

CENTRAL OREGON COMMUNITY COLLEGE
 Board of Directors' Meeting - AGENDA
 Wednesday, January 11, 2006 – 6:00 PM
 Christiansen Board Room, Boyle Education Center

TIME**	ITEM	ENC.*	ACTION	PRESENTER
6:00 pm	I. Call to Order			Dorsch
	II. Introduction of Guests			Dorsch
6:05 pm	III. Agenda Changes			
6:05 pm	IV. Public Hearing and Testimony			
	A. ASCOCC (Associated Students of COCC)			Bondarenko ^P
	A. OCCA Executive Director (Oregon Community College Association)			Henderson ^P
	B. Auditor's Report	4.b*		Kerkoch, Katter ^P
6:40 pm	V. Consent Agenda***			
	A. Board Meeting Minutes–December 14, 2005	5.a	X	Smith
	B. Personnel			
	1. New Hire Report (November/December 2005)	5.b1	X	Buckles
	C. Approval to Hire (Podesta)	5.c	X	McCoy
6:40 pm	VI. Information Items			
	A. Campus Indicators-Graduate Employment Data	6.a		McCoy ^A
	B. Financial Statements	6.b*		Bloyer ^A
	C. Incentives Grant from CCWD	6.c		Tomlin ^P
	D. Sarbanes-Oxley Compliance	6.d		
	1. Financial Certification - Finance Dept.	6.d1		Jones ^A
	2. Financial Certification - President	6.d2		Jones ^A
6:45 pm	VII. Board of Directors' Operations			
	A. Board Member Activities			
	B.			
7:00 pm	VIII. Old Business			
	A.			
7:05 pm	IX. New Business			
	A. Budget Committee Vacancy			Reeder ^P
	B. Budget Planning			
	1. Cash Flow Update	9.b1*		Gregory ^P
	C. Real Estate Development	9.c		Jones ^P
8:10 pm	X. President's Report			
8:20 pm	XI. Dates			
	A. Martin Luther King Jr. Week Events planned for January 16-20			
	B. Visiting Scholar-Luis Rodriquez January 16 - Tower Theatre-Free			
	C. Visit Day for Students of Color January 25 -Career & College Fair			

Board of Directors' Meeting AGENDA – January 11, 2006

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.

CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS' MEETING
Wednesday, December 14, 2005 – 6:00 PM
Christiansen Board Room, Boyle Education Center

PRESENT: Dana Bratton, Anthony Dorsch, Donald Reeder, Dr. Joyce Garrett, Connie Lee, Dr. Ronald Foerster, Ronald Bryant-Board Attorney, Dr. James Middleton-President, Julie Smith-Board Secretary.

ABSENT: John Overbay

INTRODUCTION OF GUESTS:

Jon Bouknight, MaryJeanne Kuhar, Celeste Brody, Kathy Walsh, Deb Davies, Yoko Minoura-The Bulletin, Richard Thompson, Mary Wagner, Gail Tague, Carol Owen, Ross Tomlin, Lisa Bloyer, Jim Weaver, Eric Buckles, Gene Zinkgraf, Alicia Moore, Lynn Murray, Keri Simning, Matt McCoy, Jim Jones.

AGENDA CHANGES:

Delete: La Pine Land Donation, Item: 7.c; Add: Labor Negotiations, Item: 7.d

PUBLIC HEARING AND TESTIMONY:

ASCOCC – (Associated Students of Central Oregon Community College)

No Report

CONSENT AGENDA:

Mr. Donald Reeder moved to approve the Consent Agenda. Dr. Joyce Garrett seconded. MCU. Approved. M12/05:1

BE IT RESOLVED that the Board of Directors' reviewed and approved the Meeting Minutes of November 9, 2005 (Exhibit: 5.a);

BE IT RESOLVED that the Board of Directors' reviewed and approved the October/November 2005 New Hire Report (Exhibit: 5.b1);

BE IT RESOLVED that the Board of Directors' reviewed the 2006-2007 Budget Calendar (Exhibit: 5.c);

BE IT RESOLVED that the Board of Directors authorized the change of the Mileage Reimbursement Rate to .445 cents per mile effective January 1, 2006.

INFORMATION ITEMS:

Campus Indicators – Program Mix by FTE –(Exhibit: 6.a)

President Middleton reviewed that the College's program mix had a slight increase in FTE that resulted from both lower division transfer and professional technical programs.

Financial Statements – (Exhibit: 6.b)

The Board of Directors' were apprised of the November 2005 Financial Statements.

Dental Clinic – (Exhibit: 6.c)

Dr. MaryJeanne Kuhar-Assistant Professor II of Allied Health-Allied Health Department Chair, reported that on November 18, the college hosted its first VIM (Volunteers In Medicine) dental clinic for patients who have limited access to dental care. The clinic benefits COCC students who work in the clinic and the community.

Dr. Kuhar introduced Ms. Deb Davies-Dental Assistant Program Director, and Ms. Lynn Murray-Dental Assistant Faculty member, who further discussed the new dental clinic program.

The Board thanked and praised the staff for their efforts in developing and implementing the new dental clinic program.

OLD BUSINESS:

AHEC-Class of 2005 (Exhibit: 7.a)

Dr. Celeste Brody-Instructional Dean and Kiri Simming-Assistant Professor II of Nursing, reviewed that the CEAHEC (Cascades East-Area Health Education Consortium) distance learning program was first brought to the Board at the January 14, 2004 board meeting.

Dr. Brody was pleased to announce that this program is the first of its kind in the state and the nation. The 18-month nursing program graduated 17 new nurses from six Central Oregon area hospitals (Burns, Prineville, Madras, Redmond, Lakeview and Bend) at a "pinning and candle lighting ceremony" on December 3 at St. Charles Medical Center.

Dr. Brody reiterated that this is the first educational nursing program offered entirely through distance learning.

The Board complimented and congratulated the staff and all those involved for the great success of the pilot program.

DOLETA Grant (Exhibit: 7.b)

Dr. Brody reviewed that COCC will receive \$205,000 of a \$2.9M federal grant, for one year of planning to increase capacity for nursing training for rural hospitals in the region.

President Middleton praised Dr. Brody and Nursing Faculty and Staff for their excellent work in the AHEC and DOLETA programs.

Ms. Connie Lee commented that these programs (dental clinic and nursing) move COCC closer to the goals of:

- being a "college of distinction"

- providing “family-living wage jobs”, and
- establishing “partnerships with the 16 community colleges in the state.”

Dr. Garrett commented that her father had been a “founder” of the Prineville hospital, and that he would have been very pleased with the AHEC and DOLETA programs. Dr. Garrett noted that she is the current president of the Prineville hospital Foundation board.

Labor Negotiations (Exhibit: 7.d)

Mr. Matt McCoy-Vice President for Institutional Advancement, reviewed the labor agreement with the Classified Association of Central Oregon Community College, seeking Board approval.

Dr. Joyce Garrett moved to approve the labor agreement as described in (Exhibit: 7.d) between the College and the Classified Association of Central Oregon Community College. Dr. Ronald Foerster seconded the motion. MCU. Approved. M12/05:2

Gail Tague-President of the Classified Association, thanked the board for their support of the labor agreement.

NEW BUSINESS:

Contract for Educational Services (Exhibit: 8.a)

Ms. Carol Moorehead-Dean, Continuing Education and Extended Learning, reported that the Oregon Dept. of Education requires that governing boards of school districts and community colleges annually review contracts of use of community college instructors in high schools to ensure requirements outlined in OAR 589-008-0200 have been met. Contracts approved by both boards are then forwarded to the State Board of Ed. for annual review.

Ms. Moorehead reviewed that this year, COCC has a contract with Crook County School District to provide Math 111 and Math 112; and a contract with Sisters High School to provide Spanish 201, 202, 203 and Acting I & II.

Mr. Donald Reeder moved to approve the contracts for delivery of instructional services at Crook County and Sisters High Schools as described in (Exhibit 8.a).

Mr. Dana Bratton seconded the motion. MCU. Approved. M12/05:3

Benefits-Domestic Partners (Exhibit: 8.b)

Mr. Eric Buckles-Director of Human Resources, reviewed that COCC currently provides (as per Oregon State Law) benefits to “domestic partners.”

Mr. Buckles noted that in November, the Board approved that tuition reimbursement, sick leave and bereavement leave also be included in the COCC/Classified Employee labor agreement to provide consistency in the benefits policy to all employee groups. The Board is being asked to extend this benefit to all employees.

Ms. Connie Lee moved to approve benefits eligibility (where applicable) for domestic partners of benefited employees. Dr. Ronald Foerster seconded the motion. MCU. Approved. M12/05:4

Long Term Disability-Revision (Exhibit: 8.c)

Mr. Eric Buckles-Director of Human Resources, reviewed the proposal that enhances the terms of the College's group Long Term Disability insurance policy provided to all full-time employees to be in compliance with Board policy EL-6.

Mr. Donald Reeder moved to approve the change in the group LTD policy to include a 90 day waiting period and two levels of salary replacement benefits as described in (Exhibit: 8.c). Dr. Joyce Garrett seconded the motion. MCU. Approved. M12/05:5

BOARD OF DIRECTORS' OPERATIONS:

Board Response to State Board of Education's Policy Paper – (Exhibit: 9.a)

Dr. Garrett reviewed that the State Board of Education requested feedback of their recent Policy Paper- *Alignment and Adequacy of Oregon's Education Standards, Requirements, and Assessments Within K-12, Between k-12 and Postsecondary Level*.

Dr. Garrett briefly reviewed the response for submission to the State Board of Education that she and Dr. Foerster formulated on behalf of the Board.

The Board expressed their support and thanked Dr. Garrett and Dr. Foerster for their excellent work in formulating the response on behalf of the board.

Ms. Connie Lee moved to approve the “response” document”(Exhibit: 9.a) and forward to the State Board of Education as per their request. Mr. Dana Bratton seconded the motion. MCU. Approved. M12/05:6

Budget Committee Appointments for 2006-07 Budget – (Exhibit: 9.b)

Mr. Ron Paradis-Director of College Relations, reviewed that the Board has the responsibility of appointing members to the COCC Budget Committee, noting that positions representing Zones 1 and 6 have expired.

Mr. Donald Reeder moved to reappoint Mr. Steve Curran to Zone 6 and declare Zone 1 vacant, directing staff to begin the normal process for the vacant position.

Ms. Connie Lee seconded the motion. MCU. Approved. M12/05:7

Mr. Reeder and Ms. Lee volunteered for the “budget member appointment committee” they will bring back a recommendation to the board for Zone 1.

Board Member Activities

- Ms. Lee** Attended OCCA Executive Committee Conference Call Meeting w/President Middleton
- Dr. Garrett** Phone meeting w/President Middleton
Met w/Jerry Cole-Economic Development Committee in Prineville
Attended OCCA Executive Committee Conference Call
Attended Gubernatorial Meeting on campus – candidate-Vicki Walker
Drafted Board Response to the State Board of Ed.'s Policy Paper
- Mr. Bratton** Met w/President Middleton re: Long Term Planning
Delivered 2 bottles of wine (private collection) for Foundation Fund Raiser
Attended SELCO Faculty Appreciation Breakfast
 at Bend Golf & Country Club
- Mr. Reeder** Met twice w/President Middleton – Redmond Campus
 re: Agenda Planning & Madras Campus
Met w/Matt McCoy re: Federal Grant
- Dr. Foerster** Met w/President Middleton re: Long Term Topics
Reviewed the Board Response to the State Board of Education
 Re: Policy Paper
Attended the Lego Robotics Competition at Mt. View High School
- Mr. Dorsch** Attended the OSU-Cascades Advisory Committee meeting
 (Mr. Reeder was unable to attend)
Drove the tractor that pulled the COCC Float in the Bend Christmas Parade

PRESIDENT'S REPORT

2004-05 Final FTE - Enrollment Update (Exhibit: 10.a)

President Middleton reported that the matrix (Exhibit: 10.a) shows that the majority of the states community colleges were down in enrollment with the average for the state down 1.3%.

COCC has done well and is up 1.9%.

President Middleton was appointed by George Pernsteiner-Chancellor for the Oregon University System, to serve on the Access and Affordability working group. The working group produced the data that resulted in the doubling of the Oregon Opportunity Scholarship grant program. Part of the motivation is to expand the community college role by pulling together recommendations that will eventually have an impact on the Governor's next proposed budget.

President Middleton reported that he has been serving on the strategic advisory committee for “Bend 2030”. He noted that The Bulletin newspaper will have an insert in a mid January issue that will describe the first phase of the “Bend 2030” study.

www.bend2030.org

President Middleton reviewed comments he shared with the staff at the President’s Holiday Open House on December 9, he highlighted COCC’s accomplishments of this past year.

- Increase in enrollment
- Health Programs
- Madras Partnerships-Automotive Program
- Concurrent enrollment high school students up 151%
- Enrollment in College Now Transfer and Tech Prep is up 163%
- Aviation Program - hoped for 20 students and 40 have enrolled
- Noncredit programming has reached the level before the community centers were closed as a result of budget cuts
- General noncredit courses up 22%
- Business programs up 70%
- COCC/OSU-Cascades dual admission student enrollment is up 35%
- OSU-Cascades students also taking COCC classes – up 21%
- Moving forward on the Campus Center
- Preparations underway for new Allied Health & Sciences Center
- Preparations underway for an exemplary Culinary Facility
- Enrolled 2 students from the Katrina Hurricane Relief program
- Foundation raised over \$200K at Meal of the Year
- Foundation - \$20K additional scholarships for programs w/additional fees
- Foundation - \$20K special exemplary students with high needs
- Foundation - \$8K seed money for pilot program – for middle school project /students whose families have not been traditionally college bound
- Student Housing-Juniper Hall program development resulting in highest return rate of recent years
- COCC has taken a leadership role with the regional education consortium, bringing the university, K-12 and community college together.

Chair Dorsch commended President Middleton extending a debt of gratitude for his accomplishments not only with the above listed successes of institutional programs this past year, but also for his positive affect on the overall morale of the college.

ADJOURN: 8:15 PM

APPROVED;

ATTEST TO;

Mr. Anthony J. Dorsch, Board Chair

Dr. James E. Middleton, President

Exhibit: 5.b1
 January 11, 2006
 Approved: ___Yes___No
 Motion: _____

Central Oregon Community College
 New Hire Report
 November-December 2005

<u>Name</u>	<u>Date Hired</u>	<u>Job Title</u>
<u>Classified Full-Time</u>		
Baxter, Alex	11/29/2005	Custodian
Boyd, Michael	11/13/2005	Custodian
Gibson, Stuart	11/27/2005	Custodian
Rygg, Lynne	11/17/2005	Library Specialist 3
Wilson, Sarah	12/6/2005	Clerical Specialist
<u>Part-Time Faculty</u>		
Miller, Gina	11/1/2005	
Torrey, Earl	11/1/2005	
<u>Temporary Hourly</u>		
Baca, Linda	12/6/2005	Tech Services Asst
Bordelon, Bryan	11/7/2005	Student Ambass.
Brisco, William	11/7/2005	Student Ambass
Casler, Katherine	11/1/2005	Tutor
Clark, Ruth	11/28/2005	Computer Lab
Cruz, Janet	12/6/2005	Tech Services Asst
Flanary, Alysia	11/7/2005	Student Ambass
Houston, Leslie	11/9/2005	DA Tutor
Joseph, Corinn	11/10/2005	
Kimple, Bret	11/1/2005	EMS Lab Asst
Klein, William	11/7/2005	Student Ambass
Kunert, Kara	11/28/2005	Notetaker
Peed, Gretchen	11/10/2005	Student Ambass
Picard, Joyce	11/9/2005	Student Ambass
Robson, Nancy	11/10/2005	Instruct.Design
Sikel, Kari	11/7/2005	Student Ambass
Spencer, Gretchen	11/7/2005	Student Ambass
Stahn, Leeann	11/10/2005	Temporary
Stitt, Courtney	11/1/2005	Math Tutor
Wyatt, Bridget	11/7/2005	Student Ambass
<u>Temporary Salary Payment</u>		
Detweiler, Amy	11/29/2005	
Hankins, Susan	11/8/2005	
Lumpkin, Nancy	11/29/2005	
Ortega, Jacquelyn	11/1/2005	
White, Wendy	11/19/2005	

Central Oregon Community College

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve employment contract for Cheryl Podesta, Part-Time, Temporary Grant Writer.

B. Discussion/History

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

C. Options/Analysis

Approve the employment contract for Cheryl Podesta.
Decline approval of the employment contract for Cheryl Podesta

D. Timing

For the period January 17, 2006 – June 30, 2006 and from July 1, 2006 to January 16, 2007.

E. Recommendation

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

F. Budget Impact

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

G. Miscellaneous

Cheryl Podesta received a Bachelor of Science degree in Journalism and Advertising from the University of Oregon. Cheryl served as the Manager of Grant Writing, Membership, and Database at the High Desert Museum for the past twelve years. Prior to her work at the museum she was a Technical Publications Manager for several years at Dysan in Idaho. Cheryl comes with experience in Grants Management, Fund Raising, Computer Database Management, and Community Volunteer Work.

CENTRAL OREGON COMMUNITY COLLEGE INFORMATION ITEM

Prepared by Institutional Research

A. Issue

CAMPUS INDICATORS 2006 – Edition 1

B. Discussion/History

Central Oregon Community College Graduates and Oregon Employment (Contracted agreement with Oregon Employment Department)

HISTORY:

Central Oregon Community College (COCC) has been seeking a method to provide employment data for former COCC students, both graduates and non-graduates, for years. In November 2005, COCC entered into an agreement with the Oregon Employment Department (OED) with the purpose of "providing aggregate employment data and individual wage records for students served by Central Oregon Community College. In order to enable College to track students for the purposes of meeting accreditation standards, OED shall develop reports displaying number employed, average hourly wages, average hours worked and the industry where the students worked for pre-education compared with post-education. Agency will prepare reports for each educational program provided by the College" (OED #06-273).

PROGRESSION:

Central Oregon Community College sent OED the social security numbers of all graduates, from 2000-2005, grouped by degree and certificate. The college also sent the social security numbers of non-graduates, grouped by major. Since student majors are self-declared and not systematically updated, the student major was determined using a "critical course" for the major/program. For example, if a student took DA 135 then they were considered a Dental Assisting major.

As of January 2006, COCC has return records from OED for the **graduate** cohorts only and expects non-graduate reports and raw data in early 2006.

EMPLOYMENT DATA:

Oregon Employment Department used the COCC provided social security numbers to match to OED wage data. This allowed OED to return records that contained:

1. Social Security Number
2. Year(s) and Quarter(s) Worked
3. Wage (Yearly and Hourly)
4. Hours/weeks Worked
5. Industry of Employment

The industry of employment is identified and reported using the North American Industry Classification System, under U.S. Census Bureau administration (<http://www.census.gov/epcd/www/naics.html>).

EMPLOYMENT REPORTS:

I. Oregon Employment Department Reports

The Oregon Employment Department generated bundled reports using the matched student records. An aggregate report for all majors is provided as attachment A. It contains 5 separate graphs.

1. Number Employed/Not Employed
2. Average Yearly Wage
3. Average Hours Worked
4. Average Hourly Wage
5. Industry of Employment

It is important to note that prior and post-graduation numbers are displayed illustrating the tangible benefits of higher education.

II. Oregon Employment Department Raw Dataset

COCC also received the raw dataset that OED used to generate their reports, a great advantage. This allows the College to levy additional information than what OED supplied in their reports.

CURRENT STATUS:

The College currently has the OED aggregate reports for 26 programs over the last 5 years, including the provided All Majors Report. The Office of Institutional Research will be working with Ross Tomlin to develop additional detailed reports. The current plan is to create reports identifying the percent and number of graduates who are working *in their field of study* within one year of graduation.

SUMMARY:

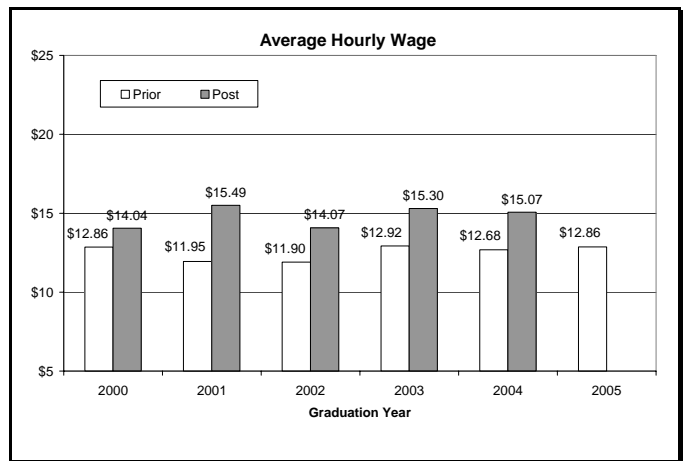
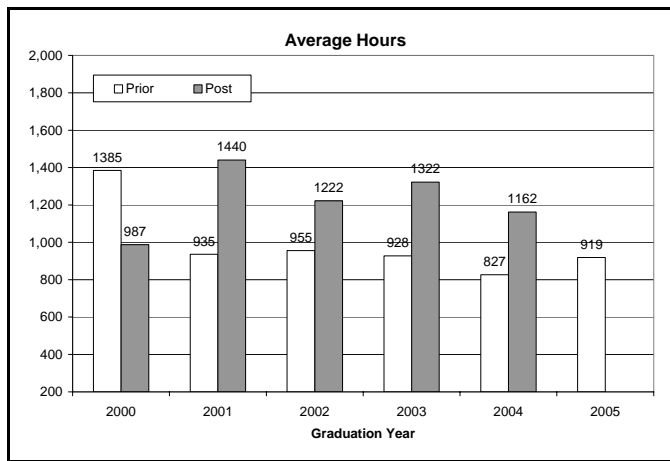
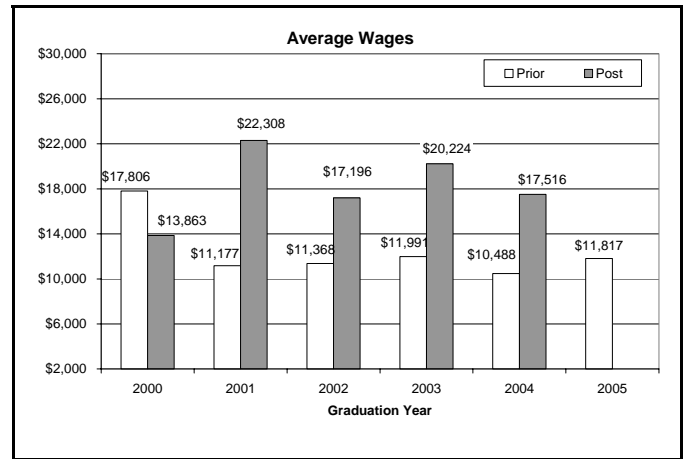
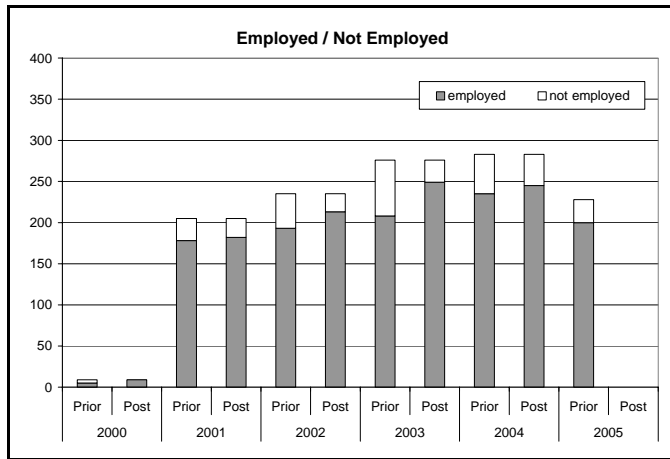
The employment data made available through this agreement is a vast improvement over what has been available to us in the past. Though OED only provides employment information for Oregon, the availability of the raw dataset will afford us the ability to extract more program specific information in the near future. This is the great first step at taking an honest look at how our graduates achieve and perform in the workforce.

Central Oregon Community College

All Majors

Prior – The four quarters prior to the graduation quarter.

Post – The four quarters following the graduation quarter.



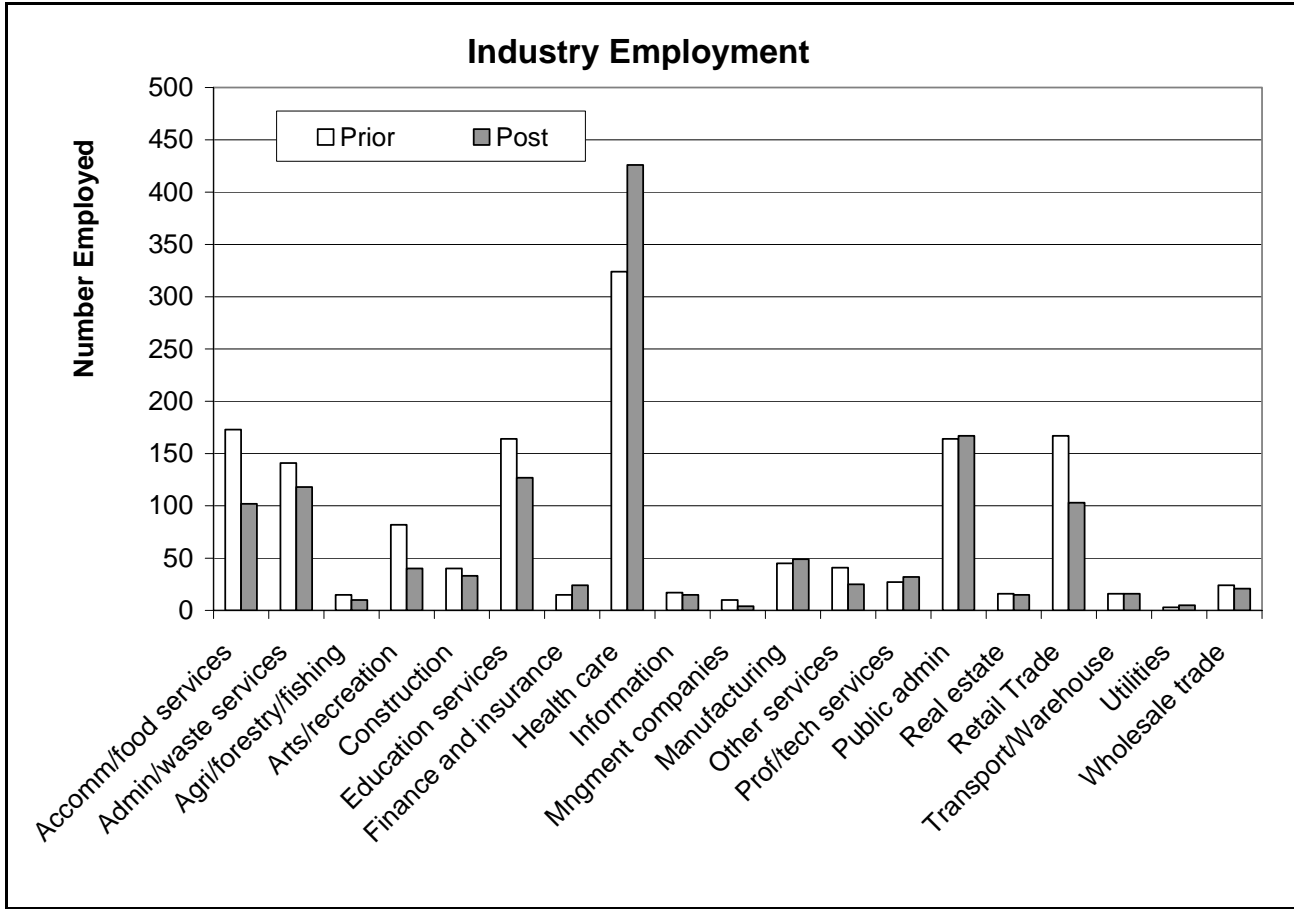
- Confidentiality rules prohibit displaying information when there are less than 3 units in a category
- The average wages (or hours) is the sum of wages (or hours) divided by an unduplicated count of earners.
- The average hourly wage is the sum of wages divided by the sum of hours.
- Records with zero hours worked have been excluded from the analysis.
- Central Community College graduates in 2005Q2 and 2005Q3 have been excluded from the post four year period because of insufficient wage data.

Central Oregon Community College

All Majors

Prior – The four quarters prior to the graduation quarter.

Post – The four quarters following the graduation quarter.



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- Records with zero hours worked have been excluded from the analysis.
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Contact Information: John Glen
 (503) 947-1234
John.L.Glen@state.or.us

CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS

INFORMATION ITEM

Prepared by: Ross Tomlin, Instructional Dean

A. Issue

The College just received an Incentives Grant from CCWD (Department of Community Colleges and Workforce Development), (federal funds from DOL routed through the state) in the amount of \$70,950 that will focus on the development of a Career Pathway for the Health Information Technology program over the next year.

B. Discussion/History

The college received a Career Pathways Incentives Grant last year to develop the self-paced classes in the Automotive Technology program in Madras, focusing on English language learners. The CCWD, through money from the federal DOL, offered a second round of incentives grant money this fall.

Each ESD region was eligible to submit a proposal. A team of faculty and staff from the college attended a state-wide Career Pathways workshop this summer and then met to discuss a proposal for this round of funding. Because of an increasing need for trained employees in the health services industry, an existing program at Central Oregon Community College (COCC), the **Health Information Technology (HIT)** program, was chosen to be restructured to reflect a comprehensive career pathway. The proposal was accepted and the grant project will begin this month and run until next January.

Pathway development will include participation with high schools, industry, the Oregon Employment Department (OED), Central Oregon Intergovernmental Council (COIC), the Regional Workforce Investment Board (RWIB) and other partners identified as pertinent to the successful development of a useful program. The project will result in a revised curriculum which will include multiple entry and exit points, modularized courses, hybrid courses, online delivery, increased outreach and a pathway "template" that can be adapted to any Career and Technical Education (CTE) program at COCC.

New certificates in Entry Level Coding, Medical Secretary, and Insurance Information will be developed, providing additional sets of skills leading to employment or to the AAS degree, as well as additional entry and exit points for students.

An initial career pathway roadmap for HIT was developed in the Career Pathway Academy in June 2005. It will be expanded and improved, and included in a new color program brochure that will be distributed to ABE students, regional high schools and middle schools, employment departments, human service agencies, other locations where potential students will see them. The roadmap will highlight the expanded entry and exit points with positions and salaries. It will also show the involvement of the other project partners, including the employment department, universities, and other state agencies. A marketing campaign will be launched to include the color brochures, CDs with video and audio, web pages, radio

spots, newspaper articles and notices. This information will be disseminated through partner organizations, local junior and high schools, employment offices and training centers throughout the region.

A curriculum guide (education plan) will be developed for ABE and high school students interested in a HIT career that will prepare them for smooth transition into the HIT program. It will include articulated courses and other high school courses students should take. The guide will focus on outcomes that are needed to prepare for college courses as well as those required in the Oregon Skill Sets- Career Related Learning Standards. This curriculum guide will be communicated to all high school and middle school counselors, along with all 8th and 9th grade students and their parents.

Articulation agreements will be formalized between COCC and OIT and OHSU for the acceptance of all AAS degree requirements by the two universities toward a BS degree in HIT.

A mobile laptop computer lab will be purchased that can be used by high school health instructors to teach 3-4 modules of HIT medical terminology outcomes. High school students can then complete the course online to receive college credit. The model will be run in Redmond high school the first year, expanding other high schools the next year. An oversight team made up of the HIT faculty and Allied Health Department Chair, ESD Perkins Coordinator, COCC Perkins Coordinator, ABE Director, and the Instructional Deans will meet regularly to ensure the grant goals and objectives are being met successfully and on time.

**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: James R. Jones-Vice President and Chief Financial Officer

A. Issue

Potential development of COCC property

B. Discussion/History

As part of its response to COCC's likely future constrained fiscal situation, the Board previously directed staff to investigate options for using the College's real estate assets to provide on-going income without compromising the College's long term capacity for growth. In response to this directive, the College retained the firm of Shields, Oblitz and Johnsen to consider development options for the approximately 13 acres it owns south of the Mt. Washington Drive and Shevlin Park Road roundabout. Their presentation will outline a development strategy for the property and present several development options.

Additionally, broader strategies for the development of College property will be discussed. This includes consideration for the property at the southern edge of the campus, generally parallel to Shevlin Park Road. In the 2002 College Facilities Masterplan, this area was set aside for potential partnership activities; specifically an Aquatic/Fitness Center and a College/Cultural Partnership. Since that time, the Bend Metro Park and Recreation District has selected a site by the Deschutes River for the aquatic/fitness center and it does not appear likely that the proposed center for performing arts will be located on College property.

The College has been approached regarding development this property. In lieu of responding to particular proposals, it is suggested that the College advertise for and receive conceptual proposals for development of the property. The purpose of this will be to provide the Board of Directors with the largest number of options for potential future consideration.