion with the full Board. The committee will coordinate a discussion of the results with the full Board at a retreat in the summer or fall, as the Board schedule permits.

  2025-26 Merz (Chair), Unger, Krenowicz
  2024-25 Merz (Chair), Unger, Krenowicz
  2023-24 Krenowicz (Chair), Merz, Unger
  2022-23 Abernethy (Chair), Krenowicz, Tatom
  2021-22 Abernethy (Chair), Krenowicz, Tatom
  2020-21 Abernethy (Chair), Krenowicz, Tatom
  2019-20 Abernethy (Chair), Craska Cooper, Krenowicz
  2018-19 Skatvold (Chair), Abernethy, Craska-Cooper

- ***President's Evaluation***

  GP 6 & BPR 3: This committee consists of three Board members who will, in collaboration and mutual agreement with the President, adopt an annual performance review policy, instrument, and procedure for evaluating the performance of the President. The committee will gather agreed-upon data/information, facilitate the evaluation discussion with the Board, and discuss the evaluation results with the President.

  2025-26 Skatvold (Chair), Porter, Craska Cooper
  2024-25 Laura Craska Cooper (Chair), Porter, Skatvold
  2023-24 Craska Cooper (Chair), Porter, Krenowicz
  2022-23 Craska Cooper (Chair), Unger, Abernethy
  2021-22 Unger (Chair), Abernethy, Craska Cooper
  2020-21 Skatvold (Chair), Unger, Abernethy
  2019-20 Skatvold (Chair), Craska Cooper, Abernethy

2018-19 Mundy (Chair), Craska Cooper, Abernethy

- ***<u>COCC Memorial Education, (Keyes Trust)</u>*** – *Two-year term*
  GP 6: This committee consists of one Board member (serving a renewable, two-year term) and the President. They annually determine how best to spend earnings from Keyes Trust investments in compliance with the instructions of the Trust.
  2025-27 Unger
  2023-25 Merz
  2021-23 Abernethy
  2019-21 Abernethy
  2017-19 Abernethy

- ***<u>Audit and Finance</u>***
  GP 6: This committee consists of three Board members and two Budget Committee members and meets at least twice annually to do the following: 1) review external and internal audit plans and results prior to their submission to the Board as a whole; 2) report to the Board its findings and opinions regarding internal and external audit results; and 3) recommend specific areas of future internal and external audit focus for consideration by the full Board. The President and designated staff serve as ex officio*.*
  2025-26 Unger (Chair), Krenowicz, Porter, Lambert, Harr
  2024-25 Unger (Chair), Krenowicz, Foote Morgan, Lambert, Harr
  2023-24 Unger (Chair), Krenowicz, Porter, Hurd, Detweiler
  2022-23 Krenowicz (Chair), Clinton, Unger, TBD,TBD
  2021-22 Krenowicz (Chair), Clinton, Unger, TBD,TBD
  2020-21 Krenowicz (Chair), Clinton, Unger, TBD, TBD
  2017-20 Krenowicz (Chair), Abernethy, Skatvold, Kearney, Ertner

- ***<u>Real Estate Committee</u>***
  GP 6: This committee consists of three Board members who review all material real estate plans, purchases, sales, and changes. The committee makes recommendations to the full Board about all material real estate matters. The President and designated staff serve as ex officio*.*
  2025-26 Krenowicz (Chair), Craska Cooper, Porter, Unger (alternate)
  2024-25 Krenowicz (Chair), Craska Cooper, Porter, Unger (alternate)
  2023-24 Krenowicz (Chair), Craska Cooper, Porter, Skatvold (alternate)
  2022-23 Krenowicz (Chair), Clinton, Craska Cooper
  2021-22 Krenowicz (Chair), Clinton, Craska Cooper
  2020-21 Krenowicz (Chair), Clinton, Craska Cooper
  2019-20 Abernethy (Chair), Clinton, Unger
  2018-19 Abernethy (Chair), Mundy, Unger

- ***<u>Student Success</u>***
  GP 6: This committee consists of three Board members who recommend Institutional student success indicators to the full board and monitor longitudinal Institutional student success data. The committee also may monitor and review other institutional measures of student success and initiatives undertaken to improve student

performance. The President and designated staff serve as ex officio*.*
2025-26 Foote Morgan (Chair), Porter, Krenowicz
2024-25 Krenowicz (Chair), Porter, Foote Morgan
2023-24 Skatvold (Chair), Merz, Foote Morgan
2022-23 Skatvold (Chair), Clinton, Tatom
2021-22 Skatvold (Chair), Clinton, Tatom
2020-21 Skatvold (Chair), Clinton, Tatom
2019-20 Skatvold (Chair), Clinton, Tatom
2018-19 Ricks (Chair), Krenowicz, Skatvold

- ***Policy Review***
  GP 6: This committee consists of three board members who review and recommend revisions to policies of the COCC Board of Directors, including those related to the Governance Process, Board-President Relationship, and Expectations of the President. The president may be invited to attend as an ex officio*.*
  2025-26 Craska Cooper (Chair), Skatvold, Merz
  2024-25 Craska Cooper (Chair), Skatvold, Unger
  2023-24 Craska Cooper (Chair), Skatvold, Foote Morgan
  2022-23 Tatom (Chair), Craska Cooper, Skatvold
  2021-22 Tatom (Chair), Craska Cooper, Skatvold
  2020-21 Tatom (Chair), Craska Cooper, Skatvold
  2019-20 Krenowicz (Chair), Tatom, Craska Cooper
  2018-19 Abernethy (Chair), Craska Cooper, Skatvold

- ***New Board Member Orientation***
  GP 6: This committee consists of three Board members who create, review, and adjust the plan for orientation of new Board members. The committee will meet at least yearly to review and update the orientation plan. The President and designated staff serve as ex officio*.*
  2025-26 Skatvold (Chair), Porter, Foote Morgan
  2024-25 Skatvold (Chair), Porter, Foote Morgan
  2023-24 Skatvold (Chair), Porter, Foote Morgan

- ***Advocacy***
  GP 6: This committee consists of three Board members who devise and implement strategies to achieve Board advocacy goals. Additionally, as appropriate, the committee will educate and assist all Board members in effective advocacy strategies for the benefit of the College. The president and designated staff serve as ex officio. While the committee may invite others to its meetings, only the three Board members of the committee will vote.
  2025-26 Foote Morgan (Chair), Merz, Skatvold
  2024-25 Foote Morgan (Chair), Merz, Craska Cooper

- ***Investment***
  GP 6: The Investment Committee is established to provide oversight and guidance on the investments of Central Oregon Community College, ensuring prudent management in

line with the College's investment policies and objectives. This committee consists of one Board member and two outside experts, who are recommended by the Vice President of Finance and Operations, but subject to the approval of the Board. The committee shall serve as advisory to the Vice President of Finance and Operations as requested in making decisions regarding College investments. The committee may make recommendations to the Board on matters within its purview as requested by the Board or as a majority of the committee may desire. The Board member on this committee shall serve as a liaison to the Board to regularly update the Board on activities or matters of concern addressed by the committee. This committee shall meet at least quarterly to review the College's investment performance, investment strategy, internal controls and such other matters as the committee and/or the Vice President of Finance and Operations may request. Each non-Board member of the committee will serve a two-year term.
2025-26 Bellman (Chair), Craska Cooper, Reininger
2024-25 Bellman (Chair), Craska Cooper, Reininger

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

Consultative Committees

None.

Internal Liaisons (1)

- ***COCC Foundation***
  GP 6: One Board member serves as an ex officio member on the Board of the COCC Foundation, which provides funds for scholarships and capital improvements, cultivates relationships with stakeholders to support COCC and its students, and develops programs that foster COCC student success.
  2025-26 Foote Morgan
  2024-25 Porter
  2023-24 Merz
  2022-23 Krenowicz
  2021-22 Craska Cooper
  2020-21 Craska Cooper
  2019-20 Clinton
  2018-19 Skatvold
  2017-18 Skatvold

External Liaisons (3)

- ***Oregon Community College Association (OCCA)***
  GP 6: Along with the President of the College, one Board member serves on the governing Board of the Oregon Community College Association, whose purpose is to support the Colleges before policy-makers and partners whose actions affect the well-being of community colleges across the state. Each college has one vote on the Board.

2025-26 Merz
2024-25 Merz
2023-24 Unger
2022-23 Unger
2021-22 Unger
2020-21 Unger
2019-20 Unger
2018-19 Unger
2017-18 Ricks

- ***OSU-Cascades Advisory Board***

GP 6: One Board member, recommended by the COCC Board of Directors and approved by the OSU President, serves on this Board, which provides an opportunity for alumni, friends and community members to deepen their engagement with OSU-Cascades, and for the President of OSU-Cascades to gain advice and support.

2025-26 Skatvold
2024-25 Skatvold
2023-24 Skatvold
2022-23 Skatvold
2021-22 Skatvold
2020-21 Unger
2019-20 Unger
2018-19 Unger
2017-18 Unger

- ***ACCT Voting Delegate*** *(Association of Community Colleges & Trustees)*

GP 6: One Board member attends the annual ACCT Conference as a voting delegate. If the Board Chair is in attendance, that person will have the College's voting rights.

2025-26 Skatvold
2024-25 Craska Cooper
2023-24 Craska Cooper
2022-23 Unger
2021-22 Unger
2020-21 Skatvold
2019-20 Craska Cooper
2018-19 Mundy and Krenowicz
2017-18 Krenowicz

Discontinued Liaison Roles (1)

- College Affairs

College Affairs Committee (CAC)

2023-24 Foote Morgan
2022-23 Unger
2021-22 Unger
2020-21 Unger