



CENTRAL OREGON **REVISED**
 COMMUNITY COLLEGE
 Board of Directors' Meeting – AGENDA
 Wednesday, July 9, 2014 – 6:00 PM
 Christiansen Board Room
 Boyle Education Center Bldg.

TIME**	ITEM	ENC.*	ACTION	PRESENTER
6:00 pm	I. Call to Order			Chair-Abernethy
	II. Election of 2014-15 Chair & Vice Chair			
	III. Introduction of Guests			
	IV. Public Hearing and Testimony			
6:05 pm	V. Agenda Changes			
6:07 pm	VI. Consent Agenda***			
	A. Minutes			
	1. Regular – July 9, 2014	6.a	X	Smith
	B. Personnel			
	1. New Hire Report (June 2014)	6.b	X	Sorenson ^A
	C. Approval to Hire			
	1. Kjemhus-Spahr	6.c	X	Sorenson ^A
	D. Revised Admin/Conf/Super Contract Renewals 2014-15	6.d	X	Sorenson ^A
	E. Residence Hall Suite Furniture Purchase	6.e	X	Moore ^A
	F. ASCOCC Budget & Update	6.f	X	Moore ^A
6:10 pm	VII. Information Items			
	A. Financial Statements	7.a		Bloyer ^A
	B. Construction Projects - Update	7.b		McCoy ^A
	C. Academic Master Plan 2015-18	7.c*		Harper/ AbasaNyarko ^P
	D. Summer School Enrollment			Moore/Middleton ^P
6:35 pm	VIII. Old Business			
	A. Presidential Profile/Advertisements	8.a*	X	Craska-Cooper/ Paradis ^P
6:40 pm	IX. New Business			
	A. Grant Exception to CCRP.320-Surplus Prop.	9.a	X	Newby ^A
6:45 pm	X. Board of Directors' Operations			
	A. <u>Board Committee Appointments</u>	10.a*		Chair
	1. <u>Standing Committee/Appointments</u>			
	a. Board Self-Evaluation Committee			
	b. President's Evaluation Committee			
	c. Audit & Finance Committee			
	2. <u>Consultative</u>			
	a. Sub-Committee on Policy Review			
	b. Real Estate Committee			
	c.			



Central Oregon Community College
Board of Directors' Meeting
MINUTES
Wednesday, June 11, 2014- 6:00pm
Christiansen Board Room
Boyle Education Center

PRESENT: David Ford, Charley Miller, Bruce Abernethy, Laura Craska-Cooper, Vikki Ricks, Joe Krenowicz, Ron Bryant-Board Attorney, Dr. James Middleton-President, Ron Paradis-Director of College Relations/Minutes

ABSENT: Anthony Dorsch

INTRODUCTION OF GUESTS: Charles Abasa Nyarko, Matt McCoy, Shirley Metcalf, Kevin Kimball, Alicia Moore, Ron Paradis, David Dona, Sally Sorenson, Lisa Bloyer, Joe Viola, Kathy Smith, Carol Higginbotham, Jim Weaver, Lester Friedman-Budget Committee, Jerry Schultz, Renee Brazeau-Asher, Becky Plassmann

ADJOURN BOARD OF DIRECTORS' PUBLIC MEETING

FORMAL OPENING OF PUBLIC HEARING AND TESTIMONY FOR 2012-13 BUDGET

Budget Hearing Input: None

RECONVENE REGULAR PUBLIC BOARD OF DIRECTORS' MEETING

ADOPTION OF THE COLLEGE BUDGET FOR 2014-2015

BUDGET RESOLUTION – I (Exhibit: 6.a):

Mr. Joe Krenowicz moved to adopt the 2014-2015 budget, Resolution I (Exhibit: 6.a) approved by the Budget Committee on May 14, 2014.

Ms. Vikki Ricks seconded. MCU. Approved. M06/14:1

APPROPRIATION RESOLUTION OF 2014-2015

BUDGET RESOLUTION – II (Exhibit: 6.b):

Ms. Vikki Ricks moved to adopt Appropriation Resolution II (Exhibit: 6.b).

Mr. David Ford seconded. MCU. Approved. M06/14:2

LEVY PROPERTY TAXES 2014-2015

BUDGET RESOLUTION – III (Exhibit: 6.c):

Mr. Joe Krenowicz moved to approve the Levy of Property Taxes, Resolution III – Exhibit: 6.c. Mr. David Ford seconded. MCU. Approved. M06/14:3

President Middleton thanked the Budget Committee members for their time and participation in 2014-2015 budget process. He also thanked the Accounting Staff for their good work in preparing the 2014-15 budget.

PUBLIC HEARING AND TESTIMONY:

None.

AGENDA CHANGES: *Addition to: Exhibit: 9.j – Charles Abasa Nyarko*

CONSENT AGENDA:

Mr. David Ford moved to approve the Consent Agenda (Exhibits: 9.a1-9.j).

Ms. Vikki Ricks seconded the motion. MCU. Approved. M06/14:4

BE IT RESOLVED that the Board of Directors reviewed and approved the Budget and Regular Meeting Minutes of May 14, 2014 (Exhibits: 9.a1, 9.a2);

BE IT RESOLVED that the Board of Directors reviewed and approved the May 2014 New Hire Report (Exhibit: 9.b1);

BE IT RESOLVED that the Board of Directors approves the employment contracts for Jennifer Shew, Tina Hovekamp, Michael Waller, Cindy Elston, Beth Palmer and Wendi Wampler (Exhibits: 9.c1, 9.c2, 9.c3);

BE IT RESOLVED that the Board of Directors do hereby authorize interfund borrowing between the various funds and programs of the College (Exhibit: 9.d1);

BE IT RESOLVED that the Board of Directors do hereby approve James E. Middleton (July 1 – September 5), Shirley Metcalf (September 1 – June 30), Matthew J. McCoy and Kevin E. Kimball as custodians of funds and the aforementioned financial institutions as depositories of district funds (Exhibit: 9.d2);

BE IT RESOLVED that the Board of Directors do hereby designate James E. Middleton as Budget Officer and Clerk of the District (July 1 – September 5), Shirley Metcalf (September 1 – June 30), and Kevin E. Kimball and Matthew J. McCoy be the designated Deputy Clerks, and Sharla Andresen be delegated limited signing authority as specified in Section B for the period of July 1, 2013 through June 30, 2014 (Exhibit: 9.d3);

BE IT RESOLVED that the Board of Directors do hereby authorize the transfer of budget and equal amount of appropriation authority as specified in the attached budget change form (Exhibit: 9.e&9.e1);

BE IT RESOLVED that the Board of Directors does hereby approve emeritus status for retiring faculty: Tom Carroll, Karen Huck, James Kress, Christine Ott-Hopkins, Margaret Peterson and Bill Simpkins (Exhibit: 9.f&9.f1);

BE IT RESOLVED that the Board of Directors does hereby approve the recommendation by the COCC Insurance Committee to renew the five health plans, two dental plans, and vision plan for the 2014-15 benefit plan year (Exhibit: 9.g);

BE IT RESOLVED that the Board of Directors does hereby approve the Temporary Personnel Services (Exhibit: 9.h);

BE IT RESOLVED that the Board of Directors approves the rehire recommendations for faculty members for the academic year 2014-15 as corrected and identified in (Exhibit: 9.i);

BE IT RESOLVED that the Board of Directors does hereby approve the Administrative, Confidential, Supervisory Rehire (Exhibit: 9.j).

INFORMATION ITEMS:

Financial Statements – (Exhibit: 10.a)

The Board of Directors' were apprised of the April 2014 Financial Statements.

Construction Update – (Exhibit: 10.c)

The Board of Directors' were apprised of the monthly (May 2014) Construction Projects Updates for the

- Technology Education Center
- Ochoco Remodel
- Residence Hall
- Veterinary Tech Remodel.

Maintenance Project List for 2014-15 (Exhibit: 10.d)

Mr. Joe Viola-Director of Campus Services reviewed the proposed Maintenance Projects for 2014-15.

Ms. Craska-Cooper requests that the college develop a “reserve study” to better know future needs.

7:00 pm Ms. Vikki Ricks left the meeting.

OLD BUSINESS:

Achievement Compact 2014-15 (Exhibit: 11.a)

Ms. Laura Craska-Cooper moved to approve the Achievement Compact 2014-15.

Mr. Joe Krenowicz seconded. MCU. Approved. M06/14:5

NEW BUSINESS:

Property Tax Exemption Request (Exhibit: 12.a)

Mr. Charley Miller moved to approve the request from Pacific Crest Affordable housing for a 20 year property tax exemption for the Prineville senior affordable housing project referred to as the IronHorse Lodge project. Mr. David Ford seconded. MCU. Approved. M06/14:6

Presidential Search Committee

The Board reached consensus to reduce the size of the Presidential Search Committee from 18 to 14 members.

COCC Foundation

Mr. Jim Weaver-Executive Director of the Foundation reported that next year is the 60th Anniversary of the COCC Foundation.

President's Report

- Hammurabi Award for Masonry & Ceramic Tile / Health Careers Center Bldg.
- Thank You to Kathy Smith out-going Faculty Forum President
- Juniper Residence Hall is already at full capacity for next year.

ADJOURN to Executive Session: ORS 192.660(1)(d) Labor Negotiations
ORS 192.660 (1)(a) Employment of Public Officers

RECONVENE Regular Board of Directors Meeting

NEW BUSINESS - continued

Middleton Revised/Extended Contract (Exhibit: 12.c)

Mr. Charley Milled moved to approved President James E. Middleton's revised and extended contract (Exhibit: 12.c). Mr. David Ford seconded.*

MCU. - Miller, Ford, Craska-Cooper, Krenowicz, Abernethy

Approved. M06/14:7

Metcalf Contract (Exhibit: 12.d)

Mr. Joe Krenowicz moved to approved Interim President Dr. Shirley Metcalf's contract (Exhibit: 12.d). Mr. David Ford seconded.*

MCU. - Miller, Ford, Craska-Cooper, Krenowicz, Abernethy

Approved. M06/14:8

ADJOURN:

APPROVED;

ATTEST TO;

Mr. Bruce Abernethy-Board Chair

Dr. James E. Middleton, President

Exhibit: 6.b1
July 9, 2014
Approve: ___ Yes ___ No
Motion: _____

Central Oregon Community College
Board of Directors
NEW HIRE REPORT – June 2014

Name	Date Hired	Location	Job Title
Administrative Full-Time			
Kjemhus-Spahr, Karen	6/30/2014	Bend	Foundation Accountant
Shew, Jennifer	6/01/2014	Bend	HRIS Bus Mod Mngr
Temporary Hourly			
Brooks, Michael	6/25/2014	Bend	
Choi, Jason	6/25/2014	Bend	
Jones, Ryan	6/01/2014	Bend	
Montiel, Barrett	6/01/2014	Bend	
Ortega, Ramon	6/03/2014	Bend	

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by Sally Sorenson-Director of Human Resources

A. Action Under Consideration

Approve administrative employment contract for **KAREN KJEMHUS-SPAHR**, as a Full Time COCC Foundation Accountant.

B. Discussion/History

The employment contract for KAREN KJEMHUS-SPAHR is for an administrative position. This position was filled through a National College search. KAREN KJEMHUS-SPAHR will officially begin work on June 30, 2014.

C. Options/Analysis

Approve the employment contracts for KAREN KJEMHUS-SPAHR.
Decline approval of the employment contracts for KAREN KJEMHUS-SPAHR.

D. Timing

The COCC Foundation Accountant position for KAREN KJEMHUS-SPAHR is for a 12-month employment contract. For the current fiscal year, the initial employment contract period will be from hire date through June 30, 2014. 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 KAREN KJEMHUS-SPAHR.

F. Budget Impact

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

G. Miscellaneous

Ms. Kjemhus-Spahr completed a B.S. in Business Administration with a concentration in Finance through Oregon State University. She returns to COCC with over ten years of accounting experience. Having previously worked in the position of COCC Foundation Accountant position for three years, her previous work experience also includes Accountant positions with Clear One Health Plans and AmeriTitle, Inc.

Exhibit: 6.d
July 9, 2014
Approval ___ Yes ___ No
Motion _____

Central Oregon Community College
Board of Directors
RESOLUTION

Prepared by: Sally Sorenson, Director of Human Resources

A. Action Under Consideration

A request for approval of *revised* recommendation to rehire administrative, confidential and supervisory staff on the appropriate renewal documents for 2014-2015.

B. Discussion/History

Subsequent to the June 11, 2014 Board Meeting, several changes were noted and made to the list of annual employment contracts for administrative, confidential and supervisory employees for the 2014-15 fiscal year that was approved last month. A full list of administrative, confidential and supervisory employees for rehire is attached, with the changes noted in red.

One-Year contracts include the following:

- Temporary Contracts: Administrators funded by grant money or on temporary assignments.
- Probationary contracts: issued during the first three years of a regular exempt appointment.
- Regular appointment contracts: issued with the fourth year appointment.

Three-Year Contract requirements:

- Continuing contracts require the recommendation of the President. They are issued to administrators who have worked a total of ten years for COCC in an administrative position and are at Level 26 or above on the current administrative salary schedule.

C. Options/Analysis

Approve the revised rehire recommendations for administrative, confidential and supervisory staff on employment contracts as appropriate.

Decline the revised rehire recommendations for administrative, confidential and supervisory staff on employment contracts as appropriate.

D. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College approve the *revised* rehire recommendations for administrative, confidential and supervisory staff for the 2014-2015 fiscal year.

E. Budget Impact

Funds for administration, confidential and supervisory salaries are contained in the approved 2014-2015 budget.

**Approval to Rehire Administrative, Confidential and
Supervisory Staff for 2014-2015
(Revised 06/12/14)**

NAME	POSITION TITLE
------	----------------

*Added to the list at the 06/11/14 Board Meeting

**Added, moved or corrected after 06/11/14 Board Meeting

Temporary

Friant, Kalea	CASE Career Coach (Part Time)
Bauman, Tucker	ABS – DRCI Welding Program Director
Brecke, Richard	Construction Project Manager
Bruce, Tanya	Grants Coordinator
Hayes, Rick	Construction Project Manager
McCrea, Darren	Bond Technology Project Manager
Narum, Janet	Director of Corrections Education, DRCI

Probationary

*AbasaNyarko, Charles	Vice President for Instruction
Armour, John	Curriculum and Workforce Data Coordinator
Beaulieu, Mike	Campus Services Operations Supervisor
Bernard, Megan	Student Life / Juniper Hall, Resident Director
Boone, Aaron	ITS Systems Administrator
Capozzola, Dianne	Assistant Director of Human Resources
Cervantes, Willan	Latino College Preparation Program Coordinator
Curley, Steven	SBDC Director
Dymond, Wesley	Information Security Administrator
Elliott, Seth	Campus Public Safety Supervisor
Fisher, Michael	Instructional Dean
Ford, Courtney	Director of Admissions and Registrar
Frost, Jason	Assist Dir. of Admissions and Records – Curriculum and Technology
Gunnell, Christa	Human Resources Employment Supervisor
Graham, Caren	Marketing & Operations Manager
Gregoire, Deborah	PT Academic Advisor
Harris, Chad	Instructional Dean
Hayes, Tyler	Financial Aid Advisor
Hovekamp, Tina	Director of Library Services
**Huckins, Shelley	Payroll Supervisor
Jones, Drew	Assistant Director, Recruitment & Outreach
Jordan, Bonnie	PT Academic Advisor
Parisi, Leslie	Tutoring Coordinator, Writing Center
**Payne, Frank	Assistant Director of the Bookstore
McCoy, Christopher	Custodial Supervisor – Nights
Metcalf, Aimee	Assistant Director of College Relations
Metcalf, Shirley	Extended Learning Dean

Mills, Chris	Student Module Manager / Analyst
Newby, Jennifer	Instructional Dean
Nichols, Brittany	Development Officer - Foundation
Pantenburg, Leon	PT Student Newspaper Advisor
Ricketts, Gina	Native American Program Coordinator
Rogers, Barry	Senior Web Developer
Roshau, Kristine	Instructional Technical Systems Specialist
Schulz, Gerald (Jerry)	Director of Continuing Education
Shew, Jennifer	HRIS/Business Module Manager
Sorenson, Sally	Director of Human Resources
Sphatt, Nick	Director of EMS & Structural Fire
Stock, Ryan	Facilities Maintenance Manager
Sylwester, Breana	Assistant Director, Financial Aid
Towne, Silas	Supervisor, Science Lab Techs & Tutors
Wright, Beth	PT Placement Test Coordinator

Regular

Andresen, Sharla	Director of Contracts & Risk Management
Barry, Seana	Assistant Director - Admissions & Records
Bellusci, Sharon	Student Services Technology Coordinator
Bennett, Jim	Security Coordinator
Beyer, Pamela	Financial Aid Technical Specialist
Boehme, Laura	Assistant Director ITS / Infrastructure
Bowling, Michael	Institutional Systems Analyst
Chavez, John	Academic Advisor
Cecchini, Daniel	Director of Information Technology
Coil, Carrie	Foundation Accountant (retiring Summer 2014)
Darwin, Julian	Culinary Program Manager
DeBaal, Wade	Assistant Network Administrator
DeSilva, Michele	Emerging Technologies Librarian
Kalanquin, Diana	Academic Advisor/Allied Health
Dona, David	Associate CFO
Donnell, Scott	Web Designer
Douglass, William	Director Club Sport, Intramural Recreation
Dula, Tracy	Coordinator of Career Services
Egertson, Chris	Research Analyst
Elsberry, Shawna	Director of Student Retention
Floyd, Jeff	Senior Network Administrator
Hagan, Deborah	Director of Secondary Programs
Hagenbach, David	Sign Language Interpreter
Jeffreys, Cynthia	Systems Integrator
Jumper, Nancy	Community Learning Program Manager
Kimball, Kevin	Chief Financial Officer
Knox, Rachel	Community Learning Program Manager
Kristiansen, Suzie	COCC Campus Administrator, Prineville
Lantis, Glenda	Community Learning Program Manager
**Manriquez, Stephanie	Program Director – LMT (.75 FTE) (FT since 7/1/13)
Matsumura, Jessie	Applications Analyst/Programmer

Mosier, Julie	Purchasing Coordinator
Multop, Kevin	Director of Student Financial Aid
Niswonger, Paul	Linux Systems / Oracle Database Administrator
Pederson, Jeffrey	Systems Administrator
Pierce, Brynn	Director of Institutional Effectiveness
Podell, Keri	PT Academic Advisor
Price, Gordon	Director of Student/Campus Life
Richards, Jeff	Engineering Systems Coordinator
Roth, Karen	Director of Multicultural Activities
Roy, Lynn	MIS Business Systems Programmer
Sandoval, Evelia	Latino Student Program Coordinator
Sea, Edward	Assistant Director, ITS / MIS
Smith, Kellie	Director of Tutoring and Testing Center
Snead, Courtney	COCC Campus Administrator, Madras
Stennett, Paul	Community Learning Program Manager
Underdal, Taran	Student Activities Coordinator
Viola, Joe	Director of Campus Services
Jenkins, Annie	Disability Services Coordinator
Wheeler, Paul	Student Housing Coordinator
Wilcox, Jim	Business Counselor

Currently on 3-Year Contracts

Bloyer, Lisa	Director of Accounting
McCoy, Matthew	Vice President for Administration
Moore, Alicia	Dean of Students and Enrollment Services
Paradis, Ron	Director of College Relations
Viles, Vickery	Director of CAP Center
Weaver, James	Executive Director, Foundation
Willis, Lori	Director of the Bookstore and Auxiliary Service

Confidential/Supervisory

Newcombe, Stephen	Administrative Assistant – VPI
Peters, Jennifer	Administrative Assistant 2 – VP for Administration
Smith, Julie	Executive Secretary – President and Board of Directors

**COCC BOARD OF DIRECTORS
RESOLUTION**

New Residence Hall: Room Furniture Contract

Prepared by: Julie Mosier, Purchasing Coordinator
Alicia Moore, Dean of Student & Enrollment Services

A. Action Under Consideration

Award contract to Oregon Corrections Enterprise (OCE) for purchase of Residence Hall Suite Furnishings to accommodate 330 students for an amount not to exceed \$569,730.

B. Discussion/History

Contracts with other government agencies are not subject to the competitive solicitation requirements, as per ORS 279A.025; however, the College carefully reviewed competitive pricing options before deciding to pursue a contract with OCE. The enterprise program through OCE provides skills training to inmates in both computer-aided drafting (CAD) and woodworking, and the products made by the program are solidly built and made with locally sourced materials. OCE has provided residence hall furniture for other Oregon universities, including Oregon State University and University of Oregon and meets or exceeds the same quality and service standards as other vendors.

Suite furniture from OCE will include a bed frame (including lofting and/or bunk materials), wardrobe, and desk for each resident. Mattress and study chair will be purchased through another vendor.

C. Options/Analysis

Award the contract to OCE for an amount not to exceed \$569,730.
Not award the contract to OCE and competitively solicit the furniture.

D. Timing

Approval at this time will enable the vendor to begin production of the furniture and install the goods in accordance with the building schedule.

E. Recommendation

Be it resolved that the Board of Directors do hereby direct that a contract be executed for an amount not to exceed \$569,730 to Oregon Corrections Enterprises for suite furnishings for the new Residence Hall.

F. Budget Impact

The contract price falls within the scope of the approved furniture, fixtures, and equipment (FFE) budget.

Exhibit: 6.f
July 9, 2014
Approve: ____ Yes ____ No
Motion: _____

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

**Resolution: 2014-15 Budget for the
Associated Students of Central Oregon Community College (ASCOCC)**

Prepared by: Alicia Moore, Dean of Students and Enrollment Services

A. Action under Consideration

Approve the 2014-15 Associated Students of Central Oregon Community College (ASCOCC) budget.

B. Budget Development Process

During spring term of each year, the ASCOCC Council coordinates a process to develop the budget for the upcoming academic year. A general outline of the process is:

- ASCOCC sets a baseline budget based on current year expenditures.
- The budget is distributed to the general campus community and interested parties are asked to submit new budget requests.
- ASCOCC considers new budgets requests and updates the draft budget.
- The draft budget is reviewed by the ASCOCC Student Budget Committee (joint student and faculty/staff committee), comprised of three ASCOCC Council members, two at-large students, and two College-appointed faculty or staff. If the ASCOCC Budget Committee agrees with the recommended budget, it is forwarded to the Dean of Student and Enrollment Services for recommendation to the COCC Board of Directors. If the Committee does not agree with the recommendation, the budget is sent back to ASCOCC for revision.

Note that there will be significant changes beginning with the 2015-16 budget. Highlights include:

- A Student Fee Committee will allocate fees to ASCOCC, The Broadside, and Club & Intramural Sports; each of these groups receive significant student fees annually and have a College-hired advisor whose primary responsibility is to advise these organizations and/or coordinate activities.
- Consistent with the College's budget process, this process will begin in January.
- The allocations will be final for The Broadside and Club & IM Sports; ASCOCC will coordinate a campus wide budget process, allowing students and other interested parties to request funds, provide feedback on the proposed ASCOCC budget, and develop a final budget proposal during spring term.
- Consistent with other College budget processes, the Board will approve the general budget through its budget process, but will not approve a detailed, line-by-line budget as it does now with ASCOCC. The line-by-line detailed budget will be approved by the Dean of Student and Enrollment Services.

C. 2014-15 Budget Highlights

The detailed budget is attached. Highlights include:

- COCC estimated student activity fees at \$242,700 for 2014-15; in addition to an anticipated \$20,000 in carry over dollars, the total ASCOCC 2014-15 budget is \$262,700.
- ASCOCC crafted new bylaws during the 2013-14 academic year, which created a new organizational structure and several new leadership positions; these changes also included changes to ASCOCC salaries. Even with the new leadership positions, the allocation to salaries remains relatively similar to prior years. Salary and payroll assessments represent 17.8% of the 2014-15 ASCOCC budget.
- 37.5% to materials and supplies, marketing and promotions, training, and specialty programs (Bobcat Orientation, STRIVE, Nancy R. Chandler Visiting Scholarship program).
- 19.5% is dedicated to The Broadside student newspaper, Club and Intramural Sports, and CET bus passes).
- 25.1% to student clubs (Criminal Justice, gaming, gay-straight alliance, philosophy, veterans).

No dollars were allocated to the ASCOCC Reserve Account as this account currently exceeds its minimum threshold of 10%.

C. Options/Analysis

Approve 2014-15 ASCOCC Budget.
Recommend changes to the 2014-15 ASCOCC Budget.
Decline to approve the 2014-15 ASCOCC Budget.

D. Timing

Action is requested at this meeting so that so that the new budget is in place to support summer term operations.

E. Recommendation

Be it resolved that the governing Board of Central Oregon Community College approves the 2014-15 ASCOCC budget as presented.

F. Budget Impact

The recommended budget falls within the spending authority of the College's non-general fund budget passed earlier this year.

	Budgeted 2013-2014	Revised Budget 2013-2014	ASCOCC Approved 2014-2015	Budget Comm. Approved	Budget Comm w/priority Approved	ASCOCC New Proposed 2014-2015	ASCOCC Comments
REVENUE							
Student Fees	\$ 318,000	\$ 315,000	\$ 242,700			\$ 242,700	Fiscal services provided anticipated student activity fee revenue
Carry Over - Previous Fiscal Year	\$ 140,000	\$ 93,816	\$ -		\$ 20,000	\$ 20,000	Anticipated roll over amount from 13-14 fiscal year
Total Revenue	\$ 458,000	\$ 408,816	\$ 242,700		\$ 20,000	\$ 262,700	
EXPENSES							
Direct Expenses: Salary							
Council Salaries	\$ 54,000	\$ 54,000	\$ 36,100			\$ 36,900	ASCOCC monthly stipend at (See Council Salaries for breakdown)
Assistant Payroll	\$ 18,000	\$ 18,000	\$ 8,400			\$ 8,400	Monthly stipend for assistants and Students to sit on COCC committees and task forces
Payroll Assessments	\$ 3,000	\$ 3,000	\$ 1,500			\$ 1,500	FICA, workman's comp and payroll assessments at 3.3%
Total Salary	\$ 75,000	\$ 75,000	\$ 46,000	\$ -	\$ -	\$ 46,800	
Capital Expenses							
Computer Replacement	\$ 4,500	\$ -	\$ -			\$ -	No computers scheduled for replacement this fiscal year (6 required 15-16 fiscal year)
Office Equipment	\$ 2,000	\$ -	\$ -			\$ -	No furniture schedule or required replacement this fiscal year
Total Capital	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ -	
Direct Expenses: Non-Salary							
Social Programs, Events, etc.	\$ 40,000	\$ 37,000	\$ 30,000			\$ 30,000	Programs such as bowling, movie night, ect. 9K for fall/winter/spring & 3K summer
Branch Campus Programs	\$ 14,000	\$ 10,000	\$ 8,000	\$ 1,000		\$ 9,000	6K for events, and programs, 2K for welcome week programming, 1K for travel
Materials & Office Supplies	\$ 4,000	\$ 4,000	\$ 3,000			\$ 3,000	Office supplies such as paper, toner, and pens
Marketing & Promotions	\$ 9,000	\$ 9,000	\$ 7,000		(9) \$2,000	\$ 9,000	Local ads (Broadside) and other promotional materials
Special Interest Projects	\$ 7,000	\$ 500	\$ -			\$ -	Provide volunteers and promotional support and no longer provide monetary funding
Training & Development	\$ 13,000	\$ 16,000	\$ 6,000			\$ 6,000	Council members to improve leadership skills by attending OSA sponsored programs
Unbudgeted/Unallocated	\$ -	\$ -	\$ -			\$ -	Unallocated funds are no longer supported by ASCOCC by-laws and practices
CET Branch Campus	\$ 8,000	\$ 8,000	\$ -			\$ -	Redmond CTE bus stop funding commitment ended in June 2014
Memberships	\$ 3,500	\$ 3,500	\$ 14,000	\$ (4,000)	(7) \$4,000	\$ 14,000	Oregon Student Association (OSA) & Costco memberships
Council Travel	\$ 5,000	\$ 9,000	\$ 4,000			\$ 4,000	Mileage and rental cars for traveling to meetings, events, & OSA programs/meetings
Bobcat Orientation	\$ 13,000	\$ 13,000	\$ 7,500		(2) \$1,500	\$ 9,000	Support for incoming students to familiarize them with COCC and ASCOCC
Strive Program	\$ 13,000	\$ 13,000	\$ -			\$ -	One year pledge of support that ended in 12-13 fiscal year
Paw Prints	\$ 2,500	\$ 2,500	\$ 1,500		(10) \$1,000	\$ 2,500	Student with children focused programs, one per term, and graduation event
Visiting Scholars Program	\$ 5,000	\$ 5,000	\$ 3,000	\$ 1,000		\$ 4,000	Funding to provide free student tickets to events and programs
Campus Events	\$ 11,000	\$ 11,000	\$ 8,000			\$ 8,000	1K Asian Pacific Islander Festival, 3K Cinco de Mayo, 3K Salmon Bake, 1K Lunar New Year
Juniper Hall Programs & Events	\$ 5,000	\$ 3,000	\$ -			\$ -	Welcome packs and other related events for Juniper to come from term's social program fund
Campus Initiatives	\$ 80,500	\$ 58,300	\$ -			\$ -	Allocated funds expended during 13-14 fiscal year and no longer require funding commitments
Bike Racks & Benches	\$ 10,000	\$ -	\$ -			\$ -	Determined funding unavailable and scope of project should be funded by COCC campus services
Childcare	\$ 10,000	\$ -	\$ -			\$ -	Determined funding unnecessary until commitment or further development from COCC
TV Displays for Branch Campuses	\$ 15,000	\$ 15,000	\$ -			\$ -	Paid in 13-14 fiscal year for 3 displays and additional funding no longer necessary
Water Bottle Filling Stations	\$ 10,000	\$ 10,000	\$ -			\$ -	Paid in 13-14 fiscal year for 5 stations and additional funding no longer necessary
Memorial for Students	\$ 5,000	\$ 5,000	\$ -			\$ -	Paid in 13-14 fiscal year for construction and additional funding no longer necessary
Campus Garden	\$ 14,056	\$ 14,056	\$ -			\$ -	Paid in 13-14 fiscal year to build garden infrastructure, future funding within club's budget
Graduation Gowns	\$ 1,000	\$ 800	\$ -			\$ -	Paid in 13-14 fiscal year and provided free gowns to low income students
Oregon Student Association	\$ 13,444	\$ 13,444	\$ -			\$ -	Paid in 13-14 fiscal year and moved to membership for continued funding into the future
CCB Printers & Computer	\$ 2,000	\$ -	\$ -			\$ -	ITS & Karen Roth provided input that not a feasible or supported project
Total Non-Salary	\$ 233,500	\$ 202,800	\$ 92,000	\$ (2,000)	\$ 8,500	\$ 98,500	
STGOVT Grand Total	\$ 315,000	\$ 277,800	\$ 138,000		\$ 8,500	\$ 145,300	
CTE Pass Subsidy							
CTE Pass Subsidy	\$ 12,000	\$ 12,000	\$ 9,000	\$ 2,000	(1) \$1,000	\$ 12,000	Subsidize student bus passes at a reduced cost for students
CTE Pass Grand Total	\$ 12,000	\$ 12,000	\$ 9,000	\$ 2,000	\$ 1,000	\$ 12,000	
Broadside							
Broadside Newspaper Program	\$ -	\$ -	\$ 24,800	\$ -	(5) \$1,500	\$ 26,300	Supporting the student newspaper on campus
Broadside Grand Total	\$ -	\$ -	\$ 24,800	\$ -	\$ 1,500	\$ 26,300	

Council Salaries	Monthly	Year	months a year
President	\$ 500	\$ 6,000	12
Vice President of ASCOCC Affairs	\$ 400	\$ 4,800	12
Vice President of Legislative Affairs	\$ 400	\$ 4,800	12
Treasurer	\$ 400	\$ 4,800	12
Director of Branch Campus Initiatives	\$ 350	\$ 3,500	10
Director of Public Relations	\$ 350	\$ 3,500	10
Direct of Clubs and Events	\$ 350	\$ 3,500	10
Events Coordinator	\$ 300	\$ 3,000	10
Student Affairs Coordinator	\$ 300	\$ 3,000	10
Total	\$ 3,350	\$ 36,900	

Assistant Salaries	Monthly	Year	
Executive Council Assistant	\$ 250	\$ 2,000	8
Legislative Affairs Assistant	\$ 200	\$ 1,600	8
Office Assistant	\$ 200	\$ 1,600	8
Accounting Assistant	\$ 200	\$ 1,600	8
Clubs and Events Assistant	\$ 200	\$ 1,600	8
Total	\$ 1,050	\$ 8,400	

Criminal Justice	\$ 6,300.00
Culinary Program	\$ 6,000.00
Nursing Program	\$ 5,965.00
Massage Therapy Program	\$ 1,040.00
Native American Program	\$ 6,300.00
Aviation Program	\$ 4,500.00
ECE Club Program	\$ 2,250.00
Visiting Scholars Program	\$ 5,000.00
Cascades Adventures	\$ 5,000.00
Latino Student Program	\$ 6,120.00
Study Abroad	\$ 5,000.00
Professional Development	\$ 10,000.00
Student Life: Miscellaneous	\$ 500.00
Garden Club	\$ 2,500.00
COPE	\$ 4,950.00
Juniper Hall: Miscellaneous	\$ 2,500.00
Total	\$ 73,925.00

	Actual	Estimate on 13-14
REVENUE		
Student Fees	\$ 325,000.00	\$ 207,000.00
Carry Over - Previous Fiscal Year	\$ 123,000.00	\$ 140,000.00
Total Revenue	\$ 448,000.00	\$ 347,000.00
EXPENSES		
Direct Expenses: Salary		
Council Salaries	\$ 54,000.00	\$ 58,000.00
Assistant & Committee Member Payroll	\$ 15,000.00	\$ 17,000.00
Payroll assesments	\$ -	\$ 3,000.00
Total Salary	\$ 69,000.00	\$ 78,000.00
Capital Expenses		
Computer Replacement	\$ 2,000.00	\$ 3,000.00
Office Equipment	\$ 2,000.00	\$ 3,000.00
	\$ 4,000.00	\$ 6,000.00
Direct Expenses: Non-Salary		
Social Programs, Events, etc.	\$ 34,945.97	\$ 40,444.00
Branch Campus Programs	\$ 5,482.48	\$ 15,000.00
Materials & Office Supplies	\$ 3,149.92	\$ 4,500.00
Marketing (Promotions)	\$ 7,832.00	\$ 12,000.00
Special Interest Projects	\$ 6,900.00	\$ 8,000.00
Training & Development	\$ 16,730.15	\$ 15,000.00
Discretionary	\$ -	\$ 15,000.00
CET BRANCH campus allocation	\$ 4,500.00	\$ 8,000.00
Memberships	\$ 2,015.13	\$ 3,500.00
Council Travel	\$ 2,179.90	\$ 7,000.00
BobCat Orientation	\$ 3,525.25	\$ 13,000.00
Strive Program	\$ -	\$ 15,000.00
Visiting Scholars Program	\$ 5,000.00	\$ 5,000.00
Campus Events	\$ 7,432.00	\$ 11,000.00
Juniper Hall Programs & Events	\$ 3,700.00	\$ 5,000.00
Campus Initiatives	\$ -	\$ 85,556.00
Bike Racks & Benches		\$ 14,000.00
Childcare		\$ 20,000.00
TV Diplays for Branch Campuses		\$ 15,000.00
Water Bottle Filling Stations		\$ 10,000.00
Memorial for Students		\$ 5,000.00
Campus Garden		\$ 16,056.00
Graduation Gowns		\$ 1,000.00
CCB Printers & Computer		\$ 4,500.00

Total Non-Salary	\$ 103,392.80	\$ 263,000.00
STGOVT Grand Total	\$ 176,392.80	\$ 347,000.00
CTE Pass Subsidy		
CTE Pass Subsidy	\$ 12,000.00	\$ 12,000.00
CTE Pass Grand Total	\$ 29,000.00	\$ 12,000.00
Broadside		
Broadside Newspaper Program	\$ 32,500.00	\$ 32,000.00
Broadside Grand Total	\$ 69,445.97	\$ 32,000.00
Club Sports Program		
Club Sports Program	\$ 15,000.00	\$ 15,000.00
Club Sports Grand Total	\$ 17,015.13	\$ 15,000.00
STGPRM		
Criminal Justice	\$ 6,250.00	\$ 6,000.00
Culinary Program	\$ 6,000.00	
Nursing Program	\$ 2,000.00	\$ 30.00
Massage Therapy Program	\$ 1,000.00	\$ 2,000.00
Native American Program	\$ 6,000.00	\$ 1,000.00
Aviation Program	\$ 4,500.00	\$ 3,000.00
ECE Club Program	\$ 2,250.00	
Cascades Adventures	\$ 5,000.00	\$ 5,000.00
Latino Student Program	\$ 4,500.00	\$ 2,000.00
Study Abroad	\$ 5,000.00	\$ 5,000.00
Professional Development	\$ 15,000.00	\$ 15,000.00
Garden Club		\$ 1,000.00
Discretionary		
COPE		\$ 2,000.00
STGPRM Grand Total	\$ 232,461.10	\$ 42,030.00
STGCLB		
Student Clubs	\$5,500.00	\$10,000.00
Discretionary	\$ 11,500.00	\$ 5,000.00
STGPRM Grand Total	\$ 17,500.00	\$15,000.00
STGRVS		
Reserve Expenses	\$ 15,000.00	\$ 5,000.00
STGRSV Grand Total	\$ 15,000.00	\$ 5,000.00
Total Expenses	\$ 429,353.90	\$ 486,389.00

COCC Comments/Questions



ASCOCC monthly Stipend at \$750 per month for 6 council members
ASCOCC monthly stipend for assistants at \$180 for 7 assistants
FICA workmans comp

ASCOCC will be due for computer upgrades soon
Items as in printers or chairs and tables

10K per term for events
8K for events, 2K per campus for welcome week
office supplies such as Paper, toner, and pens
local ads (broadside, Flyers) and other promotional material
Support for student fosed local non-profits
Professional development for coucil members to improve leadership skills
for the incoming council members to decide
9 month subsidy for bus stop at Redmond Campus
OCCSA, ASACC & Costco
OCCSA meetings & traveling to branch campuses
Support for students that are incoming to COCC and their new persuit of school
Support for the native american program to introduce high schoolers to college
Support for student to study
Asian Pacific Islander Festival, Cinco de Mayo, Salmon Bake, Lunar New Year
Welcome packs, Halloween Hall, Paint the Deschutes, Welcome Back Event.
to support interest to students on campus
Bike racks and benches that will be placed around COCC
Child care subsidy for students
TV's and software systems for branch campuses
for Modoc, library, pioneer
Memeorial to honor students (rocks, trees TBD)
Garden and green houses that wil be built on the campus
buy graduation gowns to have on hand for students who cant afford them
Printers and computers for Veterans and multicultural center

[Redacted]

to support students for a cheaper bus system

supporting the student paper on campus

supporting sports for students on campus

Falls into tier 5
falls into tier 1
Helps students gain access to rafting trips
falls into tier 2
Helps students study abroad
Allows students to attend conferences of their study
falls into tier 1
falls into tier 2
#REF!

20 clubs with \$500 each

#REF!

STGPRM		
All Access Club	\$ 1,000.00	Falls into tier 1 with 5 active members
ASL Club	\$ 1,000.00	Falls into tier 1 with 5 active members
Aviation Program	\$ 3,000.00	Falls into tier 3 with 25 active members
Black Student Union	\$ 1,000.00	Falls into tier 1 with 7 active members
COPE	\$ 3,000.00	Falls into tier 3 with 25 active members
Criminal Justice	\$ 6,000.00	Falls into tier 5 with 80 active members
Culinary Program	\$ 3,000.00	Falls into Tier 3 with 25 active members
Drum Club	\$ 1,000.00	Falls into tier 1 with 10 active members
ECE Club Program	\$ 1,000.00	Falls into tier 1 with 10 active members
Garden Club	\$ 2,000.00	Falls into tier 2 with 20 active members
Latino Student Program	\$ 2,000.00	Falls into tier 2 with 20 active members
Massage Therapy Program	\$ 2,000.00	Falls into tier 2 with 15 active members
Native American Program	\$ 1,000.00	Falls into tier 1 with 10 active members
Nursing Program	\$ 3,000.00	Falls into tier 3 with 30 active members
Theatre Troupe	\$ 1,000.00	Falls into tier 1 with 7 active members
Titlakawan Aztec Dance	\$ 1,000.00	Falls into tier 1 with 7 active members
Truth Seekers	\$ 3,000.00	Falls Into tier 3 with 28 active members
Study Abroad	\$ 5,000.00	Provides additional funding for students to study abroad
Cascades Adventures	\$ 5,000.00	Provides COCC access to programs and trips
Professional Development	\$ 15,000.00	Allows students to attend conferences of their study
Discretionary	\$ 5,000.00	for student organization beyond allocation
STGPRM Grand Total	\$ 65,000.00	

STGCLB

Club Development	\$5,000.00	To allow for development and additional 10 clubs
Amer. Assoc. of Univ. of Women	\$500.00	Established less than a year
Capoeira Club	\$500.00	Established less than a year
Creative Writing Group	\$500.00	Less than 5 active members
Geo Information Tech Systems	\$500.00	Established less than a year
H2O Club	\$500.00	Established less than a year
Middle Ages Activity Club	\$500.00	Established less than a year
Military Science Club	\$500.00	less than 5 active members
Recycling Club	\$500.00	Established less than a year
RIP- Research & Investigation for P	\$500.00	Established less than a year
Sustainability Club	\$500.00	Less than 5 active members
Veterans Advisory Club	\$500.00	Established less than a year
Veterinarian Tech	\$500.00	Established less than a year
Unallocated	\$ 4,000.00	for student organizations beyond allocation
STGCLB Grand Total	\$15,000.00	

Central Oregon Community College
Monthly Budget Status
Highlights of May 2014 Financial Statements

Cash and Investments

The Colleges' operating cash balances currently total \$35.8 million. The May average yield for the Local Government Investment Pool remains unchanged at .54 percent.

The 2010 General Obligation Bond proceeds held in cash total \$1.2 million as of the end of May. COCC issued \$20.9 million in Full Faith & Credit bonds this month to construct the new Residence Hall. The bond proceeds were invested in the Local Government Investment Pool, commercial paper, and the US Bank bond account .

General Fund Revenues

All sources of revenue remain flat from the prior month. All inter-fund transfers-in have been posted for the year including \$300,000 from the PERS reserve account.

General Fund Expenses

The expenses include the scheduled annual inter-fund transfers-out for the fiscal year. Transfers-out have exceeded the budget due to the additional financial support provided to the COCC Foundation.

Budget Compliance

All appropriation categories are within budget.

Central Oregon Community College

Cash and Investments Report

As of May 31, 2014

College Portfolio	<u>Operating Funds</u>	<u>Bond Funds</u>	<u>Trust/Other Funds</u>
Cash in State Investment Pool			
Pool account 4089	\$34,963,934		
Pool account 5482			\$546
Pool account 3624			\$374,371
Pool account 3816		\$848,877	
Pool account 3844		\$398,188	
Pool account 3707		\$11,280,486	
May Average Yield .54%			
Cash in USNB	\$838,216		
Cash in USNB - Bond Funds		\$0	
Investments			
Commercial Paper		\$8,000,000	
Coupon Rate .20%			
Cash on Hand	\$4,300		
Total Cash	<u>\$35,806,450</u>	<u>\$20,527,551</u>	<u>\$374,917</u>

Central Oregon Community College
Monthly Budget Status
 May 2014

Exhibit 7a
 09-Jul-14

<u>General Fund</u>	<u>Adopted Budget</u>	<u>Year to Date Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget Current Year</u>	<u>Percent of Budget Prior Year</u>
Revenues					
District Property Taxes:					
Current Taxes	\$ 11,895,000	\$ 11,917,669	\$ 22,669	100.2%	100.54%
Prior Taxes	790,000	478,768	(311,232)	60.6%	83.20%
Tuition and fees	19,723,000	19,023,671	(699,329)	96.5%	97.64%
State Aid	6,291,000	6,739,794	448,794	107.1%	70.88%
Interest & Misc. Income	75,000	96,295	21,295	128.4%	103.14%
Transfer-In	1,745,000	1,745,000	-	100.0%	100.00%
Total Revenues	\$ 40,519,000	\$ 40,001,198	\$ (517,802)		
Expenses by Function					
Instruction	\$ 18,752,536	\$ 16,393,688	\$ 2,358,848	87.4%	88.58%
Academic Support	2,949,282	2,320,086	629,196	78.7%	81.27%
Student Services	4,602,112	3,702,732	899,380	80.5%	83.09%
College Support	4,833,106	4,092,490	740,616	84.7%	84.83%
Plant Operations and Maintenance	4,302,983	3,365,950	937,033	78.2%	75.73%
Information Technology	3,548,862	2,871,653	677,209	80.9%	83.30%
Financial Aid	52,897	50,890	2,007	96.2%	76.17%
Contingency	800,000	-	800,000	0.0%	0.00%
Transfers Out	2,674,060	2,684,596	(10,536)	100.4%	100.00%
Total Expenses	\$ 42,515,838	\$ 35,482,084	\$ 7,033,754		
Revenues Over/(Under) Expenses	\$ (1,996,838)	\$ 4,519,114	\$ 6,515,952		

Central Oregon Community College
Monthly Budget Status
 May 2014

Exhibit 7a
 9-Jul-14

	<u>Adopted Budget</u>	<u>Year to Date Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget Current Year</u>	<u>Percent of Budget Prior Year</u>
<u>Non General Funds</u>					
Debt Service Fund					
Revenues	\$ 4,372,766	\$ 4,141,597	\$ (231,169)	94.7%	96.79%
Expenses	4,488,590	2,608,899	1,879,692	58.1%	59.83%
Revenues Over/(Under) Expenses	\$ (115,824)	\$ 1,532,699	\$ 1,648,523		
Grants and Contracts Fund					
Revenues	\$ 1,917,602	\$ 860,393	\$ (1,057,209)	44.9%	55.14%
Expenses	2,029,866	1,029,179	1,000,687	50.7%	56.42%
Revenues Over/(Under) Expenses	\$ (112,264)	\$ (168,787)	\$ (56,523)		
Capital Projects Fund					
Revenues	\$ 30,498,168	\$ 25,820,473	\$ (4,677,695)	84.7%	31.71%
Expenses	27,998,138	13,471,730	14,526,408	48.1%	20.48%
Revenues Over/(Under) Expenses	\$ 2,500,030	\$ 12,348,744	\$ 9,848,714		
Enterprise Fund					
Revenues	\$ 7,201,733	\$ 4,244,431	\$ (2,957,302)	58.9%	60.19%
Expenses	7,744,533	3,606,988	4,137,545	46.6%	55.91%
Revenues Over/(Under) Expenses	\$ (542,800)	\$ 637,443	\$ 1,180,243		
Auxiliary Fund					
Revenues	\$ 9,997,435	\$ 7,827,002	\$ (2,170,434)	78.3%	88.67%
Expenses	10,397,527	7,986,955	2,410,572	76.8%	82.67%
Revenues Over/(Under) Expenses	\$ (400,092)	\$ (159,953)	\$ 240,139		
Reserve Fund					
Revenues	\$ 11,740	\$ -	\$ (11,740)	0.0%	0.00%
Expenses	480,000	379,689	100,311	79.1%	85.33%
Revenues Over/(Under) Expenses	\$ (468,260)	\$ (379,689)	\$ 88,571		
Financial Aid Fund					
Revenues	\$ 22,672,398	\$ 16,252,429	\$ (6,419,969)	71.7%	80.04%
Expenses	22,697,785	16,192,891	6,504,894	71.3%	80.22%
Revenues Over/(Under) Expenses	\$ (25,387)	\$ 59,538	\$ 84,925		
Internal Service Fund					
Revenues	\$ 389,095	\$ 301,651	\$ (87,444)	77.5%	79.59%
Expenses	410,070	283,350	126,720	69.1%	77.20%
Revenues Over/(Under) Expenses	\$ (20,975)	\$ 18,301	\$ 39,276		
Trust and Agency Fund					
Revenues	\$ 1,900	\$ 1,579	\$ (321)	83.1%	100.45%
Expenses	3,000	2,500	500	83.3%	88.91%
Revenues Over/(Under) Expenses	\$ (1,100)	\$ (921)	\$ 179		

Information Technology Update – June 2014

Current Projects

The **Redmond Technology Center** is a 34,000 square foot, two-story building under construction on our Redmond Campus. The building includes 9 classrooms, 3 computer labs, and 4 skills labs. The **A/V Systems** project will provide state-of-the-art audio and video systems as well as recording capability for several of the classrooms in the **Redmond Technology Center**. In addition to office space, the **Vet. Tech.** remodel will provide a pharmacy, x-ray room and hands-on lab experience for students. Depending upon final design, the **Ochoco** remodel could provide office space for faculty from both the Humanities and World Languages & Culture Departments. The **Residence Hall** project is an approximately 83,000 square foot, multi-level structure that will include cable television, internet and wifi service to 80 suites and 330 beds.

Schedule Status

The **Redmond Technology Center**, **Residence Hall**, **Vet., Tech. Remodel**, and the **Redmond Technology Center AV Systems** projects are all on schedule at this time.

Activity in June

Testing and certification of the CAT6 data cable, phone and fiber installations at the **Redmond Technology Center** are complete and the HVAC systems, lighting, electro-chromatic glass, door access control, alarm, fire panel, and irrigations systems are all running smoothly across the network. The COCC ITS Department has begun wiring furniture in the computer classrooms and installing additional network equipment and wireless access points. Delta AV, the AV Contractor, is now onsite full time and will continue the **A/V Systems installation** within the **Redmond Technology Center** through August of 2014. Design and low-voltage scope for the **Veterinary Technician** is complete. Work with Apogee, the **ResNet Services** provider, to review infrastructure within the **Residence Hall** should begin. Design and review of the **Ochoco** remodel is on hold until we have further direction.

Information Technology Update – June 2014

Photos – Redmond Technology Center



Wiring furniture for network connectivity – *Computer Classroom 137*



Electrochromatic glass install – *Community Room 209*

Information Technology Update – June 2014



AV lectern installations proceeding – all classrooms

Upcoming Activities – July

The COCC IT Department will finish wiring approximately 90 computer stations to support two 30-seat computer classrooms and a computer lab in **Redmond Technology Center**. In addition, the COCC IT Department will also begin testing systems and installing additional network equipment and wireless access points. The AV Contractor will continue with the **A/V Systems installation**, installing equipment racks and projectors within the **Redmond Technology Center**. Construction for the **Veterinary Technician** remodel should begin the second week of July and will include a low-voltage pathway to the building that will allow us provide internet and phone connectivity. Work with Apogee, the **ResNet Services** provider, should begin in earnest to review infrastructure within the **Residence Hall** should begin. Design and review of the **Ochoco** remodel is on hold until we have further direction.

Information Technology Update – June 2014

COCC Construction PM - Rich Brecke, 541-330-4375, email: rbrecke@cocc.edu

COCC Construction PM - Rick Hayes, 541-330-4391, email: rhayes@cocc.edu

COCC Technology PM - Darren McCrea, 541-383-7741, email: dmccrea@cocc.edu

General Contractor, Redmond Technology Center

Kirby Nagelhout Construction Company
20635 NE Brinson Blvd
Bend, OR 97701
541-389-7119

General Contractor, AV Systems Installation

Delta Systems Integration, Inc.
2450 NW Eleven Mile Avenue
Gresham, OR 97030
503-907-0137

General Contractor, Residence Hall

Lease Crutcher Lewis, LLC
550 SW 12th Avenue
Portland, OR 97205
503-223-0500

General Contractor, Veterinary Tech. Remodel

Sunwest Builders
2642 SW 4th Street
Redmond, OR 97756
541-548-7341

Ochoco Remodel – June 2014 Update

Scope

The remodeled Ochoco building will house both the Humanities and World Languages and Cultures departments. The primary focus will be on providing new office spaces to gather the departments into one area of the building. Both departments are currently widely dispersed across campus. Secondary goals for the project include improvements to the current classrooms and possible lab space for the departments. Secondary goals are dependent on how far the budget will stretch.

Budget Status

The current total project budget is \$1,778,000. See the attached for current estimates for the two scenarios that are currently being considered. The need for large scale asbestos mitigation was not expected and has impacted the budget. Funding is currently dedicated for Phase I only. Additional funds may be identified to complete the whole remodel.

Change Order Activity

N/A.

Schedule Status

The project will now be opening for Fall of 2015 regardless of the scope that is settled on. Bid date is projected for 9/18/14.

Recent Activity

We met with the City to discuss how they would like to see the drawings for this project. We settled on a phased permit and Pinnacle is making the necessary changes to the drawings to accommodate. Bidding approach went to counsel for review and recommendation.

Activity Next Month

Drawings will go in for permit. Bid documents will be prepared for an August 20th RFP.

Ochoco Remodel – June 2014 Update

Project Participants

COCC Stakeholder Group

Matt McCoy	-	VP for Administration
Jenni Newby	-	Instructional Dean
Amy Harper	-	World Languages and Cultures Department Chair
Stacy Donahue	-	Humanities Department Chair
Rich Brecke	-	Project Manager
Darren McCrea	-	Construction IT Specialist
Julie Mosier	-	Purchasing Coordinator

Design Team

Mark Rossi	-	Pinnacle Architecture
Mindy Lyman	-	Pinnacle Architecture
Peter Baer	-	Pinnacle Architecture

Contractor Group

TBD

Residence Hall June 2014 Status Report

Scope

Residence Hall project will provide approximately 330 beds for student housing, 320 of which are revenue generating. A floor and a half of support and common space will be provided within the middle section of the project. The building will be Earth Advantage Multi-Family Gold level certified. The project and parking lots will be accessed via a private drive off of Mount Washington Drive. 150 parking stalls will be provided. Summer programs will utilize the facilities and will be a revenue-generating source of community enrichment.

Budget Status

Project Budget included.

Design & Estimating Contingency Activity (within the GMP)

CR #2, parking lot changes to save tree, approved for a cost of \$412.

CR #5, changing doors within suites from hollow to solid core, approved for a cost of \$11,063.

CR #8, exiting hardware required from code review, approved for a cost of \$5,209.

CR #10, added site conduit sleeves for future use, approved for a cost of \$2,922.

CR #11, added exterior outlet for commencement power, approved for a cost of \$1,044.

CR #13, proof drilling at heavy point loads, approved for a cost of \$679.

Schedule Status

The project is on schedule and has a completion and move-in of summer 2015.

Activity in June

Waterline complete and being chlorinated.

Installed gas line into site.

Installed the majority of electrical conduits into the site.

Lower bar footing and underfloor plumbing continues.

Began building area subgrade creation and footing excavation at lower bar.

Completed the road and parking lot subgrade.

Obtained all remaining permits for project.

Installed gravel at area of the parking lot for contractor trailers and parking.

Relocated contractor trailers.

Continue building pad creation and footing excavation at middle bar.

Completed footings at lower bar. Continuing foundation walls at lower bar.

Began footing pours at middle bar.

Waterproofed retaining walls at lower and middle bars.

Activity planned for July

Complete rock retaining walls.

Complete electrical service into site and set transformer for temporary construction power.

Install sewer connection.

Complete lower bar footings, backfill, and pour slab on grade.

Begin wall framing at lower bar

Continue excavation for middle bar footings.

Continue middle bar footings, foundation walls, and backfill.

Begin footing excavation for upper bar.

Residence Hall June 2014 Status Report



Residence Hall June 2014 Status Report



Residence Hall June 2014 Status Report

Schedule	Start	Finish
Design Development Phase	June 2013	October 2013
City of Bend Pre-application meeting	July 2013	July 2013
Site Plan Application Submittal/Review	October 2013	January 2014
Commissioning Consultant Selection	November 2013	December 2013
Board decision: 25% Construction Documents	October 2013	October 2013
25% Construction Documents	October 2013	November 2013
Lease Crutcher Lewis Bidding/Reconciling	December 2013	January 2013
GMP Presentation	January 2014	January 2014
Construction Documents	January 2014	March 2014
Special Inspection Consultant procurement	February 2014	March 2014
Permit Review/Approval	March 2014	May 2014
Construction	April 2014	July 2015
Furnishing Move-in	July 2015	August 2015

Residence Hall June 2014 Status Report

Project Participants

COCC Steering Committee

James Middleton, President
Kevin Kimball, Chief Financial Officer
Gordon Price, Director Student Life
Joe Viola, Director Campus Services

Matt McCoy, Vice President of Administration
Alicia Moore, Dean of Students
Paul Wheeler, On-Campus Housing Coordinator
Rick Hayes, Project Manager

Design Consultant

Mahlum Architecture, 1231 NW Hoyt, Suite 102, Portland, Oregon 97209
Kurt Haapala, Principal, Seth Moran & Beth Brett, Senior Project Manager
Pinnacle Architects (Associates) Peter Baer, Principal, Mark Rossi, Project Manager

Construction Manager General Contractor

Lease Crutcher Lewis, 550 SW 12th Avenue, Portland, OR 97205
Tony Church, Senior Project Manager Mike Levesque, Project Manager
Ted Gayman, Superintendent Isaac Smith, Project Engineer

Civil Survey Consultant

KPFF Consulting Engineers, 111 SW Fifth Avenue, Suite 2500, Portland, OR 97204-3628
Troy Tetsuka, Survey Manager

Geotechnical Engineer

FEI Testing & Inspection, Inc., 62979 NE Plateau Drive, #3, Bend, OR 97701
Bill Smith, Geotechnical Engineer,

Commissioning Agent

Hugh Cx, 4800 SW Meadows Rd, Suite 300, Lake Oswego, Oregon 97035
Doug Brown, Principal

Testing Agency

Carlson Testing, Inc., 8430 SW Hunziker, Tigard, Oregon 97223
Scott Jordan, Manager

June 25, 2014

COCC Redmond Campus Solar Array Project Status Report

Update since the last written Status Report on May 6, 2014

1. COCC received written notification on May 29, 2014 that the FAA objects to the proposed site within the current RPZ as well as the proposed site within the future RPZ. The FAA does not object to the proposed site adjacent to the future RPZ. COCC has requested clarification from the FAA regarding the objections.
2. On June 13, 2014, Gene and Matt met with representatives of E2Solar and a potential local financial partner for the solar project. We anticipate a follow-up meeting with the potential partner in the next couple of days.
3. Notification of an Energy Trust of Oregon Solar Electric Preliminary Incentive Reservation, in the amount of \$90,000.00, was received by COCC on June 6, 2014.
4. A Blue Sky Energy Project Funding Application was submitted May 30, 2014. The Application requested an award of approximately \$300K-\$320K. Notification of award will be made by November 30, 2014.
5. An Interconnection Agreement, including the Application for Net Metering will be submitted to Pacific Power this week.

Project Description

COCC has approximately \$816,000.00 in legislatively required 1.5% for Solar Technology obligations, stemming from construction projects which have been completed or are currently in the Construction Phase. Funds to fully cover the obligation are currently budgeted for. COCC has until one year after construction of the Residence Hall is completed (2015) to fulfill its 1.5% obligation.

Project Actions to Date

In early 2010 COCC hired Mazzetti Nash Lipsey Burch of Portland Oregon, to perform a Solar Feasibility Study of the Bend, Redmond and Madras Campuses. The Solar Study indicated high solar potential for the Redmond and Madras Campuses. The Bend Campus was shown to have marginal solar potential.

Based on solar potential and current electrical load (including an estimated load for the Technology Education Center), the Redmond Campus was chosen as the site to install a ground mount solar array (250-500kW) to meet the College's solar obligation.

COCC staff prioritized three (3) sites on the Redmond Campus for installation of the solar array.

One of the sites is located in the Runway Protection Zone (RPZ) for Roberts Field. The second site is located in an area designated, on the Roberts Field Master Plan, as a future RPZ. The third site is located adjacent to the future RPZ. Due to the sites being in or near the Roberts Field Protection Zones, the College was required to submit Notices of Proposed Construction or Alteration to the FAA for its comments on the proposed sites for the project. While COCC has yet to receive official comments from the FAA, it has been brought to our attention that the FAA has concerns regarding the sites in the current

and future RPZ. There does not appear to be a concern on the FAA's part with the site outside the future RPZ.

Project Delivery Options

A 500kW system is estimated to cost between \$1.2 million and \$2.2 million.

COCC has investigated two options for the design, installation and maintenance of the Solar Array Project:

1. COCC would finance, design, install, maintain and retain full ownership of the system.
2. COCC would enter into a Power Purchase Agreement (PPA) with a third party provider. The College would have minimal costs associated with this option. With this option the third party would finance, design, maintain and own the system. COCC would agree to purchase the generated energy at an agreed to price with annual price increases over a certain period of time (normally 20 years).

The agreed to price, and annual increases, would be less than what the College currently pays Pacific Power for energy and any future Pacific Power rate increases.

It is the recommendation of the College staff to proceed with the PPA option. This recommendation is based on a number of issues.

1. The PPA option is legislatively allowed to fulfill the 1.5% Solar Technology Obligation.
2. The PPA option would allow COCC to use the funds currently budgeted for the obligation for other purposes.
3. The third party provider would be responsible for the maintenance and all upgrades to the system during the life of the project. There should be no need for COCC to hire new or additional staff to maintain the system.
4. Utility cost for the Redmond campus would be less than if the energy was purchased from Pacific Power.

Power Purchase Agreement Investigations by the College to date.

COCC is a member of HGACBuy, a government procurement organization operated by the Houston-Galveston Area Council. This organization has completed a contract negotiation with SolarWorld and a select group of SolarWorld's authorized installers, for providing solar system procurement through a PPA option.

This membership enables COCC to contract with SolarWorld without the need for COCC issuing a formal Request for Proposal for the PPA acquisition.

E2Solar, of Bend, is an authorized installer for SolarWorld. COCC would work directly with E2Solar should the PPA option be pursued.

COCC staff have discussed the project with representatives of both SolarWorld and E2Solar.

Technology Education Center – June 2014 Update

Scope

A 34,000 square foot building to be built on the corner of Veterans Way and Salmon Dr. in Redmond. The building will house technology centered programs which will initially be the Center for Entrepreneurial Excellence and Development, Non-Destructive Testing and Inspection, Digital Arts and Media, and Flexible Technology.

Budget Status

The budget for the overall project is \$12.5 Million. This includes a \$5.7 Million match from the State of Oregon.

Change Order Activity

Minor change order activity this month is detailed in the attached change order log.

Schedule Status

The project started on April 22nd and is on schedule to open for Fall Classes of 2014.

Recent Activity

Temporary Certificate of Occupancy was awarded on 5/29. Substantial completion was awarded on 6/5/14. Punchlist and commissioning continue as does training for maintenance administrative staff. The first phase of the furniture install started on June 23rd. It will complete during the 1st week in July. The second furniture phase will occur in August. AV systems are being installed.

Activity Next Month

Punchlist, final touch-ups, finalize commissioning. Final Completion.

Technology Education Center – June 2014 Update

Project Participants

COCC Stakeholder Group

Shirley Metcalf	-	Extended Learning Dean
Matt McCoy	-	VP for Administration
Jerry Schulz	-	Director of Continuing Education
Chris Redgrave	-	Director of MATC
Gene Zinkgraf	-	Director of Construction
Rich Brecke	-	Project Manager
Darren McCrea/Jeff Floyd	-	Construction IT Specialist
Julie Mosier	-	Purchasing Coordinator

Design Team

Don Stevens	-	BBT Architects
Kevin Shaver	-	BBT Architects
Doug Schwartz	-	Froelich Consulting Engineers (Structural)
ML Vidas	-	Vidas Architecture (Earth Advantage Consulting)
Grant Hardgrave	-	Hickman Williams and Associates (Civil)
Marcia Vallier	-	Vallier Design Associates (Landscape)
John Van Bladeren	-	MFIA Inc. (MEP Design)

Contractor Group

Bill Maguire	-	Project Manager, Kirby Nagelhout Construction
Mike Carter, Jr.	-	Project Superintendent, Kirby Nagelhout Construction
Mark Miller	-	General Superintendent, Kirby Nagelhout Construction
Jeff Deswert	-	President, Kirby Nagelhout Construction

Technology Education Center – June 2014 Update



Lobby



Balcony

Technology Education Center – June 2014 Update



NDT/NDI



Classroom 209

Veterinary Tech Remodel at BAC– June 2014 Update

Scope

This project entails purchasing the BrightSide Animal Center Event Center and performing some minimal remodel within the building to achieve the Veterinary Tech minimum program needs for a laboratory space. A future phase would add a Lab/Classroom, expanded Pharmacy Lab and a complete Surgery area. Phase 2 will remain on hold until funding is identified.

Budget Status

The project budget, which includes land and building acquisition, is \$486,000.

Change Order Activity

N/A.

Schedule Status

The Vet Tech Lab space will be ready for Fall Quarter of 2014.

Recent Activity

The permit is still outstanding. Sunwest is pricing the changes to the plans with a projected start date of July 7th.

Activity Next Month

Pull remodel permit. Start of remodel.

Veterinary Tech Remodel at BAC– June 2014 Update

Project Participants

COCC Stakeholder Group

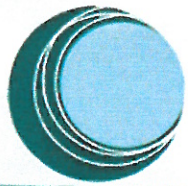
Matt McCoy	-	VP for Administration
Shirley Metcalf	-	Interim VP for Instruction
Jenni Newby	-	Instructional Dean
Beth Palmer	-	Interim Veterinary Technician Program Director
Rich Brecke	-	Project Manager
Darren McCrea	-	Construction IT Specialist
Julie Mosier	-	Purchasing Coordinator

Design Team

Scott Steele	-	Steele Associates Architects
Stephen Hockman	-	Steele Associates Architects
Krista Appleby	-	Steele Associates Architects
Summer Oman	-	Steele Associates Architects

Contractor Group

Kevin Link	-	SunWest Builders
------------	---	------------------



ACADEMIC MASTER PLAN: A STATUS UPDATE

COCC Board of Directors' Meeting: July 9, 2014

Charles Abasa-Nyarko, Vice President for Instruction
Amy Harper, Associate Professor of Anthropology

Academic Master Plan (AMP) 2015-18

- Purpose
- Process
- AMP Committee Members
- Timeline
- Summary

7.c.1a

Purpose: AMP is undertaken for several reasons

- Set instructional priorities that will guide decision-making and planning efforts for 2015-2018.
- Guide the institution toward achieving its mission of student success.
- Build upon COCC's existing strengths.
- Achieve new level of excellence through alignment with COCC's Strategic Plan.

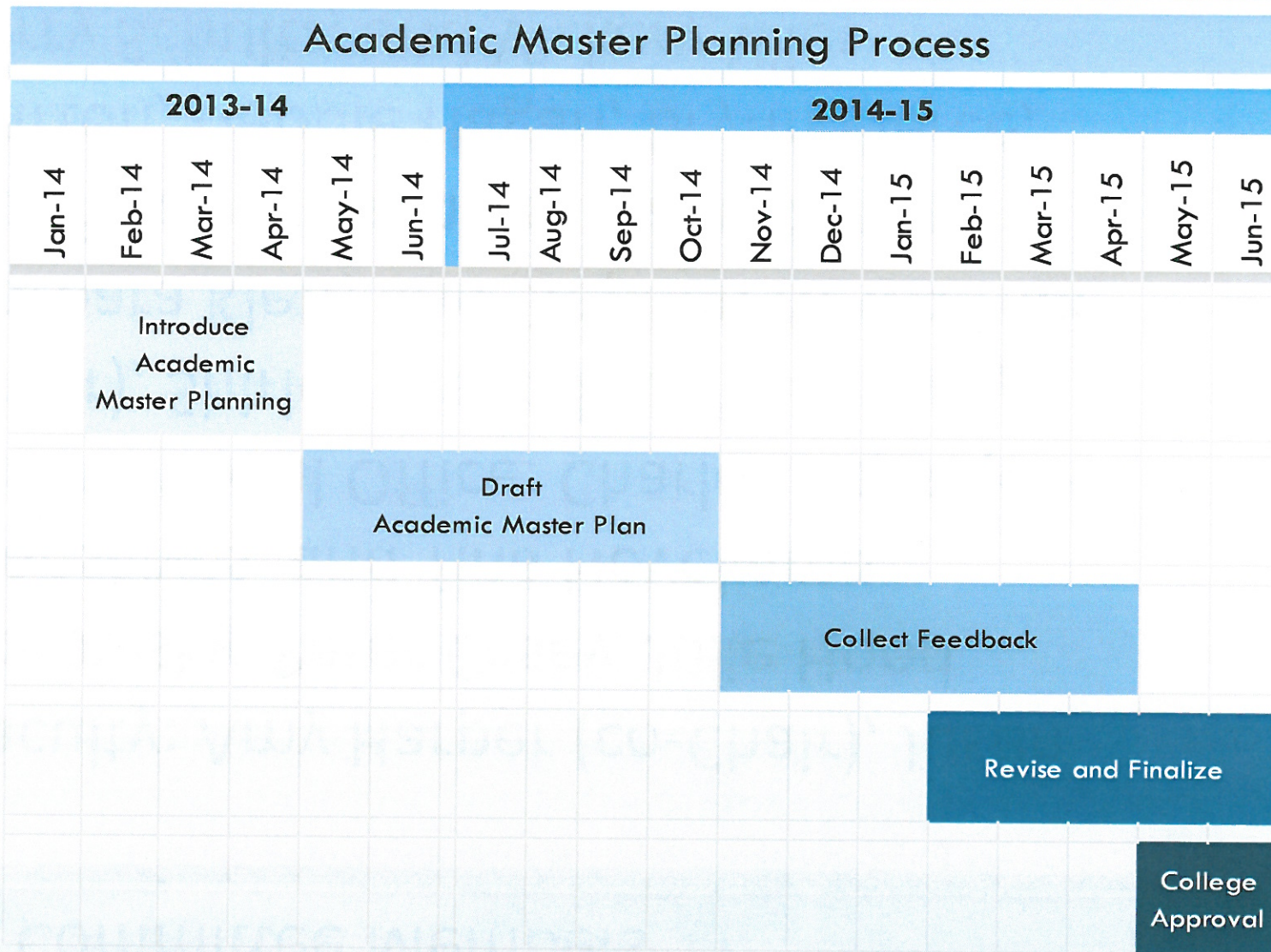
Process

- Collaborative process involving faculty, instructional leadership, students, & staff
- Co-chaired by VPI and a faculty member
- Initial proposal was sent to E-Team, Chairmoot, Academic Affairs & Faculty Forum President
- After drafting AMP, will seek feedback from College community

AMP Committee Members

- Faculty: Amy Harper (co-Chair), Justin Borowsky, Peter Casey, Julie Hood Gonsalves, and Tina Hovekamp.
- Instructional Office: Charles Abasa(co-Chair), Shirley Metcalf, Jenni Newby, Barbara Klett, and Stephen Newcombe
- Staff: Laura Boehme, Elaine Simay Barton, Debbie Hagan, Brynn Pierce, Jerry Schultz, and Vickery Viles
- Student: Amber Ruedi

Timeline



2/2/16

Summary

- AMP 2015-18: Building on Excellence
- Dynamic document that is responsive to the challenges facing COCC
- A collaborative process involving faculty, staff, and students
- Questions
- Thank You

Central Oregon Community College

Presidential Profile

Approved by COCC Board of Directors: July 9, 2014

Central Oregon Community College is the oldest two-year college in Oregon, providing comprehensive college services to the residents of the expansive 10,000-square-mile district. The College has a main campus in Bend, a city of 80,000 residents, and additional campuses in the more rural communities of Redmond, Madras and Prineville. COCC has a history of solid board and presidential leadership and fiscally sound practices, resulting in the College being in a strong financial position.

In the College's 65-year history, COCC has had only four presidents, all serving for 10 years or longer.

The seven-member locally elected Board of Directors operates under a Policy Governance model and has approved the College's 2013-18 [Strategic Plan](#), which includes mission, vision, themes, [values](#) and future directions.

The President of Central Oregon Community College will be an energetic leader committed to addressing the following:

Challenges and Opportunities

- To serve as a strong advocate for COCC and our students, to engage all constituents and to sustain our position as a leading institution of higher education.
- To identify and implement alternative methods to increase funding, diversify revenue streams and position the institution to thrive in an outcomes-based funding model.
- To continue to foster and build COCC's relationship with institutions of higher education and in particular our unique partnership with Oregon State University – Cascades.
- To capitalize on opportunities to address the needs of student groups and geographic areas which have traditionally been underserved.
- To lead strategic efforts to meet evolving workforce needs for both employers and employees in a changing and dynamic region.
- To help students set and reach their educational goals, as measured by successful transfer to a university, attainment of specific degrees and certificates and the development of job-ready skills and knowledge.
- To strengthen partnerships with regional K-12 districts and help create a culture of higher education and training.

- To provide leadership in delivering innovative approaches to instruction and student services in support of student success.
- To provide leadership and commitment to strengthening COCC's infrastructure and internal operating systems.

8.9
pg 2

Ideal Characteristics

Central Oregon Community College seeks a visionary leader who has a genuine passion for students and their success, is dedicated to the community college mission, will make a long-term commitment to the region, and is/has:

Leadership:

- A proven track record as a student-centered advocate.
- An articulate spokesperson for the College who actively engages with business, civic, industry and other community leaders.
- A collaborator who builds and fosters strong partnerships with K-12 districts and colleges and universities.
- An experienced organizational leader with a demonstrated ability to work with students, faculty, staff and administrators to build and empower highly successful teams and provide leadership to address institutional system needs.
- An experienced leader in an environment of shared governance, open dialogue and honest collaboration.
- A strong and clear communicator who is transparent in his or her actions.
- The ability to create an environment where appropriate risk taking is encouraged and new ideas are seriously considered.
- A strong leader with significant legislative experience and exceptional political skills.
- A data-driven decision maker who understands how potential changes might impact students, faculty, staff and the community.
- An accessible, caring, fair-minded, motivational, personable, innovative and dynamic leader who possess exceptional listening skills.
- An individual with impeccable integrity who respects COCC's history, culture and outstanding reputation.

Experience:

- A fiscally responsible manager of complex budgets and large capital investments.
- A senior level administrator with a successful track record working at a multi-campus institution in a large geographic service area.
- Demonstrated expertise working with collective bargaining units and negotiating teams.
- A skilled fundraiser who works successfully with college foundations and potential donors.
- A strategic understanding of delivery systems and how to best utilize technology to provide innovative educational opportunities.
- Insight and expertise in integrating student support services, including student housing, to improve student engagement and foster a sense of community.
- A successful track record in leading programs toward self-sufficiency.

8.a
pg 3

- Knowledge and expertise with accreditation processes.
- Demonstrated experience working effectively with culturally diverse populations.
- An understanding of and commitment to workforce training and job development needs across a large geographic district with rural communities.
- Knowledge and expertise working with a locally elected governing board.
- Demonstrated track record working with bond measures and generating community support.

Qualifications

- Teaching experience, preferably at a community college.
- A successful track record as a senior level administrator, preferably at a community college.
- An earned doctorate from a regionally accredited institution is highly preferred.

**Central Oregon Community College
Proposed Presidential Search
Schedule/Calendar
(July 9, 2014)**

Task	2014-15
Board Formally Appoints Advisory Committee	June 11
Board gives final approval for profile, job description, advertisements	July 9
Consultant works with Board/Advisory Committee, reviews timeline, develops input and recruitment plans	July through September
Recruitment phase	Late August to late October
Advertising begins	September 15
Advisory Committee meeting	Week of Sept. 15
Target date for applications	November 3
Review of candidates begins	November 5
Advisory Committee meets/chooses semi-finalists	November 14 to 21
Advisory Committee interviews semi-finalists	December 4-5
In-depth reference checks done by ACCT	December 15
Advisory Comm. confirms recommendations	December 16
Board approves names of finalists	December 17
Candidate on-campus interviews	Week of Jan. 19 Week of Jan. 26
Visits to campuses of finalists	Week of Feb. 2
Formal decision/announcement	February 11

Central Oregon Community College
Board of Directors
RESOLUTION

Prepared by: Jenni Newby- Instructional Dean

A. Action Under Consideration

Request an exception to Community College Rules of Procurement (CCRP)320 Property Disposition be granted, and authorize Matt McCoy-Vice President for Administration or his designee to trade surplus property for new equipment that will benefit the Nursing Program.

B. Discussion/History

The Nursing Program purchased a high-fidelity simulation manikin in 2012 that does not function properly and cannot be returned to the vendor. The College has an opportunity to trade the non-functioning unit for two new, mid-fidelity manikins. The Vendor offering the trade is able to use the non-functioning manikin overseas in developing countries. Community College Rule CCRP.320 states that Surplus property with an estimated value in excess of \$1,000 may be traded for goods or services of an equivalent or greater value:

- a) after a public solicitation of bids or public sale, and
- b) when the bids or offers received at the public sale are for less than the value of the goods or services for which the property is exchanged

An exception is requested to the above list rule in order to trade the non-functioning high-fidelity manikin for new mid fidelity manikins and allow the Nursing Department to proceed with lab practices on functioning equipment.

C. Options/Analysis

- 1) Grant the exception to CCRP.320 Property Disposition and authorize Matt McCoy or his designee to proceed with trading surplus property without a public sale of the surplus property or competitive procurement of the new property.
- 2) Not grant the exception and require that the surplus property be sold at a public sale and new property be purchased through competitive solicitation.

D. Timing

Approval at this time will enable the College to conduct this transaction in time to have functioning manikins available at fall term.

E. Recommendation

- 1) Be it resolved that the Board of Directors do hereby Grant the exception to CCRP.320 authorize Matt McCoy or his designee to proceed with trading surplus property without a public sale of the surplus property or competitive procurement of the new property.

F. Budget Impact

There is no impact to the budget.

BOARD OF DIRECTORS' OPERATIONS

Board Committee Appointments 2014-15

Standing Committees (4)

- Board Self-Evaluation Committee
Cooper (Chair), Abernethy, Dorsch 2014-15
Abernethy-Chair, Krenowicz, Dorsch 2013-14
Miller-Chair, Abernethy, Dorsch 2012-13
- President's Evaluation Committee
- Ford (Chair), Krenowicz, Abernethy 2014-15
Ford-Chair, Krenowicz, Abernethy 2013-14
Dorsch-Chair, Reeder, Ford 2012-13
- COCC Memorial Education, (Keyes Trust) – 2 year term
Abernethy 2013-15 (No Change needed as it is a 2 year term)
Reeder 2011-13
- Audit and Finance (3 Board Members, 2 Budget Cmte) (3 year term)
- Miller (Chair), Krenowicz, Ford, Kearney, Ertner 2014-17
Miller-Chair, Laura Craska Cooper, Ford, Curran, McConnell 2011-14

Consultative Committees (2)

- Sub Committee on Policy Review
- Abernethy (Chair), Miller, Dorsch 2014-15
Abernethy-Chair, Miller, Dorsch 2013-14
Abernethy-Chair, Miller, Dorsch 2012-13
- Long Range Real Estate Committee
- Ford (Chair), Miller, Cooper 2014-15
Ford-Chair, Miller, Craska-Cooper 2013-14
Ford-Chair, Reeder/Miller, Overbay/Craska Cooper 2012-13

Internal Liaisons (2)

- College Affairs
- Krenowicz 2014-15
Krenowicz 2013-14
Laura Craska Cooper 2012-13
Abernethy 2011-12
- Foundation
- Ricks 2014-15
Ricks 2013-14
Overbay 2012-13

External Liaisons (3)

10.a
pg 2

- Oregon Community College Association - OCCA
- Ricks 2014-15
- Ricks 2013-14
- Abernethy 2012-13

- OSU-Cascades Advisory Board – (Official Appointment made by OSU President)
- Ford 2014-15
- Ford 2013-14
- Ford 2012-13

- ACCT Voting Delegate (Association of Community Colleges & Trustees)
- Krenowicz 2014-15
- Miller 2013-14 (Conference Attendee)
- Miller 2012-13 (Conference Attendee)

Exhibit: 10.b
July 9, 2014
Approved: ___Yes ___No
Motion: ___

Central Oregon Community College
BOARD OF DIRECTORS

RESOLUTION

Prepared by: Julie Smith-Executive Assistant,
President & Board of Directors

A. Action Under Consideration

Cancel August 13, 2014 Regular Board of Directors' Meeting

B. Discussion/History

Policy GP 9 states that regular Board meetings will be held on the campus of Central Oregon Community College on the second Wednesday of each month. Policy GP 9 allows the Board to have a majority vote of the members to suspend its rules and take statutorily authorized action overriding previously adopted policy.

C. Options/Analysis

Cancel August 2014 Regular Board of Directors' meeting.

Convene August 2014 Regular Board of Directors' meeting.

D. Timing

This decision needs to be made prior to the scheduled August 13, 2014 Board of Directors' meeting.

E. Recommendation

The Board of Directors by resolution, suspend the rules in accordance with Policy GP 9 to cancel the scheduled August 13, 2014 Board of Directors' meeting.

F. Budget Impact Minimal

**COCC Grant Activity
2013-2014**

11.21 *NAME*

Please Note: Green shaded areas indicate closed grants. Blue shaded areas indicate pending grants. White areas are open grants.

Funding Source	Program	Project	Type*	Award	Amount Pending	Chief Administrator	Point Person	Start Date	End Date	Indirect Amount
Ambrose Monell Foundation	Emergency Management Services (EMS)	Manikin	Foundation	\$ -		Margaret Peterson	Nick Sphatt	Pending	Pending	\$
American Massage Therapy Association	Massage Therapy	Research	Foundation	\$ 1,000		Jenni Newby	Stephanic Manriquez	05-Mar-14	04-Mar-15	\$
Autzen Foundation	Automotive	Technology in Electronics and Diagonosis (TED) - Equipment	Foundation	\$ 18,000		Michael Fisher	Ken Mays	10-Dec-12	10-Dec-13	\$
Banfield	Veterinary Technology	Program Development	Foundation	\$ 15,000		Jenni Newby	Jenni Newby	25-Aug-11	25-Aug-12	\$
Business Oregon	Small Business Development Center	Grow Oregon	State	\$ 71,500		Shirley Metcalf	Shirley Metcalf	01-Feb-13	01-Feb-14	\$
Central Oregon Intergovernmental Council (COIC)	Garden Club	Community Garden	Regional Government	\$ 1,998		Alicia Moore	Karen Roth	20-Apr-14	01-Oct-14	\$
Community Colleges and Workforce Development	Adult Basic Education	Comprehensive Services	State	\$ 171,338		Jenni Newby	Debbie Hagan	01-Jul-13	30-Jun-14	\$
Community Colleges and Workforce Development	Adult Basic Education	English Language/Civics	State	\$ 33,892		Jenni Newby	Debbie Hagan	01-Jul-13	30-Jun-14	\$
Community Colleges and Workforce Development	Multicultural Activities	Scholarships for Native and Latino students, increased FTE	State	\$ 44,000		Alicia Moore	Karen Roth	01-Jul-14	30-Jun-15	\$
Community Colleges and Workforce Development	Community Learning	Community Health Worker	State	\$ 36,702		Shirley Metcalf	Nancy Jumper	15-Apr-14	30-Jun-15	\$
Cow Creek Umpqua Indian Foundation 2014	Multicultural Activities	STRIVE for Native American High School Students	Foundation	-		Alicia Moore	Karen Roth	1-Apr-14	1-Apr-15	\$
Cow Creek Umpqua Indian Foundation 2013	Multicultural Activities	STRIVE for Native American High School Students	Foundation	\$ 10,000		Alicia Moore	Karen Roth	01-Jul-13	30-Jun-14	\$
Dept. of Ed - Trade Act (TAACCCT)	Adult Basic Education	Credentials, Acceleration, & Support for Employment	Federal	\$ 318,440		Jenni Newby	Debbie Hagan	01-Oct-11	30-Sep-14	\$
Deschutes Cultural Coalition	Multicultural Activities	Season of Nonviolence	Foundation	\$ 3,000		Alicia Moore	Karen Roth	15-Dec-13	15-Dec-14	\$
Energy Trust of Oregon	Construction	Redmond Campus Solar Array	State	\$ 90,000		Matt McCoy	Gene Zinkgraf	01-Jul-14	30-Jun-15	\$
Facebook	Community Learning	Prineville IT Certification class for Prineville HS students	Foundation	\$ 10,000		Shirley Metcalf	Paul Stennett	Pending	Pending	\$
Karen M. Schroth Charitable Foundation	Veterinary Technology	Equipment	Foundation	\$ 12,705		Jenni Newby	Lynn Russell	41456	41821	\$
Margaret Thiele Petti Foundation	Veterinary Technology	Equipment	Foundation	\$ -		Jenni Newby	Lynn Russell	Pending	Pending	\$

11.a1
12

COCC Grant Activity
2013-2014

Please Note: Green shaded areas indicate closed grants. Blue shaded areas indicate pending grants. White areas are open grants.

Punding Source	Program	Project	Type*	Award	Amount Pending	Chief Administrator	Point Person	Start Date	End Date	Indirect Amount	Indirect %	Status*
National Endowment for the Humanities	Library	Muslim Journeys	Federal	Materials		Tina Hovekamp	Tina Hovekamp	14-Jan-13	31-Dec-13	\$ -	0%	Closed
National Science Foundation - Mentor-Connect	Automotive	Technology in Electronics and Diagonosis (TED) - Equipment	Federal	Mentor Program		Michael Fisher	Ken Mays	07-Nov-13	20-Oct-14	\$ -	0%	Active
Oregon Community Foundation - Advised Funds	Veterinary Technology	Program Development	Foundation	\$ 11,000		Jenni Newby	Jenni Newby	23-Nov-10	23-Nov-11	\$ -	0%	Closed
Oregon Community Foundation - Fred Fields Fund	COCC Foundation	Scholarships	Foundation	\$ 5,000		Matt McCoy	Jim Weaver	08-Nov-12	11-Aug-13	\$ -	0%	Closed
Oregon Community Foundation - Latino Partnership 1	Multicultural Activities	Latino Middle School Program	Foundation	\$ 12,500		Alicia Moore	Karen Roth	19-Nov-11	19-Nov-12	\$ -	0%	Closed
Oregon Community Foundation - Latino Partnership 2	Multicultural Activities	Latino Middle School Program	Foundation	\$ 2,000		Alicia Moore	Karen Roth	16-Apr-12	16-Apr-13	\$ -	0%	Closed
Oregon Community Foundation - Latino Partnership	Multicultural Activities	GANAS	Foundation	\$ 2,500		Alicia Moore	Karen Roth	01-Jul-14	30-Jun-15	\$ -	0%	Active
Oregon Department of Education	Early Childhood Education	Partners in Practice: Elevating the Quality of Early Learning	State	\$ 88,242		Michael Fisher	Amy Howell	01-Jul-14	30-Jun-15	\$ 4,226	5%	Active
Oregon Department of Education	Cascades Commitment	Launching Cascade Commitment	State	\$ 16,000		Jenni Newby	Jenni Newby	27-Feb-14	30-Jun-15	\$ -	0%	Active
Oregon Dept. of Ed - Carl Perkins	Career and Technical Education	High School Career and Technical Education Programs	State	\$ 190,000		Jenni Newby	Debbie Hagan	01-Jul-13	30-Jun-14	\$ -	0%	Active
Oregon Education Association	Staff Wellness	Rejuvenate Wellness	Foundation	\$ 25,000		Kevin Kimball	Katie Graham	01-Jul-12	30-Jun-13	\$ -	0%	Closed
Pacific Power Blue Sky	Construction	Redmond Campus Solar Array	Foundation		\$ 320,000	Matt McCoy	Gene Zinkgraf	01-Nov-14	31-Dec-15	\$ -	0%	Pending
Partnership to End Poverty	Adult Basic Education	Adult Basic Skills in Jefferson County	Foundation	\$ 27,000		Shirley Metcalf	Shirley Metcalf	01-Mar-12	01-Mar-14	\$ -	0%	Active
Partnership to End Poverty	Small Business Development Center	Deer Ridge Prison Entrepreneurial Program Phase I	Foundation	\$ 25,000		Shirley Metcalf	Shirley Metcalf	01-Jun-12	01-Dec-13	\$ -	0%	Closed
Partnership to End Poverty	Small Business Development Center	Deer Ridge Prison Entrepreneurial Program Phase	Foundation	\$ 40,000		Shirley Metcalf	Shirley Metcalf	01-Mar-13	01-Dec-13	\$ -	0%	Active
Partnership to End Poverty	Small Business Development Center	Veterans Entrepreneurial Program	Foundation	\$ 40,000		Shirley Metcalf	Shirley Metcalf	01-Mar-13	30-Sep-13	\$ -	0%	Active
Paulus Foundation	Veterinary Technology	Equipment	Foundation	\$ -		Jenni Newby	Lynn Russell	Pending	Pending	\$ -	10%	No response/closed
Small Business Administration	Small Business Development Center	Portable Assistance Program	Federal	\$ 45,000		Shirley Metcalf	Steven Curley	15-Dec-13	15-Dec-14	\$ -	0%	Active

**COCC Grant Activity
2013-2014**

11.01.13

Please Note: Green shaded areas indicate closed grants. Blue shaded areas indicate pending grants. White areas are open grants.

Funding Source	Program	Project	Type*	Award	Amount Pending	Chief Administrator	Point Person	Start Date	End Date	Indirect Amount
Trade Act - Round 4 (TAACCCT)	Transportation Logistics	New degree program	Federal		\$ 695,500	Jenni Newby	Jenni Newby	01-Nov-14	31-Dec-15	\$
Trade Act - Round 3 (TAACCCT)	Non-destructive Testing and Inspection (NDT/I)	New degree program	Federal	\$ -		Shirley Metcalf	Michael Fisher	Denied	Denied	\$
Wells Fargo	Small Business Development Center	Portable Assistance Program	Foundation	\$ 25,000		Shirley Metcalf	Steven Curley	15-Dec-13	15-Dec-14	\$
TOTALS	18	30	4	\$ 1,391,817	\$ 1,015,500	8	17			\$

Grants Summary	
Number of Active Grants	21
Number of Pending Grants	2
Number of Denied Grants	2
Number of Closed Grants	11
No Reponse/Closed	3
Total Number of Grants	39
Total Dollar Amount of Awarded Grants	\$ 1,391,817
Total Dollar Amount of Pending Grants	\$ 1,015,500

***TYPE DEFINITIONS**

FEDERAL GRANTS: U.S. government grants
 STATE GRANTS: Oregon state government grants
 REGIONAL GOVERNMENT GRANTS: Includes Crook, Deschutes, and Jefferson Counties
 FOUNDATION GRANTS: Private, corporate, community, and family foundation grants

****STATUS DEFINITIONS**

ACTIVE GRANTS: Grants that have been awarded
 PENDING GRANTS: Grants that have been awarded but not yet started
 DENIED GRANTS: Grants that were not awarded
 CLOSED GRANTS: Grants that have been completed
 NO RESPONSE/CLOSED: Grants that have not been responded to