



CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Monday, November 18, 2019 – 5:45 PM
Christiansen Boardroom – Boyle Education Center

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:45 pm	I. Call to Order			Craska Cooper
	II. Introduction of Guests			Craska Cooper
	III. Agenda Changes			
	IV. Public Comments			
	A. Bend Urban Renewal Fact Sheet	4.a		Matt Stuart ^P
	V. Consent Agenda***			
	A. Minutes			
	1. Regular Meeting (October 9, 2019)	5.a1	X	Smith
	B. Personnel			
	1. New Hire Report (October 2019)	5.b1	X	Boehme ^A
	C. Approval of Contracts			
	1. Bisso-Fetzer	5.c1	X	✓
VI. Information Items				
A. Financial Statements	6.a		Bloyer ^A	
B. Wickiup Residence Hall - Annual Report	6.b		Moore ^A	
C. Strategic Plan – Goal # 1	6.c*		Julian ^P	
D. Enrollment Report	6.d*		Moore ^P	
VII. Old Business				
A.				
VIII. New Business				
A. Re-appointment of Budget Committee Members	7.a	X	Paradis ^P	
B. Approval of Student Success Indicators	7.b	X	Skatvold ^P	
IX. Board of Directors' Operations				
A. Board Member Activities			Craska Cooper	
X. President's Report			Chesley	
XI. Dates				
A. Wednesday, December 11 - Board of Directors' Meeting @ 5:45 p.m. (Location: COCC Bend Campus, Christiansen Boardroom)				
B.				
XII. Adjourn				

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

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

*** Confirmation of Consent Agenda items submitted by the President. Any item may be moved from the Consent Agenda to Old/New Business by a Board Member asking the Chair to consider the item separately.

P = indicates a Presentation will be provided. A = indicates the presenter is Available for background information if requested.

Exhibit: 4.a
Board of Directors' Mtg.
November 18, 2019
Pgs. 1-26



BEND URBAN RENEWAL AGENCY – CORE AREA URBAN RENEWAL UPDATE



- Resolution No. 123 – URAB Responsibility
- Schedule/Process Timeline
- Changes to ORS 457 – Urban Renewal Legislation
- Preliminary Boundary
- Initial Tax Increment Projections
- Preliminary Project Categories & Funding Allocation
- URAB Recommendation – Urban Renewal
- BURAD Direction

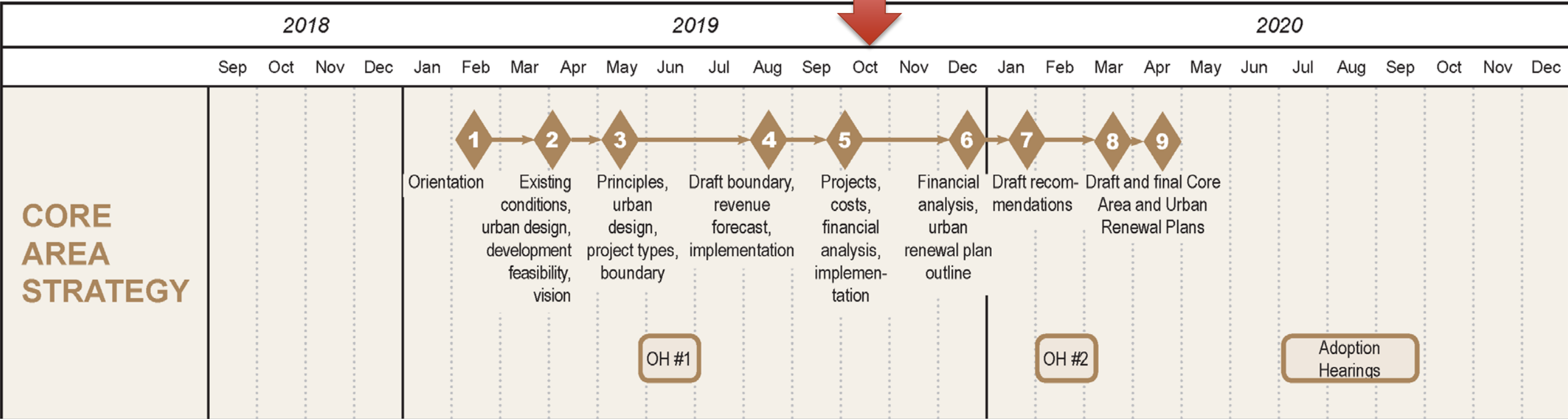
RESOLUTION NO. 123



- Bend Urban Renewal Agency (BURA) sought input regarding the creation of a new Urban Renewal District
 - Urban Renewal feasibility
 - Urban Renewal Plan & Report
- Created the Urban Renewal Advisory Board (URAB)
- URAB provides input to BURA in regard to:
 - Feasibility of Urban Renewal in the Core Area
 - Development/Creation of an Urban Renewal Plan & Report
 - Adoption of a new Urban Renewal District

SCHEDULE/PROCESS

SCHEDULE / PROCESS



CHANGES TO ORS 457 – URBAN RENEWAL



“Public Building” means:

- A fire station, police station, public library, public hospital, capitol building, school as defined in ORS 339.315, college, university, city hall or the residence of any state official elected by the state at large.
- A public art statue, sculpture, clock tower or bell tower.

“Public Building” does NOT mean:

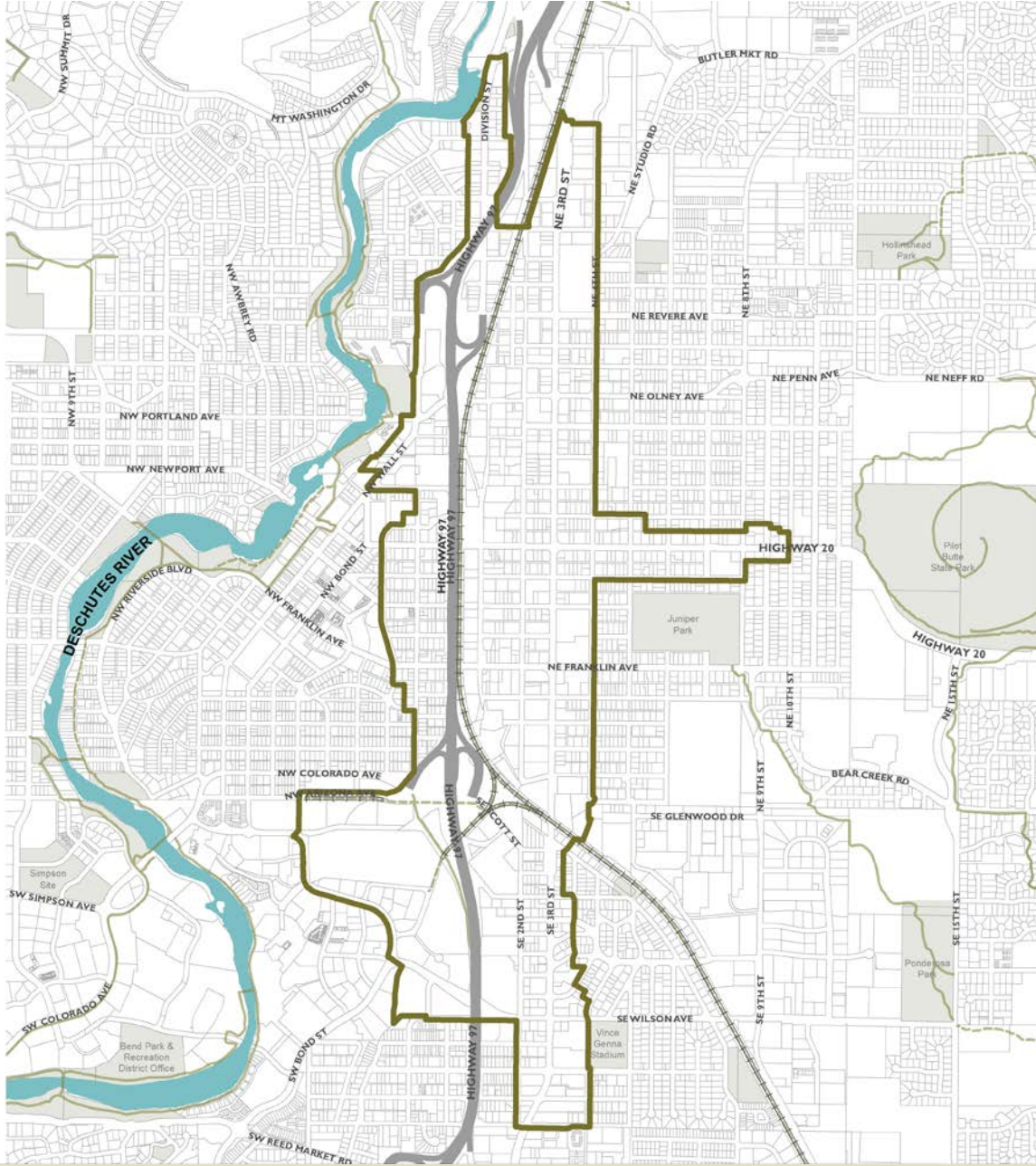
- Property acquired by an urban renewal agency with the intent to redevelop or sell the property, or lease property for a taxable use.
- Transportation infrastructure, Water or wastewater infrastructure facilities, including treatment facilities.
- Tourism-related facilities as defined in ORS 320.300.
- Park and recreation facilities, including sports fields.



In order to include a “**public building**” in a new Urban Renewal Plan, the Urban Renewal Agency must receive concurrence for the project by 3 of the top 4 taxing districts estimated to forgo the most property tax revenue.

- Bend-La Pine School District
- City of Bend
- Deschutes County
- Bend Park & Recreation District

PRELIMINARY BOUNDARY



PRELIMINARY BOUNDARY



- 637.18 Acres

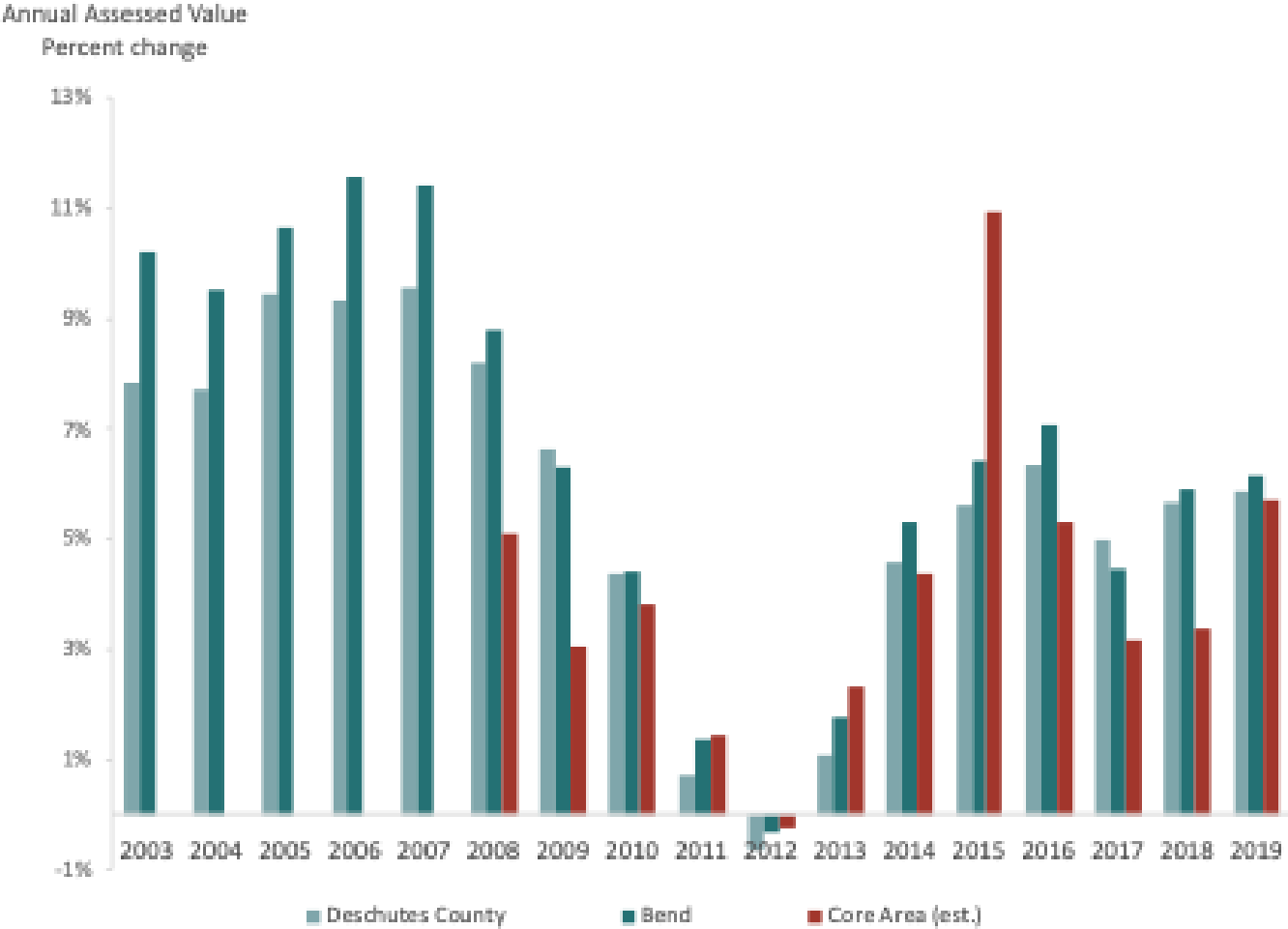
TAX INCREMENT PROJECTIONS



Goal:

- Set reasonable expectations for project funding (estimates, not guarantees)
- Understand roughly how much growth it would take to fund projects
- Balance UR funding capacity against foregone revenue
- **Inform first draft of funding plan**

AVERAGE ANNUAL GROWTH RATE



	Average Annual Growth Rate
Low (historical trend)	4%
Medium 1	5%
Medium 2	5.5%
High	6%

Source: Tiberius Solutions, ECONorthwest



AVERAGE ANNUAL CONSTRUCTION VALUE (NEW)



Source: Tiberius Solutions, ECONorthwest



- **Growth Rate:**
 - 5% average annual growth reasonable
 - 5.5% optimistic but still plausible and aligns fairly well with growth projections
 - **Focus rather on “Duration” and “Funding Capacity”**
- **Duration:**
 - Comfortable with 30 year projections
 - Generates a higher Maximum Indebtedness (MI) = borrowing capacity
 - Greater project funding capacity, compared to 25 years
- **Funding Capacity (2020 \$'s):**
 - Ideal range of \$100 Million to \$125 Million

PRELIMINARY PROJECT CATEGORIES & FUNDING ALLOCATION

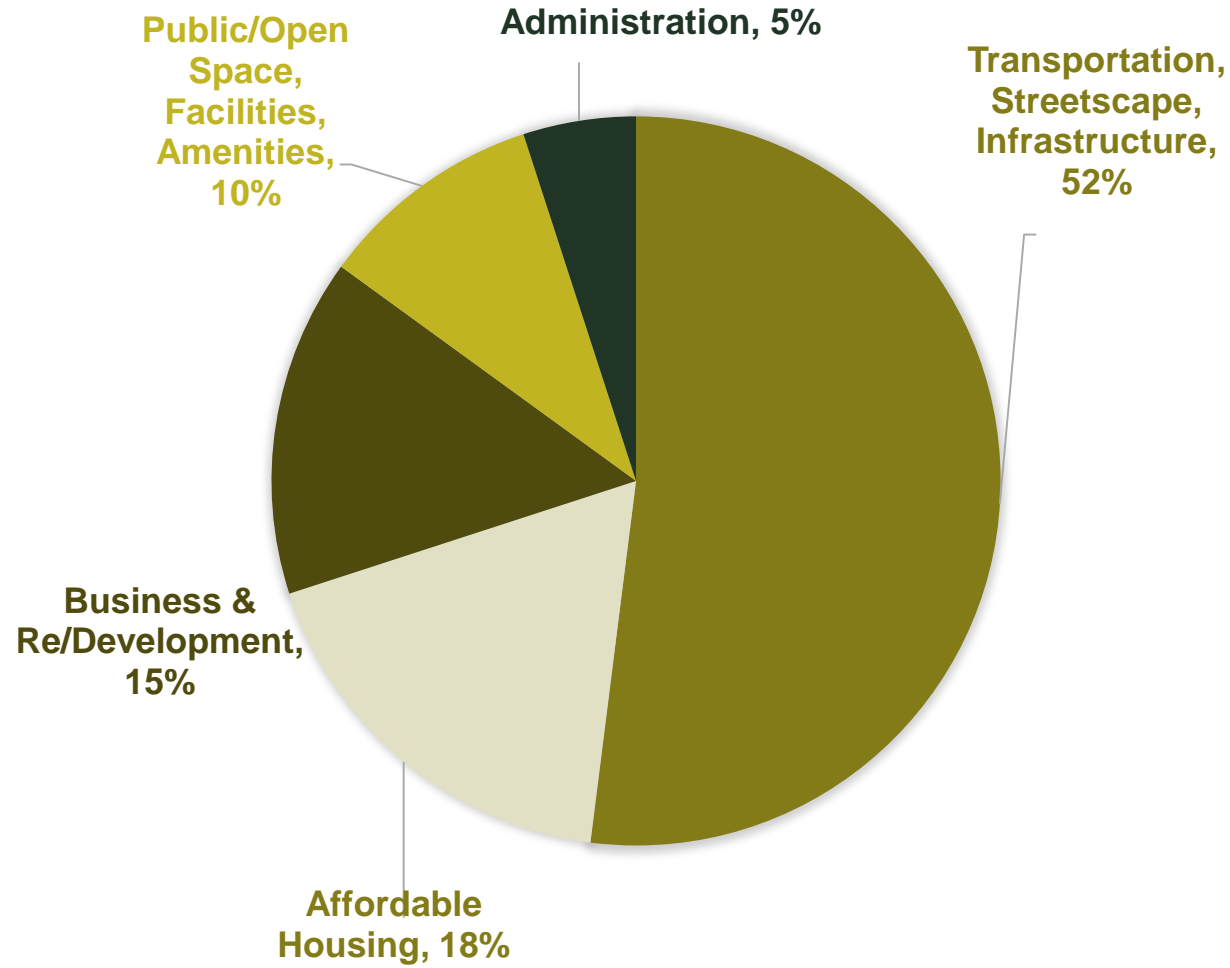
PRELIMINARY URAB RECOMMENDATIONS



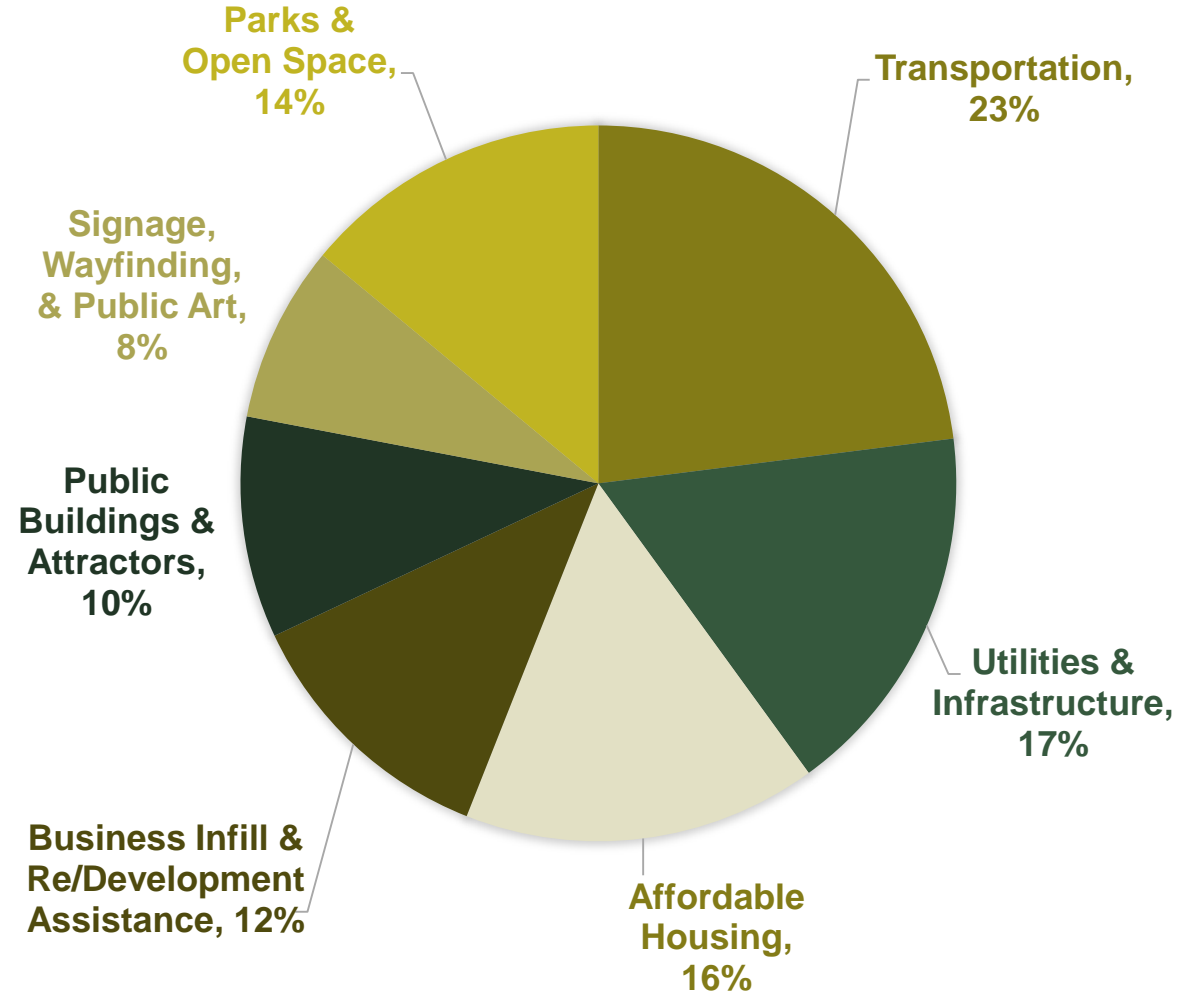
Project Category	UR Funding Allocation	Estimated Funding Capacity
Transportation, Streetscape, & Utility Infrastructure	52%	~\$52.0 to \$65.0 million
Affordable Housing Re/Development Assistance, Partnership, & Support	18%	~\$18.0 to \$22.5 million
Business & Re/Development Assistance, Partnership, & Support	15%	~\$15.0 to \$18.75 million
Public/Open Space, Facilities, Amenities, & Installations	10%	~\$10.0 to \$12.5 million
Plan Administration, Implementation, Reporting, & Support	5%	~\$5.0 to \$6.25 million
	100%	~\$100 to \$125 million



PROJECT CATEGORIES



OPEN HOUSE RESULTS



EARLY YEAR PROJECT RECOMMENDATIONS



- Existing Business & Building Support/Enhancement
 - Improvement Grant/Loan Programs
 - Façade, Building Safety, Energy Efficiency
- Private Art & Mural Grant/Loan Programs
- Wayfinding & Signage Program Development/Implementation
- Streetscape Enhancements
- Housing/Mixed-Use/Affordable Re/Development Assistance
 - 2-3 “Major” Development Projects

URAB RECOMMENDATION



“The formation of an Urban Renewal District in the Core Area would have significant benefit in helping to achieve the vision and goals for the area.”

BURA DIRECTION



Phase I:

- Finalize Preliminary Finance Plan
 - URAB: December 11, 2019
 - Captures “Feasibility” Assessment for an Urban Renewal District
- Finalize Core Area Implementation Report

Phase II:

- Draft of Urban Renewal Plan & Report
 - URAB: January/February, 2020
- Taxing District Outreach
 - Begin November, 2019
 - Presentations/consultations with Taxing District Staff & Boards
 - Review potential impacts and collect comments/feedback



- Does BURA concur with URAB's recommendation regarding the benefit of an Urban Renewal District in the Core Area?
- Does BURA authorize the Project Team to proceed with "Phase II" with URAB?



- Contact:
 - Matt Stuart – Urban Renewal Manager
 - (541) 323-5992
 - mstuart@bendoregon.gov

- More Information:
 - <https://www.bendoregon.gov/government/departments/urban-renewal-advisory-board>



Central Oregon Community College
Board of Directors' Meeting
MINUTES

Wednesday, October 9, 2019
5:45 p.m.

Redmond Technology Education Center-Room 209
Redmond Campus

PRESENT: Laura Craska Cooper, Erica Skatvold, Bruce Abernethy, Joe Krenowicz, Alan Unger, Oliver Tatom, Jim Clinton, Ron Bryant (Board Attorney), Laurie Chesley (President), Julie Smith (Executive Assistant)

CALL TO ORDER: Laura Craska Cooper, Board Chair for 2019-20

INTRODUCTION OF GUESTS:

Tina Redd, Ivan Chen (Oregon Student Assn.), Alicia Moore, Lisa Bloyer, Amy Bachman (student), Rachel Knox, Betsy Julian, Matt McCoy, David Dona, Zak Boone, Dan Cecchini, Jenni Newby, Annemarie Hamlin, Glenda Lantis, Joe Viola, Michael Fisher, Julie Downing, Laura Boehme, Ron Paradis, Peter Ostrovsky, Stephen Craig, Jackson Hogan (The Bulletin)

CONSENT AGENDA:

Bruce Abernethy moved to approve the Consent Agenda (Exhibits: 6.a1-6.c4).

Erica Skatvold seconded the motion. Motion carries unanimously. Approved. M10/19:1

BE IT RESOLVED that the Board of Directors reviewed and approved the Regular Meeting Minutes of September 11, 2019 (Exhibit: 6.a1);

BE IT RESOLVED that the Board of Directors reviewed and approved the September 2019 New Hire Report (Exhibit: 6.b1);

BE IT RESOLVED that the Board of Directors approved the employment contracts for Layla Solar, Seana Barry, Delia Go, and Joshua Motenko (Exhibits: 6.c1 – 6.c4).

INFORMATION ITEMS:

Redmond Campus Updates

Tina Redd (director, Redmond campus) provided a PowerPoint presentation highlighting the 2019-2020 Goals and reported that the Redmond Campus is serving 520 credit students for Fall Quarter, plus:

- 118 electrical and plumbing apprentices and construction students
- 960 non-credit students (including ABE language and math)
- More than 2,000 adult community members at trainings, meetings, and events
- 800 high school students at fairs and summer camps.

2019-2020 Goals:

- Increased visibility and connection to Redmond industry
- Support expansion of manufacturing, automotive, and apprenticeship

- Consideration of additional Career and Technical Education (CTE) programs
- Strengthen partnerships and pipelines with high schools.

The College continues to offer timely completion of the Associate of Arts Oregon Transfer (AAOT) with 80 to 100 credit courses each term.

Rachel Knox (program manager for continuing education), gave a PowerPoint presentation with updates on the Continuing Education program in construction training. She reported that there is a strong partnership between COCC and the construction industry with over 30 major central Oregon stakeholders. The construction core program includes:

- 72.5 hour core skill set for entry-level workers
- NCCER curriculum and tests customized for local industry
- Non-credit training certificates
- Exploring pre-apprenticeship options.

Financial Statements – (Exhibit: 7.b)

The Board was apprised of the August 2019 Financial Statements.

COCC's Cultural Competency Plan (Exhibit: 7.c)

In 2017, the Oregon Legislature adopted legislation (HB 2864) requiring Oregon's public colleges and universities to engage in a variety of activities to ensure institutions were working to build the cultural competency of its employees. COCC is committed to meeting the expectations of this legislation.

Budget Committee Review

Ron Paradis (executive director of college relations), reviewed that budget committee positions have a three year term. Budget Committee members from Zones 2, 4, and 7 have expired. Board consensus is to ask the incumbents to consider re-appointment.

BOARD OF DIRECTORS' OPERATIONS:

Jim Clinton	Meeting with Zak Boone (executive director of the COCC Foundation) Student Success Committee meeting Real Estate Committee meeting
Alan Unger	Real Estate Committee meeting Attending COCC Continuing Ed. class
Erica Skatvold	Phone calls with President Chesley and Laura Craska Cooper Agenda Planning lunch meeting w/President Chesley and Laura Craska Cooper Student Success meeting
Joe Krenowicz	Board Self-Evaluation Committee meeting
Oliver Tatom	Orientation with Betsy Julian and David Dona Student Success Committee meeting College Affairs Committee meeting Outreach in South County for La Pine schools

Bruce Abernethy Volunteered to help with new students moving into Wickiup Hall
Real Estate Committee meeting
Board Self-Evaluation Committee meeting

Laura Craska Cooper Phone calls with President Chesley and Erica Skatvold
Breakfast meeting with Crook County Superintendent and School Board member
Bill Smith's sponsored reception for President Chesley
Phone calls and correspondence with the Board Self-Evaluation Committee

PRESIDENT'S REPORT:

Institutional Advancement

President Chesley reported that one of her priorities for this year is looking to strengthen and revisit our structure for institutional advancement. Along with Zak Boone (executive director of the COCC Foundation), she has been meeting with donors to hear their views on COCC's history and future.

Attended the Foundation Board Retreat and will be attending the quarterly Foundation board meetings.

Attended a daylong seminar with Zak in San Diego for chief development officers and presidents regarding advancement models and advancement work in community colleges.

President Chesley and Ron Paradis met with The Bulletin's Editorial Board and their new community advisory board.

ADJOURN 7:10 p.m.

APPROVED;

ATTEST TO;

Ms. Laura Craska Cooper, Board Chair

Dr. Laurie Chesley, President



Central Oregon Community College
Board of Directors
New Hires Report
Date of Hire: October 1-31, 2019

Exhibit: 5.b1

November 18, 2019

Approved: ___ Yes ___ No

Motion: _____

Name	Hire Date	Job Description	Department
Classified Full-Time			
Chaung, Christy	10/1/2019	Administrative Assistant Sr	Office Dean of Student & Enroll Svc
Ruebush, Kelly Lee	10/14/2019	Maintenance Specialist -HVAC	Maintenance of Buildings
Classified Part-Time			
Boedenauer, Catherine	10/21/2019	Financial Aid Associate	Financial Aid
Temporary Hourly			
Arino, Jacob Manuel	10/14/2019	Library Asst Tech Services	Library
Hawes, Ethan	10/4/2019	CIS Computer Lab Monitor	Computer & Information Systems
Lane, Linnea E	10/7/2019	Chinese Tutor II	Tutoring and Testing
Lane, Shayla Noelle	10/4/2019	CIS/CS Teaching Asst &	Computer & Information Systems
Lilley, Saskia	10/7/2019	German Tutor II	Tutoring and Testing
Martin, Lucas Row land	10/7/2019	GIS Tutor II	Tutoring and Testing
McComb, Michael Ritchey	10/11/2019	Geology Field Asst - Bend	Geology
Reese, Christopher David	10/21/2019	Aviation Tutor II	Tutoring and Testing
Sailors, Sarah Anne	10/21/2019	Youth Camp Teaching	Regional Svcs.& R.C. Operations
Samples, Shelly A	10/3/2019	EMT Lab Assistant	Emergency Medical Services
Santacruz Alvarado, Paola	10/8/2019	Automotive & Tool Room Asst	Automotive
Simpson, Kathryn	10/1/2019	Grader & Instructional Support	Mathematics
Thorpe, Michael	10/11/2019	Certified Flight Instructor I	Aviation Program
Tjulander, Richard	10/18/2019	MATC Lab Assistant	Manufacturing Processes
Wallace, Abney Coleman	10/21/2019	Art Studio & Gallery Assistant	Art
Wattenburg, Kyle	10/7/2019	EMT Lab Assistant	Emergency Medical Services
White, Kai Laughlin	10/21/2019	Aviation Tutor II	Tutoring and Testing
Wolfe, Kaileen Rose	10/4/2019	Art Model	Art
Wymer, Jay Carson	10/11/2019	Science Tutor I	Tutoring and testing



Central Oregon Community College Board of Directors: Resolution

Subject	Approve the contract for Claudia Bisso-Fetzer as Latinx College Preparation Program Director
Student Experience	SE-3: Promote diversity, inclusiveness and community on all campuses and online.
Community Enrichment	CE-1: Cultivate new and strengthen existing connections/partnerships with Educational Stakeholders, including PreK-12, universities (higher education), lifelong learners and business and industry.
Prepared By	Laura Boehme, Director of Human Resources

A. Background

The Latinx College Preparation Program Director position is a replacement position.

B. Options/Analysis

- Approve the employment contract for **Claudia Bisso-Fetzer**
- Decline approval of the employment contract for **Claudia Bisso-Fetzer**

C. Timing

The **Latinx College Preparation Program Director** position is a 1.0 FTE, 11-month employment contract each fiscal year. For the 2019-20 fiscal year, the initial employment contract period will be from November 7, 2019 to June 30, 2020. As with all other full-time Administrator employees, a new contract will be prepared for the next academic year that begins on July 1.

D. Budget Impact

This position is in the 2019-20 budget and conforms to the current approved Administrator salary schedule.

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors hereby approve the employment contract for **Claudia Bisso-Fetzer** as **Latinx College Preparation Program Director**.

Claudia Bisso-Fetzer, a native Spanish speaker, is currently a part-time professor at COCC. She earned her PhD in Psychology from the State University of Groningen in The Netherlands and her Bachelor's degree in Psychology from the Ricardo Palma University in Peru. She is currently working with the Latino Community Association as a researcher and project co-lead that explores the care and service needs of Latinx children and youth with special health care needs (CYSHCN).

Central Oregon Community College
Monthly Budget Status
Highlights of September 2019 Financial Statements

Cash and Investments

The College's operating cash balances currently total \$24.1 million. The September average yield for the Local Government Investment Pool is down to 2.57 percent from last report of 2.64 percent.

General Fund Revenues

The College received \$1 million in fall tuition and fee revenues in September. The budgeted transfers-in have been posted for the year.

General Fund Expenses

The expenses through September 2019 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 September 30, 2019

College Portfolio	<u>Operating Funds</u>	<u>Trust/Other Funds</u>
Cash in State Investment Pool		
4089 - General operating fund	\$ 22,599,648	
3624 - Robert Clark Trust		\$ 386,986
September Average Yield 2.57%		
Cash in USNB	\$ 1,504,230	
Cash on Hand	\$ 4,600	
Total Cash	<u>\$ 24,108,478</u>	<u>\$ 386,986</u>

Central Oregon Community College
Monthly Budget Status
September 2019

Exhibit 6a
18-Nov-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>
Revenues					
District Property Taxes:					
Current Taxes	\$ 17,814,000	\$ -	\$ (17,814,000)	0.0%	0.0%
Prior Taxes	447,000	255,305	(191,695)	57.1%	37.4%
Tuition and fees	17,691,000	6,462,273	(11,228,727)	36.5%	37.6%
State Aid	7,510,000	2,201,847	(5,308,153)	29.3%	24.4%
Program and Fee Income	72,100		(72,100)	0.0%	13.4%
Interest & Misc. Income	150,000	16,209	(133,791)	10.8%	12.0%
Transfers-In	2,160,000	2,160,000	-	100.0%	100.0%
Total Revenues	\$ 45,844,100	\$ 11,095,634	\$ (34,748,466)		
Expenses by Function					
Instruction	\$ 21,666,512	\$ 2,678,184	\$ 18,988,328	12.4%	11.7%
Academic Support	4,047,303	928,586	3,118,717	22.9%	23.9%
Student Services	5,036,105	949,826	4,086,279	18.9%	18.4%
College Support	5,674,552	1,418,269	4,256,283	25.0%	23.5%
Plant Operations and Maintenance	4,708,626	825,509	3,883,117	17.5%	19.2%
Information Technology	4,688,710	1,044,483	3,644,227	22.3%	25.3%
Financial Aid	112,897	16,432	96,465	14.6%	9.9%
Contingency	800,000		800,000	0.0%	0.0%
Transfers-Out	1,766,076	1,746,076	20,000	98.9%	99.2%
Total Expenses	\$ 48,500,781	\$ 9,607,365	\$ 38,893,416		
Revenues Over/(Under) Expenses	\$ (2,656,681)	\$ 1,488,269	\$ 4,144,950		

Central Oregon Community College
Monthly Budget Status
September 2019

Exhibit 6a
18-Nov-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>
<u>Non General Funds</u>					
Debt Service Fund					
Revenues	\$ 5,734,897	\$ 1,586,298	\$ (4,148,599)	27.7%	28.4%
Expenses	5,803,480	14,519	5,788,961	0.3%	7.0%
Revenues Over/(Under) Expenses	\$ (68,583)	\$ 1,571,779	\$ 1,640,362		
Grants and Contracts Fund					
Revenues	\$ 3,856,835	\$ 350,920	\$ (3,505,915)	9.1%	7.8%
Expenses	3,880,754	588,802	3,291,952	15.2%	14.4%
Revenues Over/(Under) Expenses	\$ (23,919)	\$ (237,882)	\$ (213,963)		
Capital Projects Fund					
Revenues	\$ 397,942	\$ 337,193	\$ (60,749)	84.7%	97.9%
Expenses	3,831,265	369,360	3,461,905	9.6%	14.4%
Revenues Over/(Under) Expenses	\$ (3,433,323)	\$ (32,167)	\$ 3,401,156		
Enterprise Fund					
Revenues	\$ 6,207,853	\$ 1,778,423	\$ (4,429,430)	28.6%	32.2%
Expenses	6,801,603	2,401,187	4,400,416	35.3%	39.7%
Revenues Over/(Under) Expenses	\$ (593,750)	\$ (622,764)	\$ (29,014)		
Auxiliary Fund					
Revenues	\$ 8,160,308	\$ 3,686,067	\$ (4,474,241)	45.2%	48.2%
Expenses	10,394,042	3,297,432	7,096,610	31.7%	32.9%
Revenues Over/(Under) Expenses	\$ (2,233,734)	\$ 388,635	\$ 2,622,369		
Reserve Fund					
Revenues	\$ 22,314	\$ -	\$ (22,314)	0.0%	0.0%
Expenses	475,000	450,200	24,800	94.8%	92.9%
Revenues Over/(Under) Expenses	\$ (452,686)	\$ (450,200)	\$ 2,486		
Financial Aid Fund					
Revenues	\$ 13,344,370	\$ 2,042,324	\$ (11,302,046)	15.3%	11.4%
Expenses	13,414,975	533,435	12,881,540	4.0%	4.1%
Revenues Over/(Under) Expenses	\$ (70,605)	\$ 1,508,889	\$ 1,579,494		
Internal Service Fund					
Revenues	\$ 214,097	\$ 16,348	\$ (197,749)	7.6%	6.4%
Expenses	269,300	60,128	209,172	22.3%	23.1%
Revenues Over/(Under) Expenses	\$ (55,203)	\$ (43,780)	\$ 11,423		
Trust and Agency Fund					
Revenues	\$ 10,499	\$ 2,575	\$ (7,924)	24.5%	57.6%
Expenses	12,000	-	12,000	0.0%	0.0%
Revenues Over/(Under) Expenses	\$ (1,501)	\$ 2,575	\$ 4,076		



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

Subject	Wickiup Hall – Annual Report: 2018-19
Strategic Plan Connection	Student Success – Initiative 2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.
Prepared By	<ul style="list-style-type: none"> • Alicia Moore, Dean of Student and Enrollment Services • Andrew Davis, Director of Student and Campus Life • Chris Egertson, Research Analyst – Institutional Effectiveness • Melissa Merryman, Assistant Director for Housing and Residence Life • Deena Cook, Housing Marketing and Summer Conference Coordinator

In response to an aging facility that was not responsive to student needs, as well as in support of the College’s 2002-2012 Campus Master Plan, COCC opened new student housing in fall 2015. [Wickiup Hall](#) provides students with a vibrant and modern on-campus living experience, with a maximum capacity of 320 students and 10 student staff. This report provides an update on Wickiup Hall student success, demographic and occupancy data and related residence hall information.

Student Success Data

As in past years, student success data for Wickiup Hall students is mixed in comparison to their comparator population. Wickiup Hall students have a higher first-term retention rate compared to their peers, although their fall-to-fall rate is lower.

	2016-17 Wickiup Hall	2017-18 Wickiup Hall	2018-19 Wickiup Hall	2018-19 Comparator Population*
Fall-to-winter retention	89.0%	87.7%	83.9%	80.1%
Student progression				
• Completed 15 or more credits	69.2%	69.4%	62.4%	73%
• Completed 30 or more credits	40.5%	42.4%	39%	42.5%
Successful course completion	72.7%	72.9%	69.6%	83.1%
Fall-to-fall retention	49.8%	50.7%	52.1%	56.9%

* Defined as certificate- and degree-seeking students between the ages of 18 – 24.

Demographic Data: Wickiup Hall

Demographic trends are relatively the same when comparing 2017-18 and 2018-19 data. Minor changes to note include:

- A small increase in the number of in-district students
- A small decline in 19 and younger students
- A shift in gender toward more male students and an increase in “did not state.”
- A small increase in Oregon Promise recipients

Staff will continue to monitor this data in future years, adjusting programs and services as appropriate.

		2016-17		2017-18		2018-19	
		%	#	%	#	%	#
Residency	In-District	21.8%	82	18.4%	69	22.8%	82
	Out-of-District	55.2%	208	59.0%	222	56.4%	203
	Border State	14.3%	54	14.6%	55	13.1%	47
	Non-Res Veteran	1.6%	6	1.9%	7	2.2%	8
	Out-of-State	7.2%	27	6.1%	23	5.6%	20
Ethnicity	Students of Color	20.2%	76	22.6%	85	22.5%	81
	White	75.3%	284	74.5%	280	73.9%	266
	Did Not state	4.5%	17	2.93%	11	3.6%	13
Age	19 and younger	66.6%	251	71.5%	269	67.5%	243
	20 – 24	30.8%	116	27.3%	102	30%	108
	24 – 29	1.9%	7	0.8%	3	1.7%	6
	30+	0.8%	3	0.2%	1	.8%	3
Gender	Female	47.2%	178	49.4%	186	41.4%	149
	Male	52.3%	197	48.9%	184	52.8%	190
	Did Not State	0.8%	2	1.6%	6	5.8%	21
Oregon Promise Recipients		39.0%	147	32.3%	121	39.2%	141
Pell Grant Recipients		34.5%	130	35.4%	133	33.9%	122

Staffing Update

Wickiup welcomed new staff for all three administrative positions during the 2018-2019 academic year. Each of them quickly acclimated to his or her new position and spent the summer preparing the hall for the coming academic year. Background on new staff:

Assistant Director of Housing and Residence Life

Melissa Merryman started working at COCC in July 2017 as Wickiup Hall's Residence Life Coordinator (live-in position). Prior to joining COCC, she worked at Rogue Community College as the faculty advisor for the Associated Student Government and Project Coordinator for state

grants. Melissa earned a master of education through Portland State University in 2019. She graduated from Southern Oregon University with a bachelor's degree in anthropology and certificate in cultural anthropology.

Residence Life Coordinator

David Wolfe joined the COCC Housing and Residence Life Department in August 2019. Before arriving in Bend, he worked as the Assistant Director of Housing and Residence Life at Francis Marion University. He graduated with a bachelor of arts from the State University of New York at New Paltz in 2001 and earned a masters in humanistic/multicultural education in 2008. David is passionate about philosophy, teaching, and student leadership development.

Student Housing Marketing and Summer Conference Coordinator

Deena has worked at COCC since September 2012, beginning as an Instructional Administrative Assistant. Deena holds a bachelor's degree in geology from San Francisco State University and a master's degree in leadership and management from Western Governors University.

General Updates

The two lead staff responsible for residence life and housing daily operations are the Assistant Director for Housing and Residence Life and the Residence Life Coordinator. Both team members began in the later part of the 2018-2019 academic year and have continued several practices aimed at improving the student experience and academic success.

Highlights of these practices include:

- Housing professional staff hold individual meetings with any student who receives less than a 2.0 GPA for fall quarter with the goal of creating an individual academic success plan and connecting the student with appropriate campus resources.
- Greater educational process surrounding noise complaints, one of the greatest concerns reported by residents each year.
- Increased attention on programs offered to students in Wickiup Hall aimed at academic and personal success.
- Creation of a web form for students to submit maintenance requests directly to housing staff. This has led to quicker and more efficient responses to maintenance issues.

Marketing Updates

In support of housing occupancy goals, COCC Admissions and Records, Housing, and College Relations staff expanded marketing efforts significantly this past year. This work was specifically aimed at students who typically live in the hall and is in addition to any traditional marketing and outreach conducted by the Admissions and Records Office to all prospective and admitted students. Housing-specific marketing efforts included:

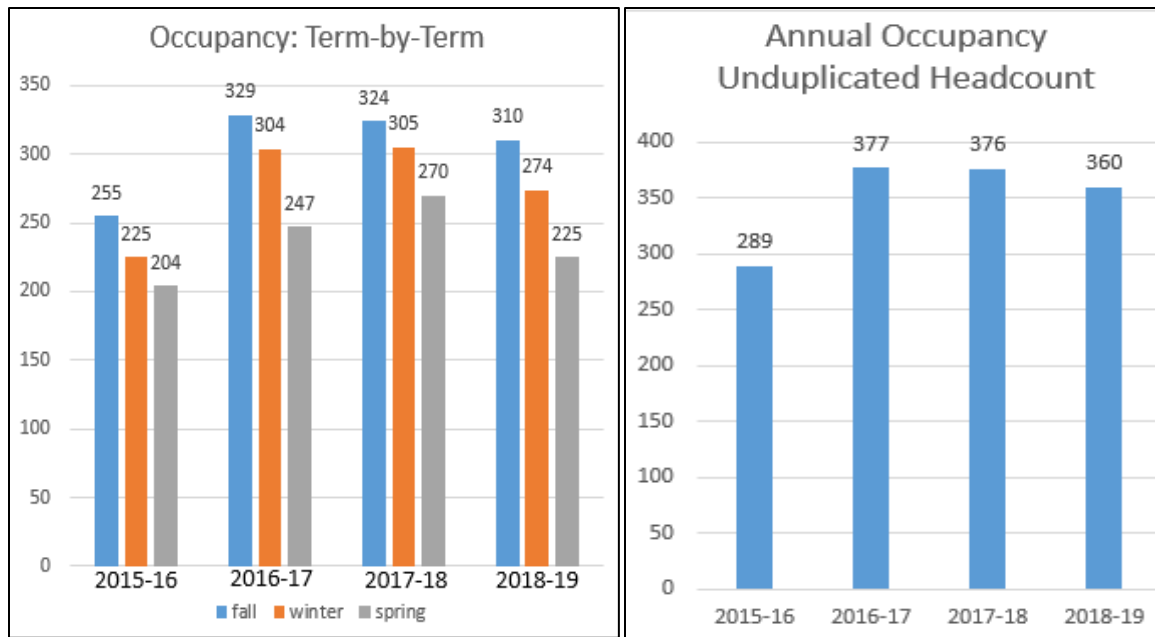
- A digital marketing campaign with the Oregonian that targeted specific high schools throughout Oregon.
- Pandora advertising aimed at both students and parents with housing specific messaging.
- Regular Facebook advertising
- Regular emails to all applicants throughout the application process/steps.
- Multiple phone calls each week to applicants offering assistance with completing their housing application and next steps.
- Weekly text messages to applicants as a reminder of what they still needed to complete to secure a spot in housing.
- Weekly calls to COCC applicants that identified an interest in housing as part of their application.
- Integrated housing questions as part of Admissions and Records weekly calling campaign to admitted students.
- Housing print pieces included as part of recruiting packets to prospective students.

As we move into the 2019-2020 year, the focus on digital marketing efforts will increase even more and the Summer Conference and Housing Marketing Coordinator will be adding high school visits in key areas throughout the region.

Occupancy

2017 - 18 through 2018 - 19

Occupancy is measured in two ways: Term-by-term and unduplicated headcount for the academic year. Information on this is provided below, noting that the annual occupancy rate does not include summer students. Summer housing represents relatively few students (11 students in summer 2019).



Fall 2019

While occupancy fluctuates during the first two weeks of the quarter, COCC opened fall term with 280 students (88%). With additional students moving in, and a few students moving out, current occupancy is 281 students. Staff are conducting additional analysis to determine where this decline is most prominent (e.g., Oregon Promise students? In-district or out-of-area students? Other factors?) as this may influence marketing efforts in the coming year.

Summer Conferences

Wickiup Hall summer conferences primarily consists of youth groups. In summer 2018, summer conferences included running clubs, lacrosse camps, baseball camps, Spanish immersion workshops, female youth technical camps, diversity and inclusion activities, and quilting workshops. In summer 2019, this broadened to include statewide fire marshals, university-aged athletic camps, non-profit leadership development groups, and college-age technical training workshops.

Looking ahead to summer 2020, we anticipate full capacity in the residence hall in June and July with returning groups and new clients including the non-profit [Chef Cycle](#) ride benefiting their No Kid Hungry campaign and a Nike-sponsored national running club.

Wickiup Hall summer conference revenue varied significantly between fiscal years 2018 and 2019 with total revenue of approximately \$66,000 and \$31,000 respectively. The Summer Conference Coordinator is expanding outreach efforts by attending a variety of regional athletic conferences, local community-building events and capitalizing on targeted travel to local high schools.

Central Oregon Community College
Board of Directors

BUDGET COMMITTEE VACANCY

Prepared by: Ron Paradis, executive director of college relations

A. Action Under Consideration

The Board of Directors has the responsibility to appoint members of the COCC Budget Committee. The terms for the positions in Zones 2, 4 and 7 have expired.

B. Discussion/History

Budget Committee members are appointed for three-year terms, with staggering start and end dates. In recent years, the Board has regularly re-appointed incumbents who expressed an interest in continuing to serve on the Budget Committee.

C. Recommended Candidate

All three incumbent members of the Budget Committee whose terms have expired have indicated an interest in continuing to serve.

D. Timing

Appointment at this time would allow for a full Budget Committee at the first Budget Committee meeting, in April.

E. Recommendation

Be it resolved that the COCC Board of Directors does hereby reappoint the following individuals to three-year terms on the COCC Budget Committee:

- Zone 2: Mark Copeland
- Zone 4: Gayle McConnell
- Zone 7: Corinne Martinez

Student Success Indicators

Exhibit: 7.b
November 18, 2019

Desired Outcome Statements		Assessment Methods	Data Source	Baseline
Students who enter COCC attain or exceed their educational goals.	Staying Enrolled	Increase the average first- to second-term retention rate of all incoming certificate or degree seeking students	IE office report	Fall 2017-Winter 2018 = 78.1% Fall 2018-Winter 2019 = 76.1%
		Increase the average fall-to-fall retention rate of all incoming certificate or degree seeking students	IE office report	Fall 2017-Fall 2018 = 46.1% Fall 2018-Fall 2019 = 48.8%
	Passing Gateway Courses	Passing college level math in first year	IE office report	2017-18 = 24.5%
		Passing college level writing in first year	IE office report	2017-18 = 41.5%
	Achieving Success	Graduation rates	IPEDS	2015 cohort = 21.18%
		Transfer rates	IPEDS	2015 cohort = 21.59%

22% community college students graduate in 3 years <http://ncee.org/2013/05/statistic-of-the-month-comparing-community-college-completion-rates/>

48.9% students returned to their 2-year public institution returned the following fall <https://nscresearchcenter.org/wp-content/uploads/SnapshotReport33.pdf>

29.26% CC students transfer within 6 years <https://nscresearchcenter.org/signaturereport13/>

17.3% FTFT students had transferred within 3 years <https://nscresearchcenter.org/signaturereport13/>