

CENTRAL OREGON COMMUNITY COLLEGE

BUDGET COMMITTEE MEETING

Wednesday, May 14, 2008 – 6:00 PM
Christiansen Board Room-Boyle Education Center

AGENDA

		<u>Exhibit</u>	<u>Action</u>	<u>Presenter</u>
I.	Call to Order			Friedman
II.	Introduction of Guests			Friedman
III.	Public Hearing and Testimony			Friedman
IV.	Minutes Approval			
	a. Budget Meeting – April 9, 2008	4.a	X	Smith
V.	Resolution for Approval of Proposed 2008-09 Budget	5*	X	Dona
VI.	Adjourn			

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



Central Oregon Community College
BUDGET COMMITTEE MEETING
MINUTES

Wednesday, April 9, 2008

6:00 PM

Christiansen Board Room – Boyle Education Center

PRESENT: Lester Friedman, Anthony Dorsch, Karen Pringle, Patricia Kearney, Evan Dickens, Dr. Joyce Garrett, Charley Miller, John Overbay, Dr. Ronald Foerster, Ronald Bryant-Board Attorney, Dr. James Middleton-President, Julie Smith-Executive Assistant.

ABSENT: Jay Henry, Bridget Burns, Steve Curran, Connie Lee

CALL TO ORDER: Mr. Lester Friedman-Chair, called the meeting to order.

INTRODUCTION OF GUESTS:

Ron Paradis, Matt McCoy, Jim Jones, Ron Paradis, David Dona, Dan Cecchini Carol Moorehead, Kathy Walsh, Jim Weaver, Gene Zinkgraf, Eric Buckles, Lisa Bloyer, Diana Glenn, Ralph Phillips, Sheila Miller-The Bulletin.

Mr. John Overbay moved to approve the Minutes of the March 14, 2008 meeting. Ms. Patricia Kearney seconded. MCU. Approved.

2008-09 GENERAL FUND – QUESTIONS:

Mr. David Dona-Associate Chief Financial Officer, reviewed highlights from the March 12, 2008 Budget Committee meeting. The Proposed General Fund Budget 2008-09 has an anticipated funds surplus that will help pay for a scheduled transfer to the 2008-09 Budget. He also reviewed some of the Key Assumptions making special note that the college has budgeted a 15% placeholder for insurance increases. Recent notification from the college's insurance carrier reported a 15-16% increase.

QUESTIONS:

Mr. Foerster asked if student fees are reflected in the budget.

President Middleton reported that COCC fees are noted in the budget – he went on to say that student fees at COCC are significantly less than the majority of the other 16 community colleges in the state.

Mr. Miller asked what costs are included in payroll assessment.

Mr. Jim Jones-Vice President and Chief Financial Officer, noted that the calculations are 26% of salary plus approximately \$12K for full time employees. It was noted that payroll assessment varies widely between part time and full time employees.

2008-09 PROPOSED NON-GENERAL FUND BUDGET: (Handout: 6, 6.a & 6.b)

Mr. David Dona-Associate Chief Financial Officer, reviewed the PowerPoint presentation on the 2008-09 Proposed Non-General Fund Budgets attributes and the nine Non-General Funds:

- Each fund has a specific purpose & activity as defined by local budget law;
- Primary budget objective is to ensure adequate appropriation authority and compliance to the funds specific operating parameters
- Each activity is required to be self-balancing and expenditures cannot exceed total resources.

Non-General Funds:

1. **Debt Service Fund** – accounts for the retirement of all long-term debt of the college district. Property taxes and general fund transfers are principal sources of revenue
2. **Capital Projects Fund** – accounts for major outlays for new buildings, campus remodels and equipment
3. **Enterprise Fund** – used to account for services provided to the general public on a user charge basis, similar to a profit seeking business
4. **Internal Service Fund** – provides goods or services to other governmental departments on a cost reimbursement basis
5. **Reserve Fund** – used to meet obligations associated with retiree benefit liabilities and the public employee retirement system
6. **Special Revenue Fund** – grants from federal, state and other sources
7. **Auxiliary Fund** – accounts for a wide variety of activities in the college
8. **Financial Aid Fund** – received from federal, state and local sources and distributed to students
9. **Trust & Agency Fund** – permanent funds from donations that are legally restricted, permitting only the earnings to be used in support of college programs.

From Discussion: General consensus that a schedule of transfers would be helpful to the Budget Committee before final action is taken.

BUDGET CALENDAR:

The next Budget Committee Meeting is scheduled for Wednesday, May 14, 2008 at 6:00 PM in the Christiansen Board Room, Boyle Education Center – Central Oregon Community College.

President Middleton reviewed that at the May 14, 2008 Budget Committee meeting, the Budget Committee will recommend the 2008-09 Budget to the Board of Directors for approval at their June 11, 2008 Board Meeting.

Chair Friedman adjourned the Budget Committee Meeting.

ADJOURN: 7:15 PM

APPROVED;

ATTEST TO;

Mr. Lester Friedman, Chair

Dr. James E. Middleton, President



CENTRAL OREGON COMMUNITY COLLEGE
 Board of Directors' Meeting – AGENDA
 Wednesday, May 14, 2008 – 6:20 PM
 Christensen Board Room, Boyle Education Center

TIME**	ITEM	ENC.*	ACTION	PRESENTER
6:20 pm	I. Call to Order			Overbay
	II. Introduction of Guests			
	III. Agenda Changes			
6:25 pm	IV. Public Hearing and Testimony			
	A.			
6:30pm	V. Consent Agenda***			
	A. Minutes			
	1. April 9, 2008	5.a1	X	Smith
	B. Personnel			
	1. New Hire Report (April 2008)	5.b1	X	Buckles
	C. Rehire Faculty	5.c	X	Walsh
	D. Approval of Contracts	5.d	X	Walsh
	E. Approval to Hire (Yeager)	5.e	X	Buckles
	F. Approval to Hire (Donnell)	5.f	X	Buckles
	G. Rehire: Administrative/Confidential/Supervisory	5.g	X	Buckles
6:32 pm	VI. Information Items			
	A. Financial Statements	6.a*		Bloyer ^A
	B. Institutional Effectiveness & Board Priorities	6.b		Pierce ^P
	C. Employee Health Insurance	6.c		Jones ^P
	D. Financial Certifications (Sarbanes Oxley)	6.d		Bloyer ^A
	E. 2008-09 Maintenance Projects-Schedule	6.e		Zinkgraf ^A
	1. Projects List	6.e1		
	F. Article from The Chronicle of Higher Ed. "Cost & red Tape Hamper colleges' Efforts to Go Green"	6.f		Jones
6:45 pm	VII. Old Business			
	A. Tuition Waiver-Veteran's Dependent/Spouse	7.a	X	Moore ^P
7:00 pm	VIII. New Business			
	A. COCC Capital Construction Projects 2011-13 and 2013-15 Legislative Requests	8.a	X	Middleton ^P
	B. Allied Health & Science Building Report By: Yost Grube Hall Architecture, Jim Jones & Mary Jeanne Kuhar ^P			
7:50 pm	IX. Board of Directors' Operations			
	A. Board Member Activities			
8:05 pm	X. President's Report			
	A. Award to COCC Business Development Center			Middleton ^P
	XI. Dates:			
	A. Saturday, June 14, 2008 – COCC Commencement - 10:00 AM Mazama Field			

8:20 pm XII. Adjourn

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

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

*** Confirmation of Consent Agenda items submitted by the President. Any item may be moved from the Consent Agenda to Old/New Business by a Board Member asking the Chair to consider the item separately. = **P** indicates a presentation will be provided. A = indicates the presenter is Available for background information if requested.

Please Note: At any time during this meeting, an executive session may be called to address issues relating to ORS 192.660(1)(e), real property transactions; ORS 192.660(2)(h), pending or threatened litigation; or ORS 192.660(2)(b), personnel issues.



CENTRAL OREGON COMMUNITY COLLEGE
Board of Directors' Meeting – MINUTES
Wednesday, April 9, 2008 – 7:00 PM
Christensen Board Room, Boyle Education Center

PRESENT: John Overbay, Anthony Dorsch, Dr. Joyce Garrett, Charley Miller, Donald Reeder, Dr. Ronald Foerster, Ronald Bryant-Board Attorney, Dr. James Middleton-President, Julie Smith-Executive Assistant.

ABSENT: Connie Lee

INTRODUCTION OF GUESTS: Kathy Walsh, Matt McCoy, Jim Jones, David Dona, Dan Cecchini, Lisa Bloyer, Jim Weaver, Gene Zinkgraf, Eric Buckles, Carol Moorehead, Ralph Phillips, Diana Glenn, Ron Paradis, Sheila Miller-The Bulletin.

AGENDA CHANGES: Move Exhibit: 5.c & 5.d - Campus Center Logs and Tuition Rates to New Business.

CONSENT AGENDA:

Dr. Joyce Garrett moved to approve the Consent Agenda (Exhibit: V). Mr. Donald Reeder seconded. MCU. Approved. M04/08:1

BE IT RESOLVED that the Board of Directors' reviewed and approved the Meeting Minutes of the March 12, 2008 Board of Directors Meeting (Exhibits: 5.a1);

BE IT RESOLVED that the Board of Directors' reviewed and approved the March 2008 New Hire Report (Exhibit: 5.b1).

INFORMATION ITEMS:

Financial Statements – (Exhibit: 6.a)

The Board of Directors' were apprised of the March 2008 Financial Statements.

OLD BUSINESS:

40/40/20 Goal (Exhibit: 7.a)

Dr. Joyce Garrett reviewed that the OCCA (Oregon Community College Association) Executive Committee and Board had asked the community colleges to collaboratively take a position on the 40/40/20 Goal. Each college submitted their input to the OCCA – which drafted a Policy Statement (from the combined responses received from the community colleges), for consideration by the local College Boards (Exhibit: 7.a).

President Middleton highlighted two of the key assumptions on the policy statement:

- Too much emphasis on degree attainment neglects the need for lifelong learning that Oregonians will require to be successful in a global economy;
- While the 40/40/20 Goal is essential, we cannot neglect other vital areas of the community college mission. Community colleges provide Oregonians with lifelong educational learning opportunities. Learning opportunities take many forms: a (high school) senior taking a class; a single parent updating job skills; a four-year college graduate seeking retraining; or a company upgrading the skills of its workforce. Community colleges stand ready to assist Oregonians with their educational needs and in doing so, champion their right to access.

Dr. Joyce Garrett moved to endorse the “40/40/20 Goal” proposal by the Oregon Community College Association. Mr. Charley Miller seconded. MCU. Approved.

M04/08:2

Tuition Rates (Exhibit: 8.a)

President Middleton reviewed that traditionally, COCC sets its tuition rates between April and June of each year. He reported that this year will be the second straight year of a non tuition increases “under this proposal, next year will be the third straight year with the same tuition rates.” The action item for consideration is to set the 2008-09 COCC tuition rates for credit courses at \$63/credit hour for in-district tuition; \$86/credit hour for out-of-district tuition, and \$176/credit hour for out-of state/International tuition. Representing no increase over the 2007-08 tuition rates.

Dr. Ronald Foerster moved to approve no increase to the 2008-2009 credit tuition schedule, recommending continuation of the 2006-07 and 2007-08 rates as follows: In-district tuition \$63/credit hour, Out-of-district tuition \$86/credit hour, and Out-of state/international tuition \$177/credit hour. (Effective summer quarter 2007). Mr. Charley Miller seconded. MCU. Approved. M04/08:3

Campus Center Logs (Exhibit: 8.b)

Mr. Donald Reeder moved to approve to declare the logs surplus and donate the logs to the High Desert Museum, a nonprofit corporation, for its charitable and public purposes and COCC’s Forestry Club for their fundraising and donation purposes. Dr. Joyce Garrett seconded. MCU. Approved. M04/08:4

BOARD OF DIRECTORS’ OPERATIONS:

Dr. Garrett	None to report
Mr. Miller	Attended Chamber of Commerce Dinner
Mr. Dorsch	Phone call w/Matt McCoy Attended Redmond Business Planners meeting Attended 2 meetings to recommend future of Old Redmond Union High School building
Dr. Foerster	Reviewed Budget documents

- Mr. Reeder Attended February 25 – Special Board Meeting
Meetings w/Matt McCoy re: Madras Campus
Met w/ Madras Judges and Juvenile Dept. and w/college staff to provide ground
work for outreach programs
- Mr. Overbay Signed Diplomas
Attended Chamber of Commerce Dinner
(He noted that the Bend Chamber of Commerce is the largest Chamber in
the state of Oregon)

PRESIDENT'S REPORT:

President Middleton thanked and praised the outstanding efforts of the enrollment staffs of the Redmond and Bend campuses, the CAP Center and Advisors, Faculty, and Administrative staff for their good work in making the “enrollment increases” a reality.

He reported that Yost Grubb Hall Architecture will have a presentation at the May 14 meeting regarding the Health and Science Center building.

He also reviewed that a resolution will be submitted to the Board at the May 14 meeting for a tuition waiver for military survivors as previously discussed at the March 12 board meeting.

ADJOURN to Executive Session: ORS 192.660 (1)(e) Real Property Transactions

ADJOURN FROM EXECUTIVE SESSION: 8:30 PM

APPROVED;

ATTEST TO;

Mr. John Overbay, Board Chair

Dr. James E. Middleton, President

Exhibit: 5.b1
May 14, 2008
Approve: ___Yes___ No
Motion:

Central Oregon Community College
Board of Directors

New Hire Report – April 2008

<u>Name</u>	<u>Date Hired</u>	<u>Job Title</u>
Classified Full-Time		
Esterman, Jonathan	4/28/2008	Enrollment Specialist II
Non-Faculty Nonbenefitted Ins		
Phillips, Sue	4/10/2008	Non-Faculty Instruction
Stephens, Russell	4/08/2008	Non-Faculty Instruction
Part-Time Faculty		
Brown, Anthony	4/01/2008	Private Pilot, Flight Maneuv
Cearns, Richard	4/01/2008	Fire Service/Hydraulics
Freauff, Daniel	4/01/2008	Interface Fire Operations
Frommer, Chloe	4/01/2008	Part-Time Faculty
Johnson, Kenneth	4/02/2008	Medical Terminology
Medina, Michael	4/12/2008	Chainsaw Use/Maintenance
Mudge, Suzanne	4/03/2008	Concert Band
Riegel, Gregg	4/02/2008	Fire Ecology and Effects
Robbins, Anna	4/01/2008	Human Resources Mgmt
Valentine, William	4/01/2008	Personal Finance
Temporary Hourly		
Cogley, Brian	4/02/2008	Tutor
Cogo, Justin	4/01/2008	Library Student Assistant
Miller, Tim	4/01/2008	Custodian

CENTRAL OREGON COMMUNITY COLLEGE
Board of Directors

RESOLUTION

Prepared by: Kathy Walsh-Vice President for Instruction

A. Action Under Consideration

Approve rehire recommendations.

B. Discussion/History

Need for timely approvals to rehire faculty members who have been evaluated and are doing satisfactory work.

C. Options/Analysis

Approve the rehire recommendations.
Decline approval of rehire recommendations.

D. Timing

For the 2008-09 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approve rehire recommendations for the academic year 2008-09 as identified on the attached memo.

F. Budget Impact

Salaries conform to the salary schedule approved by the Board and the Faculty Forum.

REHIRE RECOMMENDATIONS FOR 2008-09

PROBATIONARY FACULTY

The following probationary faculty is recommended for rehire. Annual Report of Activities and appropriate evaluations (student, peer and designated evaluator) are on file in the Human Resources Office and course materials are on file in the department office. Designated evaluator and faculty member discussed student evaluations and Annual Report of Activities and reviewed Professional Improvement Plan.

Thomas Barry*	Kelly Davis-Martin	Michele Decker
James Ellis	Julie Hood	Amy Howell*
Beverlee Jackson	James Knox*	David Liu*
Robin Martinez	Kathleen McCabe	Jane Morrow
Lynn Murray*	Ralph Phillips*	Donna Raymond
Sean Rule	Vicky Ryan	Mariko Shimizu*
Andria Woodell Quinn		

PROBATIONARY FACULTY

Considered for and awarded tenure this year. The following probationary faculty are recommended for rehire. Annual Report of Activities and appropriate evaluations (student, peer and designated evaluator) are on file in the Human Resources Office and course materials are on file in the department office. Designated evaluator and faculty member discussed student evaluations and Annual Report of Activities and reviewed Professional Improvement Plan.

Zelda Ziegler		
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The following tenured faculty members are recommended for rehire.

TENURED FACULTY

Non-Evaluation Year - Annual Report of Activities and student evaluations are on file in the Human Resources Office. Designated evaluator and faculty member discussed student evaluations and Annual Report of Activities and reviewed Professional Improvement Plan.

Cora Agatucci	Steve Bidlake	Ron Boldenow
Tom Carroll	Peter Casey	Jeff Cooney
Lew Cousineau	Stacey Donohue	Mark Eberle
Bruce Emerson	Michael Fisher	Lilli Ann Linford Foreman
Michael Gesme	Amy Harper	Carson Haurly
Scott Hays	Franz Helfenstein	Carol Higginbotham
Michael Holtzclaw	William Hoppe	Tina Hovekamp
Marjorie Hoye	Karen Huck	Edward Johnson
Julie Keener	Kelvin Kempfer	Terry Krueger
Lowell Lamberton	Aaron Lish	Greg Lyons
Ken Mays	Bret Michalski	Leslie Minor-Evans
James Moodie	Charlie Naffziger*	Doug Nelson
Patricia O'Neill	Christine Ott-Hopkins	Sean Palagyi
Margaret Peterson	Rebecca Plassmann	Rise Quay
Robert Reynolds	Kiri Simning	Kathy Smith*
Margaret Triplet	Ricky Virk	Nancy Zavacki
Nancy Zens		

TENURED FACULTY

Evaluation Year - Annual Report of Activities and student, peer and designated evaluator evaluations are completed and on file in the Human Resources Office. Course materials have been reviewed. Designated evaluator and faculty member discussed student evaluations and Annual Report of Activities and reviewed Professional Improvement Plan and summative evaluation report.

Art Benefiel	Jon Bouknight*	Deborah Davies
Julie Downing	Cath Finney*	Chuck Hutchings
Sara Krempel	James Kress	Eleanor Sumpter Latham
Rebecca Walker-Sands		

TEMPORARY FACULTY

The following faculty is recommended for one-year temporary contract for regular full time positions.

Louisa Eckert		
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*indicates considered for and awarded promotion this year.

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Kathy Walsh-Vice President for Instruction

A. Action Under Consideration

Approve the contract for Eric Magidson, Holly Bennington, Theresa Freihoefer, John Miller, Ann Garand, Tim Peterson, Jacob Agatucci, Tina Redd, Paul Pozorski, Carla Elms and Michael Peterson.

B. Discussion/History

The Assistant Professor I of CIS contract for Eric Magidson is a replacement position and filled by a national search.

The one-year temporary instructor of Spanish contract for Holly Bennington is a replacement position.

The Assistant Professor I of Business contract for Theresa Freihoefer is a replacement position.

The Assistant Professor I of Aviation contract for John Miller is a new position.

The one-year temporary instructor of Nursing contract for Ann Garand is a replacement position.

The Assistant Professor I of HHP Outdoor Leadership contract for Tim Peterson is a replacement position.

The Assistant Professor I of English contract for Jacob Agatucci is a replacement position.

The Assistant Professor II of English contract for Tina Redd is a replacement position.

The Assistant Professor I/Program Coordinator contract for Paul Pozorski is a replacement position.

The Assistant Professor I of Medical Assisting/Program Coordinator contract for Carla Elms is a replacement position.

The one-year temporary instructor of CIS for Michael Peterson is a replacement position.

C. Options/Analysis

Approve the contract for Eric Magidson, Holly Bennington, Theresa Freihoefer, John Miller, Ann Garand, Tim Peterson, Jacob Agatucci, Tina Redd, Paul Pozorski, Carla Elms and Michael Peterson.

Decline approval of the contract for Eric Magidson, Holly Bennington, Theresa Freihoefer, John Miller, Ann Garand, Tim Peterson, Jacob Agatucci, Tina Redd, Paul Pozorski, Carla Elms and Michael Peterson.

D. Timing

For the 2008-09 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approves the contracts for Eric Magidson, Holly Bennington, Theresa Freihoefer, John Miller, Ann Garand, Tim Peterson, Jacob Agatucci, Tina Redd, Paul Pozorski, Carla Elms and Michael Peterson for the 08-09 academic year.

F. Budget Impact

The salaries conform to the salary schedule approved by the Board and the Faculty Forum.

G. Miscellaneous

Eric Magidson
Assistant Professor I of CIS

Before coming to COCC, Eric Magidson was the Director of Information Technology at Columbia Aircraft Manufacturing in Bend. He is the founder of Ordinal Associates, an IT Outpartner for local businesses. Eric also worked as an IT Manager and Commercial Accounts Manager for Lumbermen's Insurance and Financial Services.

Eric started his education at Central Oregon Community College, graduating with Associate of Science degree in Computer Information Systems. He has a Bachelor of Science in Information Technology from the Oregon Institute of Technology with minors in Accounting, Business, and Management Information Systems. Eric has several industry certifications from Microsoft and CISCO Systems. Eric was recognized with the "Accomplished Under 40 Award" by the Cascade Business News for outstanding business and civic professionals under age 40.

Holly Bennington
One Year Temporary Instructor of Spanish

Holly Bennington received her BA in Spanish at the University of California, Irvine in 2004. She received her MA in Spanish at the University of Oregon in 2006, where she had taught undergraduate Spanish as a GTF two years. She has spent two summers in Spain and is now studying French. She is currently a part time instructor of Spanish at COCC.

Theresa Freihoefer
Assistant Professor I of Business

Theresa Freihoefer was employed as an adjunct professor at Loras College and Clark College in Iowa where she taught undergraduate courses in Marketing, Advertising, and Marketing Management as well as a graduate course in Marketing Management from 1996-2001. Ms. Freihoefer also served as the Marketing/Advertising instructor of Iowa's Small Business Development Center for five years. Prior to that, Theresa spent four years as Vice President of Marketing at ERTL Toys. During this academic year, Theresa was a one-year temporary instructor of Business for COCC.

John Miller

Assistant Professor I of Aviation

John Miller retired from the Air Force as a Colonel after 33 years of service. He served as an Instructor Pilot, Command Pilot, and Wing Commander. For the past two years John has taught as an Adjunct Faculty member and been the Program Coordinator for the Aviation Program at COCC. This academic year, John was on a one-year temporary contract as Instructor/Program Coordinator at COCC. Previously, John served as an Instructor and Acting Coordinator for the Mt. Hood Community College Aviation Program. John holds FAA Commercial Airplane, Multi-engine Airplane, Instrument Pilot, and Certified Flight Instructor certificates. He has flown airplanes as small as Cessna 152's and as large as DC-10's. John has graduated with a B.S. in Natural Sciences from Alderson-Broadbudd College in Philippi, West Virginia and an M.B.A. from Aspen University in Denver.

Ann Garand

One-Year Temporary Instructor – Nursing

Ann Garand completed her Bachelor's Degree in Nursing at the University of Alaska. Following graduation, Ann worked in hospitals and long term residential facilities in Alaska. In 1995, Ann worked in the specialty areas of surgery and oncology. Prior to college teaching, Ann taught Nursing Continuing Education courses. Ms Garand has been an adjunct faculty member at COCC for the current academic year

Tim Peterson

Assistant Professor I – HHP Outdoor Leadership

Tim Peterson received a Master's Degree in Adventure Education from Prescott College with a focus in Experiential Education. His thesis was "*A Heuristic Inquiry of Natural-world Childhood Experiences of College Level Outdoor Leadership Students.*" Tim is currently an instructor in the Tourism and Outdoor Leadership Program at Oregon State University-Cascades and also serves as their Coordinator of Outdoor Recreation programs. Tim comes to COCC with a solid background in both college level teaching and community based recreation programs. Locally, he has been involved with community-based programs such as the implementation of an adventure program with the Deschutes County Juvenile Justice Center and is a Board Member of REALMS Middle School in Bend, Oregon.

Tim has coordinated and presented at the Northwest Regional Conference for Association of Experiential Education and has numerous professional certifications, including, *Professional Avalanche Worker School, Challenge Course Instructor, Backcountry Travel Instructor and Rock Climbing Head Instructor.*

Jacob Agatucci

Assistant Professor I – English

Jacob Agatucci received his Master's Degree in English from the University of Oregon and is coming to COCC from a tenure-track instructor (adjunct and one year full time temporary) of English at Cochise College in Douglas, Arizona. Before taking the job at Cochise College, Jacob was a long-time instructor at COCC where he taught a wide range of classes including composition, American literature, and Introduction to Film.

Tina Redd

Assistant Professor II – English

Tina Redd received her Ph.D. in Drama from the University of Washington and has been a full-time instructor of English at Portland Community College, Sylvania Campus where she taught composition and women's studies, among others. She has also worked as an Asst. Professor at the University of Washington and the University of Arkansas. Tina has extensive experience and success teaching on-line courses. She was awarded the Outstanding Woman Faculty Award last year from Portland Community College.

Paul Pozorski

Assistant Professor I/Program Coordinator Licensed Massage Therapy

Paul Pozorski has been employed by COCC as a temporary Instructor/Program Coordinator of Licensed Massage Therapy since the 2006-07 academic year. Before coming to COCC Paul was Dean of Bodywork Programs at the Mueller College of Holistic Studies in San Diego. He has also held the positions of Dean of Education/Massage Program Director at the Academy of Professional Careers and Massage Therapy Program Director at Miller-Motte Technical College. Paul holds a national certificate in Massage Therapy.

Carla Elms

Assistant Professor I/Program Coordinator Medical Assisting

Carla Elms is a Licensed Practical Nurse who has worked as a Medical Assistant in the Bend area for several years. Carla has a Bachelor's degree in Spanish and teaching experience in COCC's Continuing Education Program. Carla served COCC as a two-term instructor/Program Coordinator of Medical Assisting for the 07-08 academic year.

Michael Peterson

One- Year Temporary Instructor of CIS

Mike Peterson has been selected to fill the one year position for Instructor of Computer and Information Systems. Mike received his Masters degree in Computer Science from the University of Rhode Island and a Bachelors of Science degree in Math and Computer Science from the United States Coast Guard Academy. Mike is currently a full time, permanent instructor in his sixth year of service at Chemeketa Community College, Salem, Oregon.

Exhibit: 5.e
May 14, 2008
Approval____Yes____No
Motion_____

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve employment contract for Cody Yeager, Full-time Director for Corrections Education at Deer Ridge Correctional Institution.

B. Discussion/History

The employment contract for Cody Yeager is for an administrative position. This position was filled through an external College search.

C. Options/Analysis

Approve the employment contract for Cody Yeager.
Decline approval of the employment contract for Cody Yeager

D. Timing

This position is appointed for a 12 month employment contract each fiscal year. The initial employment contract period will be from July 1, 2008 through June 30, 2008. As with all other exempt employees, a new contract will be prepared for the next fiscal year that begins July 1.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the employment contract for Cody Yeager.

F. Budget Impact

The salary conforms to the salary schedule approved by the Board.

G. Miscellaneous

Ms. Yeager holds three Master's degrees, one in English & American Literature from Slippery Rock University in PA, one in German from the University of Arkansas and one in Comparative Literature from the University of Oregon. Ms. Yeager has worked at COCC since 1998 in several capacities: Adjunct Faculty in the Humanities Dept; Coordinator of Educational Service in Warm Springs; Native American Program Coordinator for Student Life; and as Adjunct Writing Instructor. Ms. Yeager brings a diverse set of skills and broad experience to the table.

Exhibit: 5.f
May 14, 2008
Approval___Yes___No
Motion_____

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve employment contract for Scott Donnell, Part-time Web Designer in College Relations.

B. Discussion/History

The employment contract for Scott Donnell is for an administrative position. This position was filled through an external College search.

C. Options/Analysis

Approve the employment contract for Scott Donnell.
Decline approval of the employment contract for Scott Donnell

D. Timing

This position is appointed for a 12 month, .50 FTE employment contract each fiscal year. For the 2007-08 fiscal year, the initial employment contract period will be from May 1, 2008 through June 30, 2008. As with all other exempt employees, a new contract will be prepared for the next fiscal year that begins July 1.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the employment contract for Scott Donnell.

F. Budget Impact

The salary conforms to the salary schedule approved by the Board.

G. Miscellaneous

Mr. Donnell received his Bachelor's degree in Business/Marketing from Oregon State University. Mr. Donnell has been the owner of Donnell Design since 2000 where he has served clients as a Graphic Designer and Web Developer. As a sub contractor he has been working with COCC College Relations on various projects since 2001. Also during this time, Mr. Donnell worked as a sub contractor for ad agencies and various organizations. He comes to us with twelve years of graphic design experience and eight years of web design and programming experience.

Institutional Effectiveness at COCC | 2007- 2009

BOARD PRIORITY

Access and Success – Strengthen student and community access to educational opportunity and success

METHOD

By expanding strategies which respond to students’ challenges due to their personal schedule

MEASUREMENT

- ✓ Online and Hybrid (Credit & Non-Credit) Course Offerings
- ✓ Courses (Credit & Non-Credit) Offered Off Bend’s Main Campus
- ✓ Courses (Credit & Non-Credit) Offered During Non-Traditional Times
- ✓ Student Services Provided During Non-Traditional Times (and Locations)
- ✓ Course Scheduling (Credit & Non-Credit) in Face-to-Face Courses

TARGET

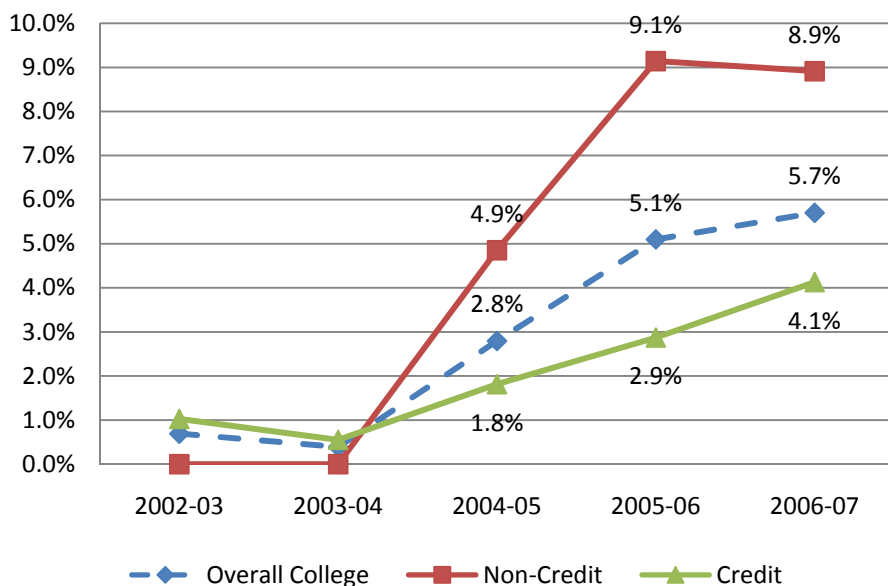
Targets are emerging through work on the Institutional Strategic/Comprehensive Plan, the Strategic Enrollment Management Plan and Instructional Planning and will be incorporated into the Institutional Effectiveness reports as they develop.

HOW ARE WE DOING

The College continues to provide and improve course offerings and student support services to best accommodate a variety of student schedules and challenges.

✓ **Online and Hybrid (Credit & Non-Credit) Course Offerings**

Percentage of Courses Offered Online/Hybrid



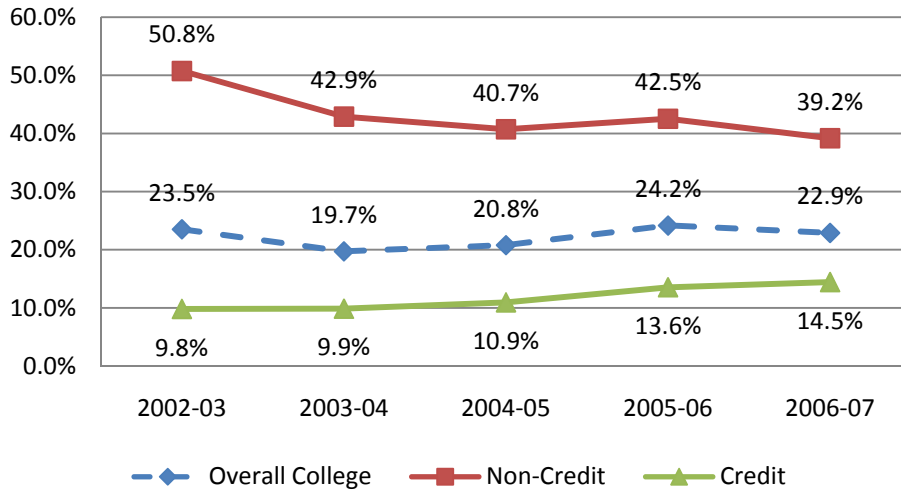
Over the last four years, the College has seen a steady increase in the number of online and - on the credit side - hybrid courses offered to students.

Hybrid courses are courses in which a significant portion of the learning activities have been moved online, and time traditionally spent in the classroom is reduced but not eliminated.

Institutional Effectiveness at COCC | 2007- 2009

✓ Courses (Credit & Non-Credit) Offered Off Bend's Main Campus

Percentage of Courses Taught Off Bend Campus



The College has offered an average of 22% of its credit and non-credit courses off Bend's main campus over the past five years.

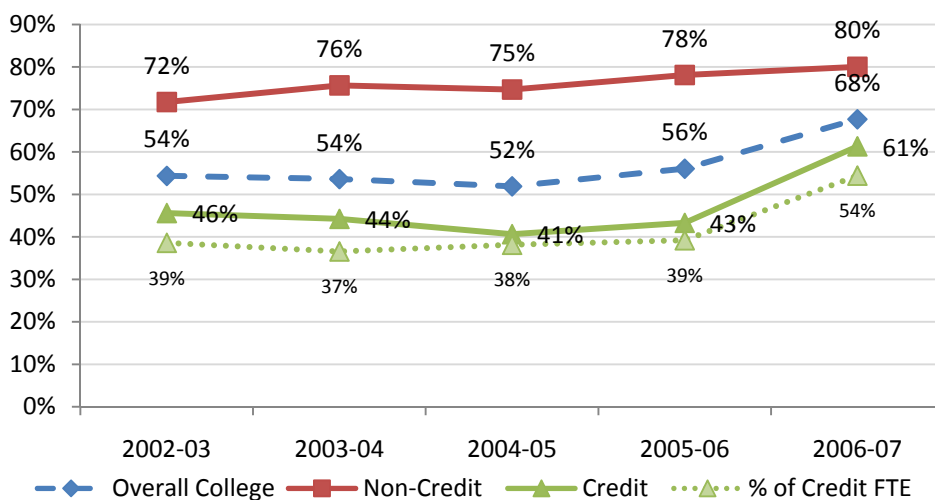
Since 2002-03 and the closing of the campus centers, the non-credit offerings have declined while the credit offerings have seen a small but steady increase, especially in Redmond.

Note: College Now/Transfer and College Now/Tech Prep courses were excluded from analysis.

✓ Courses (Credit & Non-Credit) Offered During Non-Traditional Times

Includes courses meeting outside 9am and 3pm, courses without a specific meeting time and courses offered on the weekend.

Percentage of Courses Meeting Non-Traditional Times



After averaging 54% the four years previous to 2006-07, the College jumped up to 68% of its total courses meeting during non-traditional times, as defined above.

Most of the total increase seen from 2005-06 to 2006-07 was due to a jump in credit courses.

It is important to note that further assessment is needed to better determine the specifics behind this jump in credit course offerings.

Note: College Now/Transfer and College Now/Tech Prep courses were excluded from analysis.

✓ **Student Services Provided During Non-Traditional Times (and Locations)**

The Institutional Effectiveness report looking at [expanding geographic access in outlying communities](#) provides a comprehensive summary of student services provided outside the Bend main campus.

To address student services provided during **non-traditional times**, most services (academic advising, admissions advising, financial aid assistance, orientation workshops, etc.) are provided on evening or weekend hours at certain times of the year as activities are “ramped up” to prepare for or during high volume time. They are provided more consistently on an evening basis but not as often on weekends.

Winter term 2008, credit students taking evening classes were asked which student support services they would like to see available in the evenings and when. As a result of their feedback, starting summer term 2008, Enrollment Services and the CAP Center on the Bend main campus will be open late – until 6 pm – one day per week to accommodate student schedules.

✓ **Course Scheduling (Credit & Non-Credit) in Face-to-Face Courses**

Credit Course Scheduling

In 2006-07 the College instituted a time block schedule for credit courses. The time blocks are roughly 2 ½ hours in length with the first block starting at 7:45 am and the last block starting at 7:30 pm. The idea behind the time blocks was for courses to start and end within set times resulting in less course overlap and less schedule conflicts for students. The new system also identified where required general education and career technical education courses overlapped allowing for course scheduling changes and the ability for students to more efficiently complete their programs. The College was also able to more effectively use classroom space.

Over the last two years, enrollment patterns show that courses in the more traditional time blocks – 10:15 am to 3:05 pm – fill first. During summer work week, department chairs will evaluate student usage of the non-traditional time blocks and discuss scheduling options to maximize efficiency. Instruction plans to work with students already taking the non-traditional day/time classes and establish the type of student who may migrate to these classes and which courses those should be.

To support this effort institutionally, the Strategic Enrollment Management (SEM) team has proposed the following goal: *Support academic departments so that courses offered in a non-traditional way become a priority in department planning and faculty hiring (e.g., hybrid, online, outside of Bend, time of day, weekends).* The College is also in the process of hiring an Associate Dean whose job responsibilities will include developing and working with appropriate groups to implement methods for offering instruction in under-used time periods, hybrid and weekend formats. The SEM goal directly relates to the task of the Associate Dean.

Non-Credit Course Scheduling

- **Adult Basic Education (ABE)** schedules 75% of the ELL and ABE/College Prep classes in the evenings to accommodate working adults. In addition, volunteer tutors meet with students outside of class in locations and during times convenient for the students.
- **Business and Employee Development** provides contracted training for business and industry on-site at convenient times and location for the employers/employees.
- The **Business Development Center’s** Small Business Management program meets once each month in the evening and provides an on-site visit from the business advisor at a time that is convenient for the business owner. The BDC also plans to hire another Business Advisor to provide Business Advising services in Madras and Prineville starting in late 2008 or early 2009.
- **Community learning** seeks to schedule classes to meet student schedule needs; 80% are scheduled on weekends or evenings. Any class can be offered at any time provided the program has a qualified instructor, an appropriate facility and at least 6 students.

Institutional Effectiveness at COCC | 2007- 2009

COCC STRATEGY

COCC is actively pursuing strategies which respond to both credit and non-credit student schedule challenges. For the last few years, the College has made it a priority to make scheduling more flexible for students – increasing online/hybrid and non-traditional time/location course offerings, implementation of the time blocks and revising the sequencing of courses. Student support services are also increasingly made available off the Bend main campus and at non-traditional times. Community Learning has been allowed to run smaller classes in the outlying areas without regard to cost recovery.

FACTORS AFFECTING RESULTS/PROGRESS

The variety of “challenges” that accompany a community college student population will continue to be assessed and addressed where possible. There will always be conflict between providing flexible access to busy students and providing quality learning. For example, it is more convenient to schedule a course two times a week, but pedagogically and learning theory encourages us to divide it into smaller chunks. In regards to offering courses off the Bend main campus, class sizes can be small and not necessarily cost effective but to serve rural areas we must address this reality.

WHAT NEEDS TO BE DONE

A continued increase in the number of courses offered in Redmond with course content to allow more students to progress toward their degree without needing to travel to Bend

- As the proposed Strategic Enrollment Management goal states - *support academic departments so that courses offered in a non-traditional way become a priority in department planning and faculty hiring*
- Continue to evaluate and maximize time-blocks
- Over the next year, survey students about their interest and likelihood in registering for courses offered at non-traditional times/locations and if taking these courses would help them overcome scheduling problems - we could also attempt to survey potential students about their possible schedule conflicts and course taking preferences
- Continue to assess student need for support services in Bend, Redmond and the outlying areas and creatively meet the determined demand
- Maintain support for smaller class sizes, where and when necessary
- Improve quality assessment data in support of course scheduling allowing for more accurate and detailed tracking of courses and enrollment activity.

ABOUT THE TARGETS

Targets are emerging through work on the Institutional Strategic/Comprehensive Plan, the Strategic Enrollment Management Plan and Instructional Planning and will be incorporated into the Institutional Effectiveness reports as they develop.

HOW WE COMPARE

Comprehensive, comparable data from other colleges on this topic is challenging to collect. Institutions usually define things differently and many do not make information available beyond availability of online/distance courses.

ABOUT THE DATA

The chart information provided on page 1 and 2 was pulled from COCC’s information database (Banner) and organized by the Institutional Research office. Summary level data is provided here and more detailed information is available by contacting Brynn Pierce in the Institutional Research office – ir@cocc.edu

Contributions to the narrative information provided on page 3 and 4 supplied by Alicia Moore, Dean of Student Services, Aimee Metcalf, Director of Admissions/Registrar, Carol Moorehead, Dean of Continuing Education and Extended Learning, Diana Glenn, Instructional Dean and Vickery Viles, Director of the CAP Center.

Report prepared by the Institutional Research Office - Central Oregon Community College – IR@cocc.edu

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

INFORMATION ITEM

Prepared by: James R. Jones-Vice President & Chief Financial Officer

A. Issue

Employee Health Insurance

B. Discussion/History

In 2007, the Oregon Legislature passed a law which created the Oregon Educators Benefit Board (OEBB). This legislation requires that all K-12 and education service districts purchase their health insurance and ultimately all of their employee benefit insurance through the OEBB. Community colleges may purchase insurances through OEBB, but are not required to. However, if a community college joins OEBB, it is prohibited from ever leaving the OEBB insurance pool.

Community colleges are reluctant to join OEBB for several reasons: the once-in, never-out rule and concern that the OEBB Board may prescribe rules regarding the eligibility of district employees to receive insurances. Community colleges feel strongly that these decisions are local decisions best left to the individual community college and duly recognized employee bargaining units. There also is a reluctance to join any new group in its very first year of operation.

These issues acknowledged, the OEBB pool is destined to be the largest educators' insurance pool in the State. This size should bring with it greater stability in rates and greater buying power.

Since the late 1980s, COCC has purchased its employee health insurance from the Oregon School Boards Association (OSBA) Insurance Trust. Passage of the OEBB legislation spells the imminent end of the OSBA insurance program. With the exception of community colleges, all of their present members are required to move to OEBB when their current collective bargaining agreements expire or by October 1, 2010, whichever comes first.

Future Options

COCC has four options to providing health insurance for the plan year which will begin on October 1, 2008:

1. Purchase health insurance on its own without membership in any larger pool.
2. Join a pool with other Oregon community colleges.
3. Remain in the OSBA Insurance program for one more year and see how things progress.
4. Join the OEBB program.

The aforementioned options are amplified below.

1. Purchase health insurance on its own – COCC, using its insurance agent of record, JBL&K, is in the process of soliciting quotes for health insurance as its own group. The quotes should be available by May 16. The cost of health insurance will be based only upon COCC's claims experience. While COCC's claims experience is good compared to other community colleges, it may well be higher than the OSBA pool's experience rating. We have been told this is because the average age at COCC and other community colleges is higher than at K-12 schools and thus the claims experience is higher. Administrative costs in small pools tend to be higher than in larger pools. Also, there is greater claims volatility and thus rate volatility than in larger pools. Besides getting quotes for plans similar to those in force at this time, the college is getting a quote on a large deductible plan.
2. Join a pool with other community colleges – the fourteen community colleges that have been members of the OSBA Insurance Trust did receive quotes for health insurance as their own pool. Unfortunately, the rates were much higher than those it had been receiving from the OSBA Trust. The composite rate for medical, prescription, dental and vision insurances was 29% above 2007-08 rates. This is significantly above the approximate 12% healthcare inflation rate of 2007. As mentioned above, higher utilization was listed as the cause for the higher rates.

Rate increases of this size are unacceptable to community colleges and the concept of creating a community college pool is viewed as unviable.

3. Remain in the OSBA plan for one more year – Just recently OSBA has indicated that they will be offering health insurance for at least one more year. If COCC were to stay with that plan, there would be the opportunity to see how OEBC functions and try to get some legislative changes to the OEBC legislation that would make it more palatable. The rates for next year should be known in mid-May.
4. Join the OEBC program – If the issue of eligibility can be resolved, this option is likely to be the most cost effective for COCC. Word on the street is that rates for 2008-09 should be "only" about 12% more than 2007-08. The OEBC Board has verbally indicated that they do not intend to prescribe employee coverage or employer contribution rates. They cite Section 14 of the law as evidence that such decisions are not under their purview. Community colleges are asking the Oregon Attorney General for an opinion regarding this. It is not certain whether the opinion will be available by the time a decision needs to be made for the 2008-09 plan year. COCC must commit to OEBC by June 30, 2008 to be eligible to join for the 2008-09 plan year. OEBC rates should also be available in mid-May.

The college has a health insurance committee which is made up of members of all employee groups to study matters related to employee benefit insurance and make recommendations regarding plan design to the president and the board. They have been kept abreast of this complex and changing situation. As additional information becomes available, they will meet to consider options and recommendations.

The contracts with COCC's three represented employee groups deal with the college's contribution towards health insurances but not plan design. All three contracts contain a re-opener clause should the increase in health insurance exceed 15% for next plan year. The only section of the contracts that would re-open is the college's contribution to health insurance.

The college will keep the Board informed as to developments regarding employee health insurance.

CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS

INFORMATION ITEM

Prepared by: Lisa Bloyer-Accounting Manager

A. Issue

Financial Certifications

B. Discussion/History

Following this information item are two financial certifications.

The first document is a certification to the President and signed by the finance department.

The second document is a certification to the Board and signed by the President.

These documents are prepared in conformance with Board policy EL 4, Financial Condition. These documents are prepared to meet the requirements of the Sarbanes-Oxley act.

Central Oregon Community College
Board of Directors

INFORMATION ITEM

Prepared by: Gene R Zinkgraf-Director of Campus Services

A. Issue

2008-2009 Maintenance Projects (Schedule) Prioritization

B. Discussion/History

Per Board Policy, EL5: Asset Protection - Central Oregon Community College's maintenance projects (schedule) must be reviewed at least annually. This policy ensures that College assets remain protected and adequately maintained.

Attached you will find the proposed Maintenance Projects for 2007-2008. Projects on the list are taken from the College's Five-Year Maintenance Projects Plan. The Five-Year Plan contains projects noted in the campus wide Facilities Audit, completed in 1998, as well as input from staff.

Budgeting for the updating of the Facilities Audit is included in this year's project plan.

This year's projects will focus on expanding and improving institutional facilities to support the College's significant enrollment growth. We will be expanding the number of classrooms as well as increasing the number of parking spaces. Classroom expansion projects include the temporary remodeling of a large Library storage space into a 35 seat classroom, the remodel of two Boyle Education Center classrooms into Certified Nursing Assistant 2 Labs, removal of a classroom office space in Redmond Building #1 to increase teaching efficiency and remodeling of the current Copy Center space in Ponderosa into two 35-40 seat general purpose classrooms. The Ponderosa remodel will require expansion and upgrading of restroom facilities to meet current Americans with Disabilities Act (ADA) requirements. The remodel will also require ADA path of travel upgrades. There will be approximately 70 parking spaces constructed in the vicinity of Cascades and Pioneer Halls. These parking spaces will be in addition to the 40 parking spaces being constructed as part of the Campus Center Building project.

\$912,000.00 is budgeted in the 2008-2009 Proposed Budget for Maintenance Projects. This budget amount will sufficiently cover the cost of all Priority 1 Maintenance Projects noted on the attached Maintenance Projects Schedule. Depending upon staff work load, Priority 2 projects will also be undertaken.

Central Oregon Community College - Maintenance Projects 2008-2009

*ISC - Institutional Support Committee

Project	Estimated Cost	ISC Priority (1=High,3=Low)
Landscape/Landscape Repair - Campus Wide	10,000.00	1
Concrete Work -Campus Wide	10,000.00	1
Snow Removal	6,000.00	1
Security Measures (Upgrade Cardlock)	5,000.00	1
ADA projects	30,000.00	1
Classroom Remodels (Ponderosa, BEC, Library)	125,000.00	1
Energy Upgrades	5,000.00	1
Interior Painting	20,000.00	1
Asphalt Repair/Replacement Campus wide)	50,000.00	1
75 New Parking Spaces (Pioneer/OSU/CC)	210,000.00	1
Mansard Replacement - Grandview	35,000.00	1
Exterior Painting - Awbrey campus	20,000.00	1
Carpet/Flooring Replacement (Grandview)	15,000.00	1
Facilities Audit	25,000.00	1
Total Priority 1 Projects	566,000.00	
Tripping Hazards Stairs, Sidewalks	5,000.00	2
Repair/Replace Metal handrails	5,000.00	2
Fire Reduction - As Needed	5,000.00	2
Replace Water Heaters	21,000.00	2
Mazama Field Repair	5,000.00	2
Hand Rail Inhibitors Campus Wide	5,000.00	2
Replace Ceiling Tiles/Suspended Ceiling - Pioneer	25,000.00	2
Building Insulation	36,000.00	2
Total Priority 2 Projects	107,000.00	
Add Electrical Outlets	20,000.00	3
Replace Ext. Windows	36,000.00	3
Mazama Locker Room Upgrade	25,000.00	3
Repair Tennis Court #1	15,000.00	3
Replace Floor Tiles/Base - Jeff/Des	25,000.00	3
Pave & Light Juniper Lot	15,000.00	3
Mazama Bleacher Replacement	35,000.00	3
College Way Kiosk	35,000.00	3
Redmond Pocket Park	10,000.00	3
Remodel Projects Campus Wide	50,000.00	3
Replace Bark with Stone	15,000.00	3
Replace window coverings	6,000.00	3
Redmond Campus Misc. Projects	5,000.00	3
Renovate Modoc Fan Coil Units	100,000.00	3
ITS Electrical Consultant	10,000.00	3
Lower Grandview Painting	20,000.00	3
Appraisals/Envir. Assessments	5,000.00	3
Total Priority 3 Projects	427,000.00	
Total Priority 1,2,3 Projects	1,100,000.00	

Central Oregon Community College
Board of Directors
RESOLUTION

Prepared by: Alicia Moore, Dean of Student & Enrollment Services
Kevin Multop, Director of Student Financial Aid
Lynn McKoy, Veterans Education Specialist

A. Action under Consideration

Approve the **COCC Veteran's Dependent/Spouse Tuition Waiver Program**, a tuition waiver program for students who are children (ages 18 – 26) or a spouse of a veteran who served subsequent to September 11, 2001 and died or was disabled as a result of military service (disability as defined under the Chapter 35 Veterans Administration regulations). Under this program, qualified students shall be awarded a grant up to the cost of current in-district tuition and traditional students fees, based on the number of credits for which the student is registered (special program fees, such as nursing, massage, aviation, etc. are not covered). Additional details:

- Eligible students must complete the FAFSA and accept all scholarships and state/federal grants offered. If the total of all scholarships and grants is less than the in-district tuition and fee amount, COCC shall provide a grant in the amount needed to ensure the full costs of in-district tuition and fees are covered.
- Grant is awarded for up to 16 credits per term certificate- or degree-applicable courses only, including any recommended developmental coursework.
- Maximum of nine quarters or 93 credits (whichever occurs first).
- Students must remain in good academic standing as defined by COCC's Academic Warning Policy (completion of a 2.0 GPA or higher each term). Should a student receive an academic warning, s/he will not be eligible for this program until s/he successfully complete one term or a minimum of six credits.
- Eligible students must complete a request via COCC's Financial Aid Office to be considered for this waiver.

B. Discussion/History

In response to the Governor's prior request for consideration, some of Oregon's community colleges have initiated procedures for a waiver of tuition for children or spouses of members of the Armed Forces who have served subsequent to September 11, 2001 and have died or been disabled as a result of military service. During the recent February 2008 special session, Senate Bill 1066 was amended to mandate a tuition waiver for Oregon University System institutions. While there was consideration of including community colleges in this bill, community colleges were deleted from the mandate. However, the bill does require that all public institutions report how they are accommodating the financial needs of students qualified under this initiative. The COCC Board of Directors indicated interest in receiving a formal proposal from College staff during the March meeting. This resolution is in response to that request.

In developing the proposal, staff took into consideration that various veteran benefits exist for students (for 2007-08 the full-time benefit was approximately \$7,929 annually). However, those benefits generally do not cover the student's entire cost of attendance (cost of attendance includes tuition/fees, books/supplies, room/board and transportation. Not wanting to increase the student loan burden, this resolution proposes that students must first accept any applicable scholarships and grants before applying for the COCC Veteran's Dependent/Spouse Tuition Waiver Program. Additionally, COCC wants to provide students with the opportunity to receive his/her certificate or degree within a reasonable timeline and as such, is allowing up to 93 credits or a maximum of nine quarters in which a student can receive this assistance. Doing so, allows a students to receive an associate degree with two years of full-time attendance.

C. Options/Analysis

Approve the Veterans' Dependent/Spouse Tuition Waiver as proposed.
Not approve Veterans' Dependent/Spouse Tuition Waiver as proposed.
Recommend other actions or criteria.

D. Timing

Approval is requested at this time.

E. Recommendation

Recognizing the sacrifice children and spouses of deceased or disabled members of the U. S. Armed Forces have made in service to their country, be it resolved that the Board of Directors of Central Oregon Community College approves the Veterans' Dependent/Spouse Tuition Waiver program as detailed in this resolution.

F. Budget Impact

During the 2007-08 academic year, 21 students may have been eligible for this waiver. Based on their enrollment status and assuming all would have applied for this program, total tuition and fees were approximately \$30,000; the Veterans' Dependent/Spouse Tuition Waiver program would have been responsible for \$11,000 of this amount.

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Jim Middleton-President

A. Action Under Consideration

Approve administrative recommendation to list Technology Center and General Classroom Building as COCC priorities for consideration for funding in the 2011/13 and 2013/15 Legislative sessions.

B. Discussion/History

On behalf of the community colleges, CCWD has developed a rank order for capital construction project requests over a multi-year period of time. This rank order list becomes the prime reference for the State Board of Education and OCCA's proposals for Legislative approval in each biennium.

For the 2009/11 Legislative session, COCC's Allied Health and Sciences Center was included among the projects recommended for funding. The Health and Sciences Center fiscal request was for \$7.5M in State support – the maximum allowable under the guidelines. Though Legislative review and decision, the Health and Sciences Center was eventually approved for State funding support of \$5.77M according to a \$/SF formula adopted by Legislative leadership.

After the end of the Legislative Session, OCCA requested the Emergency Board approved funding for 2009/11 community college capital projects which were not funded during the session. Additional funding was provided to Clatsop Community College with OCCA agreement to cap the request in the 2011/13 session. Due to the cap on the 2011/13 requests and the existing priority list, no COCC capital projects will be recommended for the 2009/11 Budget.

CCWD recently requested that colleges update their priority lists. Proposals from individual colleges will then be ranked by the Commissioner based on feedback from a committee with representatives from various colleges.

COCC projects on the current list included (1) Renovations of existing instructional facilities and (2) Instructional Facilities in outlying communities. Neither of these projects would be funded until the 2011/13 session – if even then.

In response to the request to update COCC's priority list, administration believes it is inappropriate to keep these two projects and delay their construction until 2012 at the soonest. With construction of the Campus Center, Health & Sciences Center and Culinary, Grandview and Ochoco - will need to be renovated for additional classrooms and offices. With enrollment growth, administration believes it is risky to make these projects dependent on future State funding. Likewise, there is a strong need to improve educational access in outlying communities.

Putting these potential educational centers on the State project list would likely delay their

construction until 2014 or beyond. Administration believes it is prudent to include these projects in the bond proposal which will be brought to the Board this summer.

As an alternative, administration recommended the following priorities:

- 2011/13 Legislative Session – Technology Center
This facility would include improved, new and expanded facilities to support several technology programs. Construction in 2012 or beyond would potentially fit well with community partners who are considering a technology magnet high school or business/education park. There is also strong potential for such a facility to anchor an expansion of the Redmond Campus.

- 2013/15 Legislative Session – General Classroom Building
Renovation of Ochoco and Grandview will enable some growth of overall enrollment but we anticipate the need for additional general purpose classrooms. Both Jefferson and Deschutes facilities are instructional inflexible, extremely poor in energy utilization and do not support the best layout for classrooms. Replacement of these facilities could broaden instructional opportunity and improve energy utilization.

CCWD has required that priorities be defined and justified by May 23, 2008.

C. Options/Analysis

1. Approve the proposed capital construction projects for 2011/13 and 2013/15 legislative sessions.
2. Approve other alternative projects for these legislative sessions.
3. Decline to request any COCC capital construction projects over three legislative sessions.

D. Timing

Approval is needed at the May Board Meeting in order for staff to complete project justification required by May 23, 2008.

E. Recommendation

Be It Resolved that the Board of Directors of Central Oregon Community College does hereby approve the request of a Technology Center and a General Classroom Building as COCC priorities for State capital construction financial support.