



CENTRAL OREGON  
 COMMUNITY COLLEGE  
 Board of Directors' Meeting – AGENDA  
 Wednesday, January 9, 2019 – 5:45PM  
 Christiansen Boardroom-Boyle Education Center  
 COCC Bend Campus

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:45 pm	I. <b>Call to Order</b>			Craska Cooper
5:46 pm	II. <b>Introduction of Guests</b>			Craska Cooper
5:48 pm	III. <b>Agenda Changes</b>			
5:49 pm	IV. <b>Public Comments</b>			
	A. OSU-Cascades Update			Dr. Becky Johnson☐
6:05 pm	V. <b>Reports</b>			
	A. 2018 Audit Report	5.a*	X	Auditors☐
	B. Update – General Fund Revenue & Expenditures	5.b*	X	Dona☐
6:30 pm	VI. <b>Consent Agenda***</b>			
	A. Minutes			
	1. Regular Meeting (December 12, 2018)	6.a1	X	Smith
	2. Special Meeting (December 24, 2018)	6.a2	X	
	B. Personnel			
	1. New Hire Report (December 2018)	6.b1	X	Glenn <sup>A</sup>
	C. Approval of Contracts			
	1. Stephina Brewer	6.c1	X	Glenn <sup>A</sup>
	2. Jeffrey Strang	6.c2	X	Glenn <sup>A</sup>
	D. Mileage and Meal Per Diem Rates	6.d	X	Dona <sup>A</sup>
6:40 pm	VII. <b>Information Items</b>			
	A. Financial Statements	7.a		Bloyer <sup>A</sup>
	B. Season of Non-Violence	7.b		Moore <sup>A</sup>
	C. OSU-Degree Partnership Program	7.c		Moore <sup>A</sup>
	D. First-Year Experience Update			Fisher/Moore☐
	E. Budget Committee Appointments			Paradis☐
	F. Presidential Search Update			Craska Cooper☐
7:20 pm	VIII. <b>Old Business</b>			
	A. Real Estate Development	8.a*		McCoy/Peter McCaffrey-WSPI☐
7:40 pm	IX. <b>New Business</b>			
	A. 2019-20 Residence Hall Room and Board Rates	9.a	X	Moore/Dona <sup>A</sup>
7:45 pm	X. <b>Board of Directors' Operations</b>			
	A. Ratification of Committee Appointments	10.a*		Craska Cooper
	B. Board Member Activities			
8:00 pm	XI. <b>President's Report</b>			Metcalf
	A. Updates:			

1. Unified Statewide Transfer Agreements (USTAs) II.a1
2. Certified Surgical Technician

Julian P  
Downing P

## XII. Dates

- A. Weeks of February 4 & 11 – Presidential Candidate Interviews (Schedule TBD)
- B. Wednesday, February 13, 2019 (5:45 p.m.) Board of Directors' Meeting  
Christiansen Boardroom – Boyle Education Center Bldg.
- C. Friday, February 22, 2019-5:30 p.m. COCC Foundation's TASTE OF THE TOWN
- D. Saturday, February 23, 2019 – COCC Foundation's MEAL OF THE YEAR  
Location: **Taste of the Town** and **Meal of the Year** - both events will be held  
in the Mazama Gymnasium on the COCC Bend Campus
- E. Tuesday, March 12, 2019 @ 5:45 p.m. Budget Committee Meeting  
7:00 p.m. Board of Directors' Meeting – Wille Hall, Coats Campus Center

8:25 pm XIII. Adjourn to Executive Session

XIV. Executive Session: ORS 192.660 (2)(h) Legal Counsel

XV. Adjourn Executive Session

XVI. Reconvene Regular Board of Directors' Meeting – Open Session

XVII. 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 Aavailable for background information if rrequested.



Central Oregon Community College  
Board of Directors' Meeting  
**MINUTES**  
Wednesday, December 12, 2018- 5:45pm  
Cascades Hall – Room 118  
Bend Campus

---

**PRESENT:** John Mundy, Laura Craska Cooper, Joe Krenowicz, Vikki Ricks, Alan Unger, Dan Spencer-Board Attorney, Dr. Shirley I. Metcalf-President, Julie Smith-Executive Assistant

**ABSENT:** Erica Skatvold

**CALL TO ORDER:** John Mundy, Board Chair for 2018-19

**INTRODUCTION OF GUESTS:** Betsy Julian, Matt McCoy, David Dona, Jerry Schulz, Zak Boone, Lisa Bloyer, Amy Harper-faculty forum president, Ron Paradis, Diana Glenn, Michael Fisher, Joe Viola, Julie Downing, Glenda Lantis, Rachel Knox, Alan Parks-North Lake County resident

**PUBLIC COMMENT:**

Chair Mundy complimented the staff for the “job well done” on the Cascades Hall renovations and Open House.

**CONSENT AGENDA:**

**Mr. Alan Unger moved to approve the Consent Agenda (Exhibits: 5.a1-5.b1).**

**Mr. Joe Krenowicz seconded the motion. MCU. Approved. M12/18:1**

BE IT RESOLVED that the Board of Directors reviewed and approved the Regular Meeting Minutes of November 13, 2018 (Exhibit: 5.a1);

BE IT RESOLVED that the Board of Directors reviewed and approved the November 2018 New Hire Report (Exhibit: 5.b1).

**INFORMATION ITEMS:**

**Financial Statements – (Exhibit: 6.a)**

The Board of Directors was apprised of the October 2018 Financial Statements.

**CCWD Update (Exhibit: 6.b)**

Matt McCoy-vice president for administration, introduced David Dona-chief financial officer who reviewed (Exhibit: 6.b) noting that COCC will be presenting plans to HECC (Higher Education Coordinating Commission) on how COCC will work with the citizens of North Lake County on ways to identify, better meet and provide educational needs and services to North Lake County which is part of the college’s district.

**NEW BUSINESS:**

City of Bend Easements (Exhibit: 8.a)

Matt McCoy reviewed that the City of Bend plans to upgrade the Mt. Washington/Shevlin Park roundabout in the spring of 2019. To complete the work the City has asked for access to College property on the southwest corner of the roundabout for a temporary detour. The City is also planning to build a section of sidewalk on College property on the southeast corner to connect existing sections of the sidewalk and has asked for temporary construction access easement and permanent access easement for the sidewalk.

**Mr. Bruce Abernethy moved to approve the easements with the City of Bend for access and construction related to the Mt. Washington/Shevlin Park Road roundabout upgrade (Exhibit: 8a.). Ms. Laura Craska Cooper seconded the motion. MCU. Approved. M12/18:2**

Credit Award Definitions (Exhibit: 8.b)

Dr. Betsy Julian-vice president for instruction reviewed that Community College boards are responsible for approving their college's certificate of completion, associate degree and associate degree option requirements.

Curriculum staff have been working with stakeholders over the last year to review and reorganize the definitions and requirements associated with COCC's credit credentials awarded on a transcript. Upon approval of the board, the College will implement the definitions effective for the 2019-20 academic year.

**Mr. Joe Krenowicz moved to approve the credit awards as described in Exhibit: 8.b. Mr. Bruce Abernethy seconded the motion. MCU. Approved. M12/18:3**

North Lake County HECC Petition

Matt McCoy reported that he and President Metcalf would be meeting with the Higher Education Coordinating Commission (HECC) next week in Salem regarding the petition. He reviewed many of the services that COCC is currently providing to the North Lake County students and noted that the College will be communicating with the North Lake College district residents to better determine what additional needs and services are requested.

**BOARD OF DIRECTORS' OPERATIONS:**

Chair Mundy presented an "8 Years of Service" plaque to board member Vikki Ricks. The plaque was originally awarded to Ms. Ricks at the November 7-9 OCCA Annual Conference/Howard Cherry Banquet in Sunriver.

- |               |  |
|---------------|--|
| Ms. Ricks     | La Pine will be soon be getting a new City Manager<br>Read all of the program reviews provided by Dr. Julian-VP for Instruction  |
| Mr. Abernethy | During the Thanksgiving break brought his 16 year old nephew to the COCC show him the College campus. His nephew is from Fullerton, CA, and was impressed with the College |

- Ms. Craska Cooper    Lunch with her niece who is in the Nursing Program at COCC;  
   her niece commented that she really likes all of her instructors  
Phone Calls with John Mundy  
Meeting w/President Metcalf and John Mundy  
Spent 18 hours reviewing Presidential Candidate applications
- Mr. Mundy                Met with Ron Paradis regarding recruiting for the Zone 7 Budget Committee  
   member  
Meeting w/President Metcalf and Laura Craska Cooper  
Agenda Review w/President Metcalf  
Reviewed Presidential Candidate applications  
Phone Calls and Emails regarding the Presidential Recruitment  
Spoke with a constituent regarding Child Care services at COCC
- Mr. Unger                Attended the conference call regarding the Governor's recommended Budget  
Phone call to OCCA staff regarding the Governor's conference call  
Attended the OCCA Advisory Committee meeting at Umpqua Community  
College in Roseburg, OR
- Mr. Krenowicz            None to report this month

**PRESIDENT'S REPORT:**

CTE New Credit Program Proposals (Exhibit: 10.a1)

Dr. Betsy Julian reviewed the new Career Technical programs that have been proposed and are going through the approval process.

- Manufacturing Career Pathway Certificate of Completion
- Welding One Year Certificate of Completion and Career Pathway Certificate
- Welding AAS degree
- AAS of Automotive Technology in Electronics and Diagnostics (TED)
- Emergency Medical Technician in Education One Year Certificate of Completion
- Equity in Education One Year Certificate of Completion.

CTE Advisory Committees & Committee List (Exhibit: 10.a2)

The Board of Directors was apprised of CTE Advisory Committees and members list.

Public Health Service Learning Project (Exhibit: 10.b)

Dr. Julie Downing-instructional dean, introduced Karen Heckert-associate professor of public health, who gave a PowerPoint presentation showing COCC's Public Health Service Learning program that was held in the Dominican Republic. She introduced students Crystal, Lexi and Sherri who then gave a summary of their program experiences in the Dominican Republic.

Workforce – Continuing Education

Glenda Lantis-director of continuing education, reviewed Continuing Education's enrollment and a comparison/contrast of the student enrollment and profile data for Personal Enrichment courses vs. Professional Development and workforce courses. She highlighted the nature of Professional Development and Workforce programs in terms of funding, partnerships and student recruitment. The CE department has recently dedicated one additional FTE of programming effort to Professional

Development and Workforce to meet the needs of local employers. Adding to existing offerings of leadership, healthcare and public sector workforce education, which introduced Rachel Knox-program manager - who has transitioned from an Enrichment Program Manager to a Professional Development and Workforce Program Manager.

Rachel highlighted new employer and community partnerships in creating a Construction Training program which launched in Fall 2018 with a pilot class. The first class filled and student evaluations were universally positive. Funding, materials and supplies, instructors and many students were provided by a group of local construction companies including Kirby Nagelhout, SunWest Builders, Hayden Homes, Griffin Construction, and CS Construction. Many other organizations and businesses supported this pilot including Miller Lumber and Central Oregon Builders Association. This program is taking a holistic view of COCC's role in providing educational opportunities for students exiting high school and for students changing careers as well as students who do not take a traditional college track. Continuing Education is also working to support industry in raising expectations for incoming workforce and closing skills gaps for incumbent workforce.

Rachel also spoke about the Software Developer program training which launched in June 2018 with a partnership Apprenti program funded by a State grant via East Cascades Works. The Apprenti program graduated 3 students in November 2018 who immediately went to Five Talent and CBT Nuggets as Junior Developers. Software Development training will launch as open enrollment in 2019 and partnerships with community organizations and employers will continue to grow. The Software Developer training is the first State approved non-credit training certificate program for COCC, and the Apprenti program is the first non-credit Apprenticeship program in the State of Oregon.

Adjourn to Executive Session:  
ORS 192.660 (2)(h) Legal Counsel  
Adjourn Executive Session:

Reconvene Board of Directors' Meeting – Open Session

**ADJOURN: 8:20 p.m.**

APPROVED:

ATTEST TO:

---

Board Chair

---

Dr. Shirley I. Metcalf, President



Exhibit: 6.a2  
January 9, 2019

CENTRAL OREGON COMMUNITY COLLEGE  
Board of Directors' Special Meeting –  
Monday, December 24, 2018 – 10:00 AM  
Board Room, Boyle Education Center

PRESENT: Laura Craska Cooper, Joe Krenowicz, Dr. Shirley Metcalf-President

PRESENT BY PHONE: Erica Skatvold, Vikki Ricks, Alan Unger

ABSENT: Bruce Abernethy

GUESTS: Ron Paradis-Minutes, Zak Boone, Matt McCoy, Anthony Hussey

The Central Oregon Community College Board of Directors met in special session and selected Laura Craska Cooper to become the board chair, following last week's resignation of John Mundy. Mundy had been on the Board since July 2015 and became chair in July 2018. Craska Cooper, who has been on the board since 2012, was the vice chair, and had previously served as chair, in 2014-15. She represents Zone 2 in the COCC District, which consists of all of Crook County and precincts 12, 19 and 41 in eastern Deschutes County.

ELECTION OF OFFICERS:

Laura Craska Cooper of Prineville was elected to become board chair, following last week's resignation of John Mundy. Erica Skatvold of Bend was elected vice chair.

CONSIDER PROCESS FOR FILLING BOARD VACANCY:

The Board directed staff to begin advertising the opening on the board, hoping to fill it in time for the successful applicant to take part in the search process for a new president of COCC. Mundy represented Zone 5, so any applicant must live in that area. Zone 5 includes most of the city of Bend, except for precincts 1, 7, 11, 20 and 35 in the northern part of the city.

POSSIBLE APPOINTMENT OF BOARD MEMBER TO PRESIDENTIAL SEARCH COMMITTEE:

The Board appointed Erica Skatvold to fill the vacancy and serve on the Presidential Search Advisory Committee, along with Laura Craska Cooper. The committee, made up of faculty, staff, students, board members and representatives from the community, has been meeting to assist in the search process.

Adjourn: 10:30 a.m.

APPROVED;

ATTEST TO;

---

Laura Craska Cooper, Board Chair

---

Dr. Shirley I. Metcalf, President

Exhibit: 6.b1  
January 9, 2019  
Approve: \_\_\_ Yes \_\_\_ No  
Motion: \_\_\_\_\_

**Central Oregon Community College**  
**Board of Directors**  
**NEW HIRE REPORT**  
**Date of Hire: December 1-31, 2018**

<b>Name</b>	<b>Date Hired</b>	<b>Department</b>	<b>Position</b>
<b>Classified</b>			
Cook, Salina	12/3/18	Fiscal Services	Payroll Technician
Schmidt, Carolyn	12/3/18	CAP Center	Administrative Assistant
Burton, Matthew	12/21/18	Mail Services	Mail and Receiving Clerk
Filener, Angela	12/10/18	Admissions and Records	Enrollment Associate
Pelayo, Alexis	12/17/18	Admissions and Records	Enrollment Associate
<b>Temporary Hourly</b>			
Bumby, Mitchell	12/1/18	Aviation	Certified Flight Instructor
Larkins, Drew	12/1/18	Aviation	Certified Flight Instructor
Hohensee, Raymond	12/3/18	Mathematics	Math Grader
Lieder, Frederick	12/10/18	Aviation	Certified Flight Instructor
Yeager-Rounds, Andrea	12/10/18	Outreach Liaison	Automotive





## Central Oregon Community College Board of Directors: Resolution

---

<b>Subject</b>	Approve the contract for <b>Stephina Brewer, Full-Time Adult Basic Education Reading/Writing Instructor</b>
<b>Student Experience</b>	SE-1: Develop and implement a comprehensive approach to academic offerings and student support services on all campuses and online.
<b>Student Success</b>	SS-2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.
<b>Prepared By</b>	<b>Diana Glenn, Human Resources Manager</b>

### A. Background

The Full-Time Adult Basic Education Reading/Writing Instructor position is a replacement position.

### B. Options/Analysis

- Approve the employment contract for **Stephina Brewer**
- Decline approval of the employment contract for **Stephina Brewer**

### C. Timing

The **Full-Time Adult Basic Education Reading/Writing Instructor** position is a 9-month employment contract each fiscal year. For the 2018-19 fiscal year, the initial employment contract period will be from January 7, 2019 to June 30, 2019. As with all other full-time Administrator employees, a new contract will be prepared for the next academic year that begins on July 1, 2019.

### D. Budget Impact

This position is in the 2018-2019 budget and conforms to the current approved Adult Basic Education salary schedule.

### E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors hereby approve the employment contract for **Stephina Brewer** as **Full-Time Adult Basic Education Reading/Writing Instructor**.

Stephina Brewer earned her bachelor's degree in Art History/Latin and her master's degree in Applied Linguistics/Teaching of English to Speakers of Other Languages from Arizona State University. Most recently, she was the Instructor/Coordinator of Tutor and Conversational Partner Program at the University of Oregon American English Institute. Prior experience includes teaching English for Specific Purposes for adults and high school students preparing to take university entrance exams in Phoenix and teaching workplace literacy and GED preparation for Rio Salado College.



## Central Oregon Community College Board of Directors: Resolution

---

<b>Subject</b>	Approve the contract for <b>Jeffrey Strang as Exercise Physiologist</b>
<b>Student Experience</b>	SE-1: Develop and implement a comprehensive approach to academic offerings and student support services on all campuses and online.
<b>Student Success</b>	SS-1: Enhance development of course and program offerings and delivery methods.
<b>Prepared By</b>	<b>Diana Glenn, Human Resources Manager</b>

### A. Background

The Exercise Physiologist position is a restructured position.

### B. Options/Analysis

- Approve the employment contract for **Jeffrey Strang**
- Decline approval of the employment contract for **Jeffrey Strang**

### C. Timing

The **Exercise Physiologist** position is a 10-month employment contract each fiscal year. For the 2018-19 fiscal year, the initial employment contract period will be from December 31, 2018 to June 30, 2019. As with all other full-time Administrator employees, a new contract will be prepared for the next academic year that begins on July 1, 2019.

### D. Budget Impact

This position is in the 2018-2019 budget and conforms to the current approved Administrative salary schedule.

### E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors hereby approve the employment contract for **Jeffrey Strang as Exercise Physiologist**.

Mr. Strang graduated from COCC in 2015 with an Associate of Arts Oregon Transfer degree. While a student at COCC he was a member of the baseball and rugby teams. Mr. Strang was recently a Teacher's Assistant and Research Assistant at the University of Montana where he obtained his Master's degree in Health and Human Performance Exercise Science. Mr. Strang holds a Bachelor's degree in Exercise and Sport Science from Oregon State University-- Cascades.

**Central Oregon Community College  
Board of Directors: Resolution**

**Prepared by:** David Dona, Chief Financial Officer

<b>Subject:</b>	Notification of mileage rate and approval of meal per-diem rates.
<b>Strategic Plan Connection:</b>	
Institutional Efficiency	IE-3: Define, document and practice clear operational decision-making.

**A. Background**

*Mileage Rate:* The College's general business procedures (B-2-6.1) require the Board be notified of the personal car mileage rate annually. The College follows the approved federal mileage rate established by the Internal Revenue Service (IRS). The IRS's standard mileage rate is based on an annual study of the fixed and variable costs of operating an automobile. The federal mileage rate for 2019 increased to \$58.0 cents per mile from the 2018 rate of \$54.5 cents per mile

*Meal Per-Diem Rates:* General business procedures (B-2-6.1) require the reimbursement for the cost of employee meals shall be at the rate established by the Board. The College follows the U.S. General Services Administration (GSA) standard rates for Oregon's in-state per-diem rates. The out-of-state meal per-diem rates represent 125% of Oregon's in-state meal per-diem rates. The in-state and out-of-state meal per-diem daily rates increased \$4.00 to \$50.00 and \$62.00 respectively. Proposed meal per-diem rates are itemized below.

	In-State Rates*	Out-of-State Rates**
Breakfast	\$13.00	\$16.00
Lunch	\$14.00	\$17.00
Dinner	\$23.00	\$29.00
Total	\$50.00	\$62.00
* In-State rates reflect the GSA Federal standard rates for Oregon.		
** Out-of-State rates are 125% of GSA Federal in-state rates for Oregon		

**B. Options**

- 1) Approve proposed meal per-diem rates
- 2) Do not approve proposed meal per-diem rates

**C. Timing**

Approval of this resolution will allow the continued use of GSA's standard meal per-diem rates for Oregon in 2019.

**D. Budget Impact**

Costs associated with the mileage rate and meal per-diem rates will be managed within the adopted budget.

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors hereby approve the proposed meal per-diem rates presented in Section A.

Central Oregon Community College  
Monthly Budget Status  
Highlights of November 2018 Financial Statements

**Cash and Investments**

The College's operating cash balances currently total \$38.4 million. The November average yield for the Local Government Investment Pool remains unchanged at 2.50%.

**General Fund Revenues**

The College received \$14.8 million in property tax revenues for the month of November, which represents 89.4% of anticipated collections. Winter term registration started on November 26, resulting in an increase in tuition and fee revenues of \$2.3 million over the prior month. The budgeted transfers-in have been posted for the year.

**General Fund Expenses**

The expenses through November 2018 include the required budgeted inter-fund transfers-out for the fiscal year.

**Budget Compliance**

All general fund appropriation categories are within budget.

**Central Oregon Community College**

**Cash and Investments Report**

**As of November 30, 2018**

<b>College Portfolio</b>	<b>Operating Funds</b>	<b>Trust/Other Funds</b>
<b>Cash in State Investment Pool</b>		
4089 - General operating fund	\$ 37,135,542	
3624 - Robert Clark Trust		\$ 380,457
November Average Yield 2.50%		
<b>Cash in USNB</b>	\$ 1,310,053	
<b>Cash on Hand</b>	\$ 4,600	
Total Cash	<u>\$ 38,450,195</u>	<u>\$ 380,457</u>

**Central Oregon Community College**  
**Monthly Budget Status**  
**November 2018**

**Exhibit 7a**  
09-Jan-19

<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>
<b>Revenues</b>					
District Property Taxes:					
Current Taxes	\$ 16,589,000	\$ 14,831,983	\$ (1,757,017)	89.4%	91.5%
Prior Taxes	509,000	399,990	(109,010)	78.6%	50.5%
Tuition and fees	17,028,000	8,783,480	(8,244,520)	51.6%	57.1%
State Aid	8,337,000	4,025,250	(4,311,750)	48.3%	54.5%
Program and Fee Income	70,000	14,275	(55,725)	20.4%	40.1%
Interest & Misc. Income	135,000	26,720	(108,280)	19.8%	24.5%
Transfers-In	2,191,000	2,191,000	-	100.0%	100.0%
<b>Total Revenues</b>	<b>\$ 44,859,000</b>	<b>\$ 30,272,698</b>	<b>\$ (14,586,302)</b>		
<b>Expenses by Function</b>					
Instruction	\$ 21,115,127	\$ 6,462,233	\$ 14,652,894	30.6%	31.1%
Academic Support	3,680,299	1,448,526	2,231,773	39.4%	38.3%
Student Services	4,832,095	1,659,365	3,172,730	34.3%	35.3%
College Support	5,704,709	2,226,633	3,478,076	39.0%	37.3%
Plant Operations and Maintenance	4,450,028	1,530,572	2,919,456	34.4%	34.0%
Information Technology	4,477,198	1,674,430	2,802,768	37.4%	38.5%
Financial Aid	112,897	35,461	77,436	31.4%	41.5%
Contingency	800,000		800,000	0.0%	0.0%
Transfers-Out	2,340,352	2,321,972	18,380	99.2%	99.2%
<b>Total Expenses</b>	<b>\$ 47,512,705</b>	<b>\$ 17,359,192</b>	<b>\$ 30,153,513</b>		
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (2,653,705)</b>	<b>\$ 12,913,506</b>	<b>\$ 15,567,211</b>		

**Central Oregon Community College**  
**Monthly Budget Status**  
November 2018

**Exhibit 7a**  
9-Jan-19

	<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>
<b><u>Non General Funds</u></b>					
<b>Debt Service Fund</b>					
Revenues	\$ 5,502,078	\$ 4,405,344	\$ (1,096,734)	80.1%	79.8%
Expenses	5,643,781	1,988,603	3,655,178	35.2%	36.1%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (141,703)</b>	<b>\$ 2,416,741</b>	<b>\$ 2,558,444</b>		
<b>Grants and Contracts Fund</b>					
Revenues	\$ 3,402,921	\$ 657,811	\$ (2,745,110)	19.3%	14.1%
Expenses	3,416,813	962,225	2,454,588	28.2%	18.9%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (13,892)</b>	<b>\$ (304,414)</b>	<b>\$ (290,522)</b>		
<b>Capital Projects Fund</b>					
Revenues	\$ 1,209,077	\$ 1,184,068	\$ (25,009)	97.9%	98.1%
Expenses	5,166,029	876,140	4,289,889	17.0%	26.4%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (3,956,952)</b>	<b>\$ 307,928</b>	<b>\$ 4,264,880</b>		
<b>Enterprise Fund</b>					
Revenues	\$ 7,247,485	\$ 3,614,423	\$ (3,633,062)	49.9%	49.2%
Expenses	7,237,143	3,598,475	3,638,668	49.7%	44.0%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ 10,342</b>	<b>\$ 15,948</b>	<b>\$ 5,606</b>		
<b>Auxiliary Fund</b>					
Revenues	\$ 7,379,662	\$ 4,265,496	\$ (3,114,166)	57.8%	56.7%
Expenses	9,796,641	4,156,687	5,639,954	42.4%	49.4%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (2,416,979)</b>	<b>\$ 108,809</b>	<b>\$ 2,525,788</b>		
<b>Reserve Fund</b>					
Revenues	\$ 15,502	\$ -	\$ (15,502)	0.0%	0.0%
Expenses	540,000	502,930	37,070	93.1%	87.5%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (524,498)</b>	<b>\$ (502,930)</b>	<b>\$ 21,568</b>		
<b>Financial Aid Fund</b>					
Revenues	\$ 17,659,611	\$ 4,307,600	\$ (13,352,011)	24.4%	26.2%
Expenses	17,735,190	4,562,660	13,172,530	25.7%	28.1%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (75,579)</b>	<b>\$ (255,060)</b>	<b>\$ (179,481)</b>		
<b>Internal Service Fund</b>					
Revenues	\$ 239,377	\$ 57,909	\$ (181,468)	24.2%	28.0%
Expenses	352,771	125,880	226,891	35.7%	33.9%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (113,394)</b>	<b>\$ (67,971)</b>	<b>\$ 45,423</b>		
<b>Trust and Agency Fund</b>					
Revenues	\$ 3,726	\$ 3,735	\$ 9	100.2%	62.2%
Expenses	3,600	1,200	2,400	33.3%	28.6%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ 126</b>	<b>\$ 2,535</b>	<b>\$ 2,409</b>		



## Central Oregon Community College Board of Directors: Information Item

---

<b>Subject</b>	2019 Season of Nonviolence – Summary of Events
<b>Strategic Plan Connection</b>	Student Enrichment 1-3: Promote diversity, inclusiveness and community on all campuses and online.
<b>Prepared By:</b>	Charlotte Gilbride, Nancy R. Chandler Visiting Scholar Coordinator Alicia Moore, Dean of Student & Enrollment Services Jyoti Rawal, Director of Multicultural Activities

### INTRODUCTION

Inspired by the work of Mahatma Gandhi, Dr. Martin Luther King, Jr., César Chávez, and Chief Wilma Mankiller, the annual Season for Nonviolence honors these leaders' visions for an empowered, nonviolent world. Colleges and universities throughout the country celebrate the Season of Nonviolence by bringing together community partners to educate and empower communities on how to use non-violent methods to create a more peaceful world.

This year is the 11<sup>th</sup> anniversary of the Season of Nonviolence sponsored by the COCC Office of Multicultural Activities, the Nancy R. Chandler Visiting Scholar program and many campus and community partners, including Deschutes Cultural Coalition, Associated Students of COCC, Associated Students of OSU-Cascades, Brooks Resources Corporation and Fairfield Inn and Suites by Marriott. The Season of Nonviolence events are below and information will be posted soon to COCC's website.

### DR. ROBIN DIANGELO, AUTHOR and EDUCATOR

Author, educator and trainer, Dr. Robin DiAngelo received her PhD in Multicultural Education from the University of Washington and is a tenured faculty member at Westfield State University in Massachusetts. Her teaching and trainings include subjects such as inter-group dialogue facilitation, cultural diversity and social justice, and anti-racist education. She is the author of numerous publications, including "White Fragility: Why It's So Hard for White People to Talk About Racism," and is frequently sought after for trainings, workshops and other teachings. Please join COCC and the Nancy R. Chandler Visiting Scholar program for two events offered by Dr. DiAngelo. Events are free and open to the public.

#### ***Seeing the Racial Water***

***Wednesday, January 30 \* 6:00 – 7:30 pm \* Coats Campus Center, Wille Hall (Bend)***

What does it mean to be white in a society that proclaims race meaningless, yet is deeply divided by it? Weaving information, analysis, images and familiar examples, Dr. DiAngelo will explain what makes racism so hard for white people to see and identify common white racial patterns that prevent us from achieving greater racial equity. Although the focus is on white racial identity, people of color



may also find the analysis valuable as it is one that is rarely affirmed or provided in mainstream society.

**White Fragility Workshop**

**Thursday, January 31 \* 9:30 – 11:00 am \* Coats Campus Center, Wille Hall (Bend)**

Join us for a workshop on what Dr. DiAngelo has termed “White Fragility.” White Fragility is a state in which even a minimal challenge to the white position becomes intolerable, triggering a range of defensive responses. This workshop will provide an overview of the socialization that instills White Fragility and provide the perspectives and skills needed for white people to build racial stamina and develop more equitable racial practices.

**Community Reads Series**

The 2019 Season of Nonviolence will offer a community reads books series, based on Dr. DiAngelo’s book “White Fragility: Why It’s So Hard for White People to Talk About Racism.” Locations, dates, times and contact information are:

Location	Dates	Time	Contact
COCC Bend Barber Library Oregon Room	Thursdays beginning January 17	12:00 – 1:00 pm	Tina Hovekamp <a href="mailto:thovekamp@cocc.edu">thovekamp@cocc.edu</a> 541-383-7295
COCC Redmond Multicultural Center	January 16 and 23; February 6 and 13	12:00 – 1:00 pm	Evelia Sandoval <a href="mailto:esandoval@cocc.edu">esandoval@cocc.edu</a> 541-318-3726
COCC Prineville Room 112	Mondays beginning January 14	12:00 – 1:00 pm	Christy Walker <a href="mailto:cwalker2@cocc.edu">cwalker2@cocc.edu</a> 541-383-3717
COCC Madras Community Room	Thursdays beginning January 24	11:30 am – 12:30 pm	Eileen Sather <a href="mailto:esather@cocc.edu">esather@cocc.edu</a> 541-383-7729
Not in Our Town/Social Justice Center (155 NW Irving Ave, Bend)	Tuesdays beginning January 8	5:30 – 6:30 pm	Michel Funke <a href="mailto:funkeredfinn24@gmail.com">funkeredfinn24@gmail.com</a> 541-350-3053
Trinity Episcopal Church, Bend	Wednesdays beginning January 16	2:30 - 4:00 pm	Betsy Warriner <a href="mailto:warriner@bendcable.com">warriner@bendcable.com</a>

An additional community reads series to be hosted by OSU-Cascades. Please visit their website for details. Other community reads series may follow; please visit [cocc.edu/departments/multicultural/](http://cocc.edu/departments/multicultural/) for potential additional opportunities.

**XIOMARA Y. TORRES -- CIRCUIT COURT JUDGE, MULTNOMAH COUNTY**

**Once an Undocumented Immigrant & Foster Child: Now an Oregon Judge**

**Thursday, February 21 \* 6:00 – 7:30 pm \* Coats Campus Center, Wille Hall (Bend)**

Judge Xiomara Torres will offer us a personal tale of overcoming adversity through hard work and education. She arrived undocumented in the U.S. from her home country of El Salvador at the age of nine and faced many obstacles, yet she held onto hope and possibility ever since her arrival to the U.S.

In March 2017, she was appointed as a Circuit Court Judge for Multnomah County, and brings diversity to the bench not often seen in Oregon or across the nation -- as a Latinx but also as a child abuse victim and product of the foster care system.

Judge Torres' program is free and open to the public, although guests are encouraged to RSVP at [www.cocc.edu/foundation/vsp](http://www.cocc.edu/foundation/vsp) to reserve your seat.



## Central Oregon Community College Board of Directors: Information Item

---

<b>Subject</b>	COCC and Oregon State University Degree Partnership Program
<b>Strategic Plan Connection</b>	<ul style="list-style-type: none"> <li>• Student Success 1: Enhance development of course and program offerings and delivery methods.</li> <li>• Student Success 2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.</li> </ul>
<b>Prepared By:</b>	Alicia Moore, Dean of Student and Enrollment Services

### Background

Central Oregon Community College and Oregon State University – Cascades Campus have had a strong partnership since the inception of OSU-Cascades in 2002. From the beginning, both COCC and OSU wanted to ensure a seamless process for a student to take classes at either institution as needed based on student academic planning, interest, and scheduling. As such, COCC and OSU signed a “dual admissions” agreement under which a student who was admitted to OSU-Cascades would be admitted *automatically* to COCC. Students could then register for any combination of courses (all OSU-Cascades classes, all COCC classes, or a combination of both) and change this mix on a quarter-by-quarter basis. Additionally, students could combine credits and receive financial aid as if attending one institution. It is important to note that at the time OSU-Cascades was established, it was housed on the COCC campus and did not offer lower-division courses.

### Degree Partnership Program

In fall 2014, OSU-Cascades began offering limited lower-division classes and in fall 2015, OSU-Cascades established its own campus separate from COCC. Since then, both institutions have discussed the option to enter into a more traditional “degree partnership program” (DPP) in which a student *opts in* to the program, as opposed to automatic admission. Doing so provides a more accurate sense of a student’s true goals and allows the institutions to advise and communicate with students based on this goal. Therefore, COCC and Oregon State University entered into a DPP program in late fall 2018. The two primary differences between the dual admissions agreement and DPP program are:

- Students opt-in to the program, either at the point of admission or after admission (if after admission, students have a second application to complete, and the application fee is waived).
- The DPP option applies to any OSU student, regardless of campus location (including online).

The new DPP option is available to any student applying to OSU for summer 2019 or later.

**Other DPP Highlights**

- DPP students are assigned to an OSU-Cascades advisor, noting that the advisors work from a course articulation guide to help students understand their OSU-Cascades and COCC course options.
- Tuition and fees are based on the institution which hosts the course and each institution's residency policy applies.
- Students can work with financial aid and enrollment staff at either institution to determine how to maximize their financial aid, including institutional scholarships and the Oregon Promise grant.

**Central Oregon Community College  
Board of Directors: Resolution**

**Prepared by:** David Dona, Chief Financial Officer  
Lori Benefiel, Auxiliary Services Director  
Andrew Davis, Director of Student and Campus Life

<b>Subject:</b>	Approval of 2019-20 Residence Hall Room and Meal Plan Rates.
<b>Strategic Plan Connection:</b>	
Institutional Efficiency	IE-3: Define, document and practice clear operational decision-making.
Student Success	SS-3: Enhance and promote the resources and support services available to help students overcome non-academic challenges.

**A. Discussion/History**

Each year, student residence hall room and meal plan rates are brought to the Board of Directors for review and approval. The meal plan rates are intended to provide good food options (dining hall, café and market), create sufficient revenue to cover the food service management contract fees, and provide funds to maintain and replace food service equipment and small-wares. Using feedback from students, Sodexo, and food surveys, a new food plan was created (Starter) for year 2019-20 which provides more spending flexibility. We now also allow food plan flex dollar balances to carry forward to the next term within the academic year. The residence hall room rates are intended to maintain competitive pricing to sustain high occupancy levels while increasing revenue to make positive progress toward self-sufficiency. The College is recommending an increase of 3% to meal plans and 3.4% increase to room rates, which represent an average annual combined room and meal plan increase of 3.3%. The proposed room and meal plan rate recommendations are presented below.

<b>Meal Plans (annual)</b>					
Plan	Description	2018-19	2019-20	\$ Change	% Change
Starter	7 Meals/Week + \$500 Flex Cash	\$ -	\$ 4,041	na	na
Basic	9 Meals/Week + \$400 Flex Cash	\$ 4,091	\$ 4,215	\$ 124	3.0%
Standard	14 Meals/Week + \$200 Flex Cash	\$ 4,471	\$ 4,605	\$ 134	3.0%
Preferred	19 Meals/Week + \$100 Flex Cash	\$ 4,854	\$ 5,001	\$ 147	3.0%
<b>Rooms (annual)</b>					
Type	Description	2018-19	2019-20	\$ Change	% Change
Quad Double	Double Occupancy	\$ 6,678	\$ 6,906	\$ 228	3.4%
Quad Single	Single Occupancy	\$ 9,516	\$ 9,840	\$ 324	3.4%

<b>Annual Combined Double Room and Meal Plan Rates - Double Occupancy</b>					
Plan	Description	2018-19	2019-20	\$ Change	% Change
Starter	Double Occupancy	\$ -	\$ 10,947	na	na
Basic	Double Occupancy	\$ 10,770	\$ 11,121	\$ 351	3.3%
Standard	Double Occupancy	\$ 11,151	\$ 11,511	\$ 361	3.2%
Preferred	Double Occupancy	\$ 11,532	\$ 11,907	\$ 375	3.3%
<b>Annual Combined Double Room and Meal Plan Rates - Single Occupancy</b>					
Plan	Description	2018-19	2019-20	\$ Change	% Change
Starter	Single Occupancy	\$ -	\$ 13,881	na	na
Basic	Single Occupancy	\$ 13,608	\$ 14,055	\$ 447	3.3%
Standard	Single Occupancy	\$ 13,989	\$ 14,445	\$ 456	3.3%
Preferred	Single Occupancy	\$ 14,370	\$ 14,841	\$ 471	3.3%

**B. Options**

- 1) Approve proposed room and meal plan rates
- 2) Decline the proposed room and meal plan rates
- 3) Offer alternative recommendations for room and meal plan rates

**C. Timing**

Staff request approval at the January Board of Directors' meeting as this allows the College to update residence hall marketing and promotional materials, offer contracts to potential students in line with other Oregon colleges and universities, and respond to prospective students requesting 2019-20 housing information.

**D. Budget Impact**

The increase to room rate of 3.4% will bring in an additional \$72 thousand for residence hall operations and the 3% increase to meal plan rates will allow the College to recover the increases in both food costs and food service management contract fees.

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors hereby approve the proposed 2019-20 room and meal plan rates as shown in Section A.



**Central Oregon Community College  
Board of Directors: Information Item**

---

<b>Subject</b>	<b>Unified Statewide Transfer Agreements / Major Transfer Maps</b>
<b>Strategic Plan Initiatives</b>	<b>Student Success</b> Provide resources and support to facilitate increased student persistence and educational goal achievement.
<b>Prepared By</b>	<b>Betsy Julian, Vice President for Instruction</b>

HB 2998 directed the Higher Education Coordinating Commission (HECC) to improve transfer pathways between community colleges and state universities. Among other things, HECC was specifically mandated to develop a common foundational curriculum available to students by 2018-19, and to develop unified statewide transfer agreements (USTAs) for three major courses of study per year with the first being established by December 1, 2018.

HECC convened a Transfer Workgroup that established the Foundational Curricula (now called Core Transfer Maps), and recommended Biology, Business, English, and Education as the first four disciplines for which Unified Statewide Transfer Agreements, (now called Major Transfer Maps) would be created. Individual statewide Major Transfer Map Workgroups were established for each of these four disciplines; COCC has a faculty representative on each workgroup.

The four Major Transfer Map Workgroups have been working, with varying degrees of success, to create a unified statewide plan that would enable students to take their first two years of schooling at a community college and then transfer to any state university with the guarantee that it is possible to complete their major in 2 years. The intent was for these Major Transfer Maps to be a simple list of courses that a student could take at any community college that would articulate to any state university, and fulfill all of the requirements for the first two years in the specific discipline. This task was not as simple as envisioned by legislators; some of the challenges are:

- each university has its own unique set of requirements for each major,
- individual courses differ in number of credits at different universities,
- courses that are lower division requirements at some universities are upper division courses at other universities,
- course outcomes vary for courses with the same name,
- pre-requisite differ.

Despite these challenges, progress has been made. The Core Transfer Map has been established, and a Biology Major Transfer Map that meets the letter, if not the spirit, of the legislation has been tentatively approved.

CORE TRANSFER MAPS		
<p>The Core Transfer Maps are broad descriptions of course requirements for students at any Oregon community college or public university. Students who have not yet declared a major and plan to transfer may take classes that fit these categories at any Oregon community college and expect all classes to transfer and meet at least 30 credits of general education requirements for a bachelor's degree at any Oregon public university.</p> <p>Note that many majors have specific course requirements for categories within the Core Transfer Maps. The Core Transfer Maps are intended as starting points for students who plan to transfer to a university, but are unsure of their intended major or transfer destination. Students who are certain of their major, but not their transfer destination, should determine if there is a developed Major Transfer Map for their chosen discipline, and follow that as a guide. Students who are certain of both their major and their intended transfer destination should consult an advisor for information on an existing specific articulation agreement, Major Transfer Map, or degree map that will prescribe their course requirements.</p>		
REQUIRED COURSES		
Subject	General Core Transfer Map	STEM Core Transfer Map
Writing	WR121 (3-4 credits)	WR121 (3-4 credits)
Arts & Letters	2 courses (6-8 credits) See list of AA/OT outcome courses.	2 courses (6-8 credits) See list of AA/OT outcome courses.
Social Sciences	2 courses (6-8 credits) See list of AA/OT outcome courses. <i>* See an advisor for recommended courses.</i>	2 courses (6-8 credits) See list of AA/OT outcome courses.
Natural Sciences	2 courses with labs (8-10 credits) See list of AA/OT outcome courses. <i>* Non-majors level recommended.</i>	2 courses with labs (8-10 credits) See list of AA/OT outcome courses. <i>* See an advisor for recommended courses.</i>
Math	1 course (4-5 credits) See list of AA/OT outcome courses. <i>* See an advisor for recommended courses.</i>	1 course (4-5 credits) See list of AA/OT outcome courses <i>* See an advisor for recommended courses.</i>
ADDITIONAL REQUIREMENTS		
Subject	General Core Transfer Map	STEM Core Transfer Map
Cultural Literacy	At least 1 required course must also meet the Cultural Literacy outcomes.	At least 1 required course must also meet the Cultural Literacy outcomes.
At Least 30 Total Credits	If the credit total for the required courses is less than 30 credits, select a course of your choice from the AA/OT outcome courses. <i>* See an advisor for recommended courses.</i>	If the credit total for the required courses is less than 30 credits, select a course of your choice from the AA/OT outcome courses. <i>* See an advisor for recommended courses.</i>
Completion standards	All courses must be passed with a grade of "C-" or better. Students must have a minimum cumulative GPA of 2.0 at the time of award.	All courses must be passed with a grade of "C-" or better. Students must have a minimum cumulative GPA of 2.0 at the time of award.
COMPLETED Core Transfer Maps		
Subject	General Core Transfer Map	STEM Core Transfer Map
Total	At least 8 courses (at least 30 credits)	At least 8 courses (at least 30 credits)

<https://www.oregon.gov/highered/policy-collaboration/Documents/Transfer-Credit/2998/Core-Transfer-Maps-One-pager.pdf>

For more information::

<https://www.oregon.gov/highered/policy-collaboration/Pages/transfer-2998.aspx>

<https://www.oregon.gov/highered/policy-collaboration/Documents/Transfer-Credit/2998/Implementation%20Guide.pdf>



## MAJOR TRANSFER MAP: **B.S. IN BIOLOGY**

ADD EXPLANATORY TEXT

CORE TRANSFER MAP		
<i>Writing</i>		
1 course	WR121	3-4
<i>Arts &amp; Letters</i>		
1 <sup>st</sup> course	Choose from AAOT-approved courses	3-4
2 <sup>nd</sup> course	Choose from AAOT-approved courses	3-4
<i>Social Sciences</i>		
1 <sup>st</sup> course	Choose from AAOT-approved courses	3-4
2 <sup>nd</sup> course	Choose from AAOT-approved courses	3-4
<i>Natural Sciences</i>		
1 <sup>st</sup> course	Biology 211 <sup>1</sup> <span style="color: red; font-size: small;"><sup>1</sup> Biology 211, 212, and 213 must be taken at the same institution</span>	4-5
2 <sup>nd</sup> course	Biology 212 <sup>1</sup> <span style="color: red; font-size: small;"><sup>1</sup> Biology 211, 212, and 213 must be taken at the same institution</span>	4-5
<i>Mathematics</i>		
1 course	Math 111 <sup>1</sup> <span style="color: red; font-size: small;"><sup>1</sup> Students who test out of Math 111 may substitute a recommended elective (see page 2).</span>	4-5
<i>At least 1 Core Transfer Map course must also be an AAOT-approved Cultural Literacy course</i>		
<b>Core Transfer Map Total</b>		<b>27-35</b>
ADDITIONAL MAJOR TRANSFER MAP COURSES		
<i>General Education</i>		
Writing	Writing 122 or Writing 227	3-4
Math	Math 112 <sup>1</sup> <span style="color: red; font-size: small;"><sup>1</sup> Students who test out of Math 112 may substitute a recommended elective (see page 2).</span>	4-5
<i>Major Requirements</i>		
Biology	Biology 213 <sup>1</sup> <span style="color: red; font-size: small;"><sup>1</sup> Biology 211, 212, and 213 must be taken at the same institution</span>	4-5
Chemistry	3-course General Chemistry sequence with lab	12-18
Physics/Math/Chemistry	<p><b>PICK TWO SEQUENCES</b></p> <p style="color: red; font-size: small;"><i>Strongly recommended to see an advisor for assistance with sequence selection</i></p> <ul style="list-style-type: none"> <li><b>3-course General Physics (algebra or calculus)</b></li> <li><b>MTH 251 &amp; 252<sup>1,2</sup></b></li> <li><b>3-course Organic Chemistry sequence<sup>3,4</sup></b></li> </ul> <p><span style="color: red; font-size: small;"><sup>1</sup> Students transferring to PSU may substitute MTH 243 &amp; 244 for MTH 251 &amp; 252.</span></p> <p><span style="color: red; font-size: small;"><sup>2</sup> Students transferring to EOU may substitute MTH 243 for MTH 252.</span></p> <p><span style="color: red; font-size: small;"><sup>3</sup> Students considering pre-medical, pre-dental, and pre-pharmacy programs should consider Organic Chemistry sequence.</span></p> <p><span style="color: red; font-size: small;"><sup>4</sup> Organic Chemistry sequence is strongly recommended for all transfers to OSU.</span></p>	20-33
<i>Electives</i>	Elective courses to reach 90 credits (see recommended electives on page 2)	0-16
<b>Additional MTM Courses Total</b>		<b>47-65</b>
<b>MAJOR TRANSFER MAP TOTAL</b>		<b>90-100</b>

RECOMMENDED ELECTIVES						
EOU	OIT	OSU	PSU	SOU	UO	WOU
• MTH 243	<ul style="list-style-type: none"> <li>WRI 122 or 227</li> <li>BIO 200</li> <li>4-6 credits social science</li> <li>1-3 credits humanities</li> <li>2 credits lower division health biology</li> </ul>	<ul style="list-style-type: none"> <li>COMM 111</li> <li>3 credits Fitness</li> <li>1 Difference, Power and Discrimination course</li> </ul>	• MTH 243	• MTH 243		