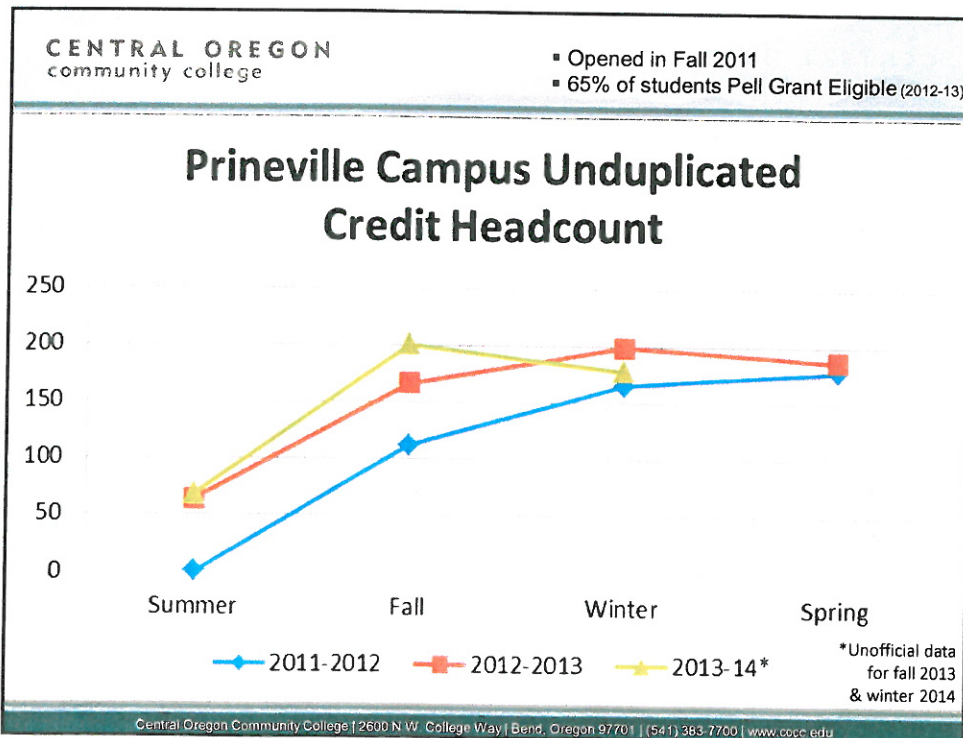
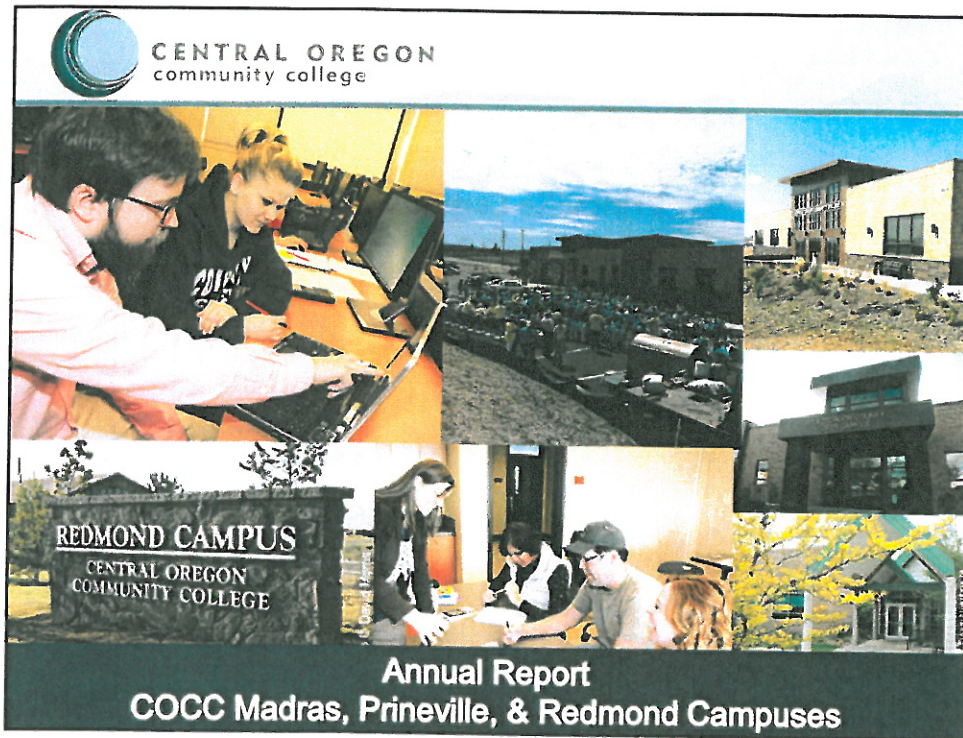


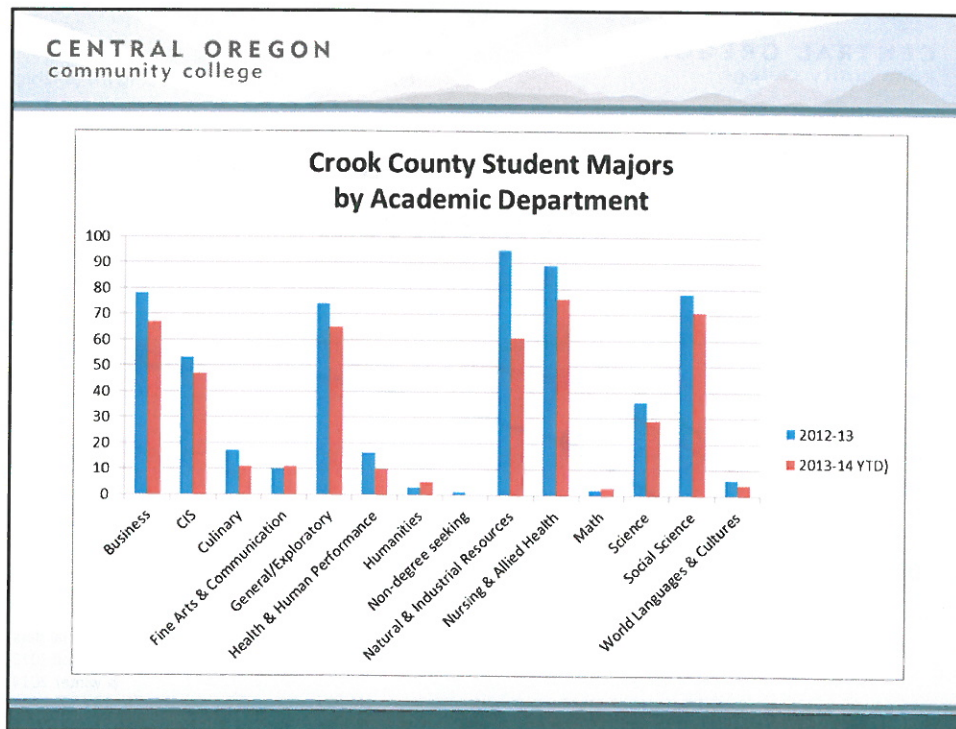
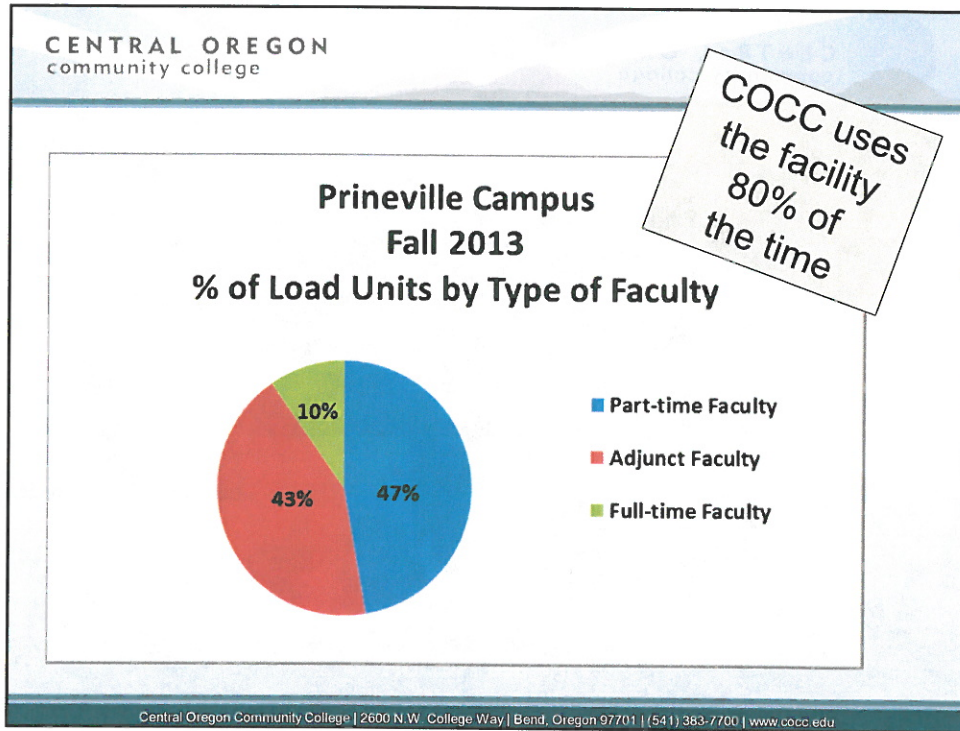


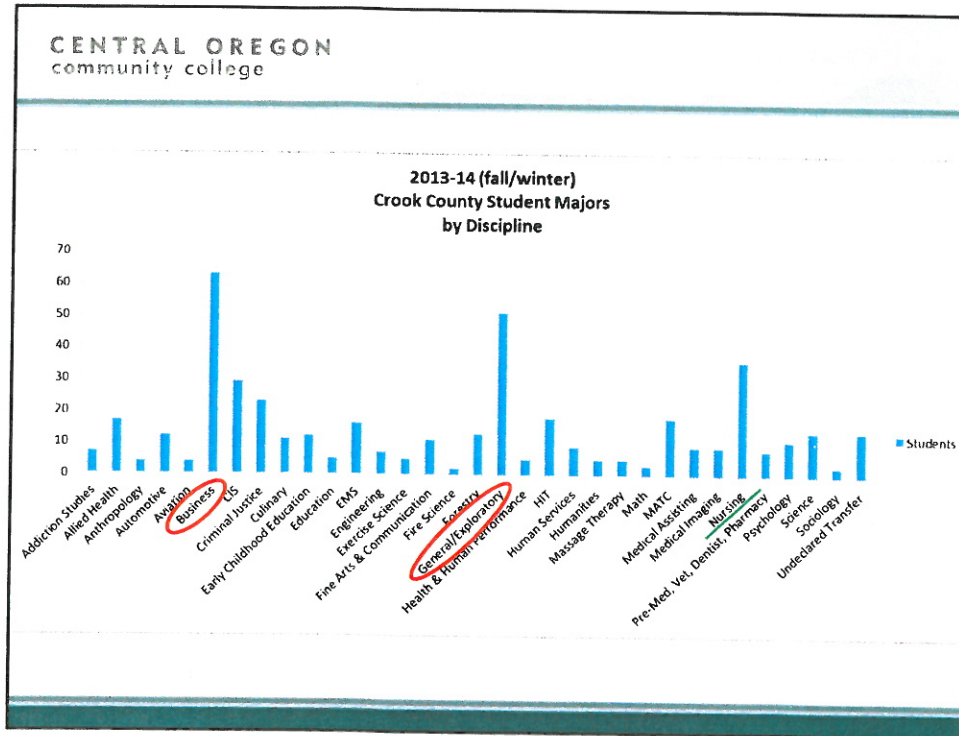
CENTRAL OREGON
COMMUNITY COLLEGE **REVISED**
Board of Directors' Meeting – AGENDA
Wednesday, February 12, 2014 – 6:00 PM
Christiansen Board Room,
Boyle Education Center Bldg.

TIME**	ITEM	ENC.*	ACTION	PRESENTER
6:00 pm	I. Call to Order			Abernethy
	II. Introduction of Guests			
6:10 pm	III. Agenda Changes			
6:12 pm	IV. Public Hearing and Testimony			
	A. Campus Updates – Redmond/Madras/Prineville	Handout: 4.a		Metcalf/Snead/ Kristensen ^P
	B. City of Bend – Sewer Infrastructure Advisory Group			Smith/Von Rohr/Skidmore ^P
6:40 pm	V. Consent Agenda***			
	A. Minutes			
	1. Regular – January 22, 2014	5.a1	X	Smith
	2. Special – January 31, 2014	5.a2	X	
	B. Personnel			
	1. New Hire Report (January 2014)	5.b1	X	Sorenson ^A
	C. Approval to Hire			Sorenson ^A
	1. Approve Contract (Palmer)	5.c1	X	
	2. Approve Contract (Harris)	5.c2	X	
	D. Sabbatical	5.d	X	Abasa ^A
6:45 pm	VI. Information Items			
	A. Financial Statements	6.a		Bloyer ^A
	B. Construction Projects - Update	6.b		McCoy ^A
	C. Grant Activity – Update	Handout: 6.c		Pierce/Bruce ^P
7:00 pm	VII. Old Business			
	A. Amendment of Phase II Design for Ochoco Remodel	revised handout 7.a	X	McCoy ^A
7:10 pm	VIII. New Business			
	A.			
7:15 pm	IX. Board of Directors' Operations			
	A. Board Members Activities			
7:30pm	X. President's Report			
	A. Updates			
	1.			
7:45 pm	XI. Dates			
	A. 6:00pm Friday, February 28 - "TASTE OF THE TOWN"			
	B. 5:30pm Saturday, March 1 - "MEAL OF THE YEAR"			

(COCC Foundation's Annual Scholarship Fund Raising Two-Night Event - on the COCC Bend Campus in the Mazama Gymnasium Bldg. - for Tickets or more Information contact COCC Foundation @ 541-318-3783 or foundation@cocc.edu)







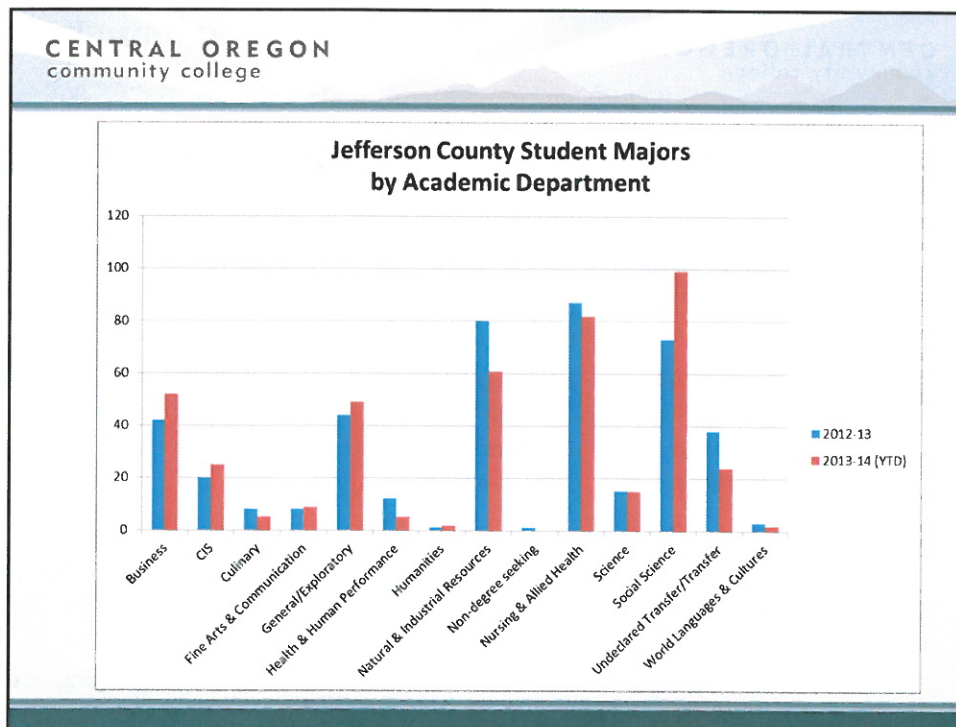
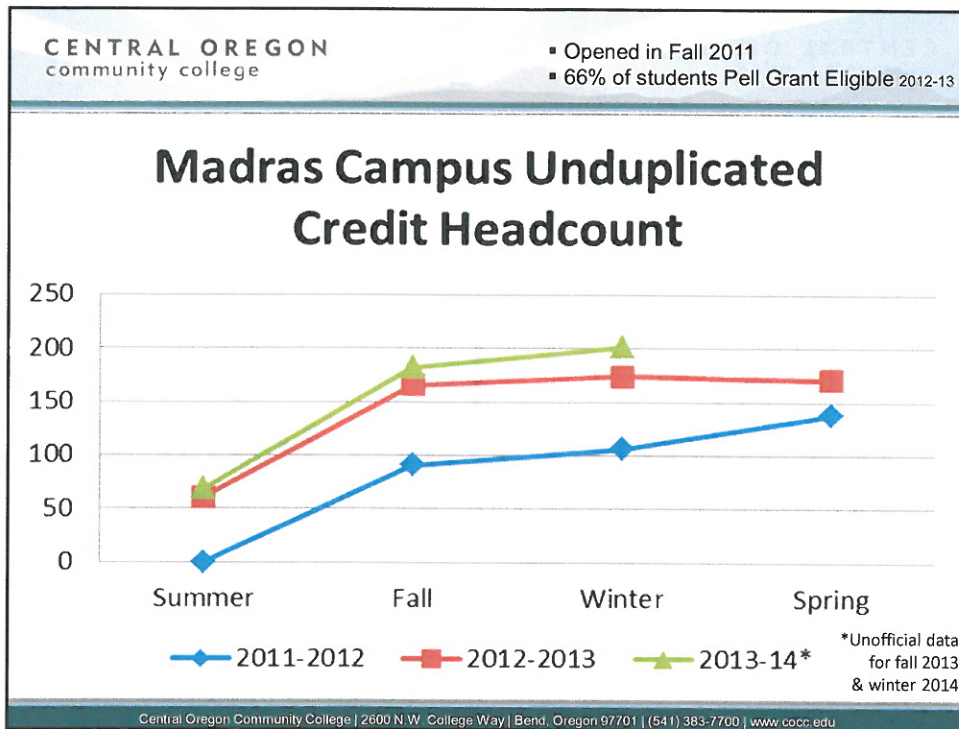
CENTRAL OREGON
community college

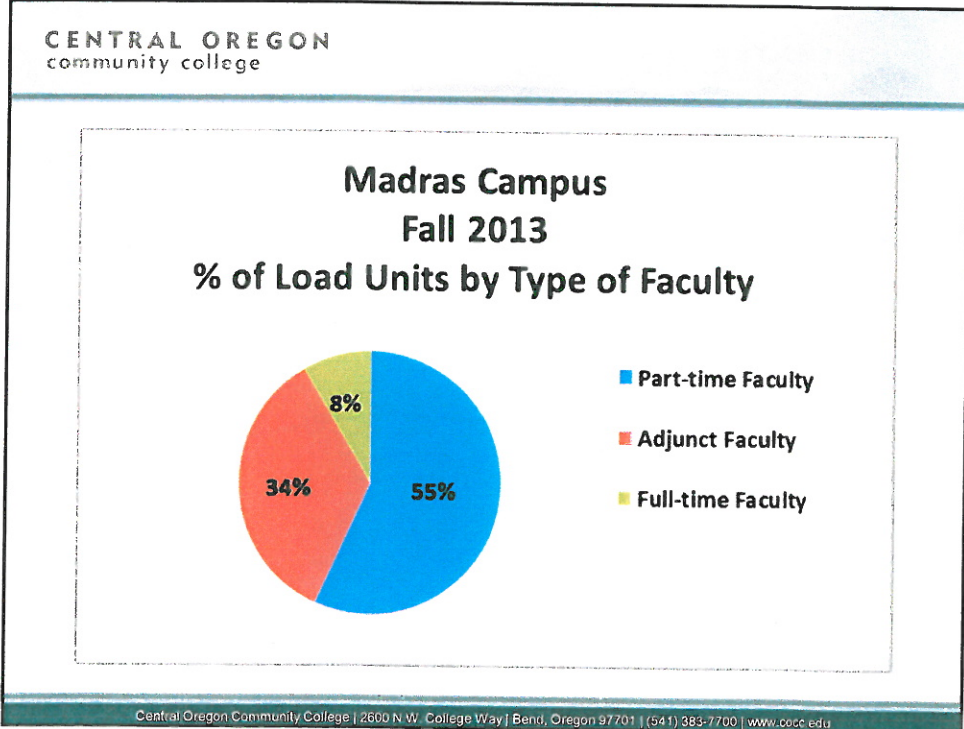
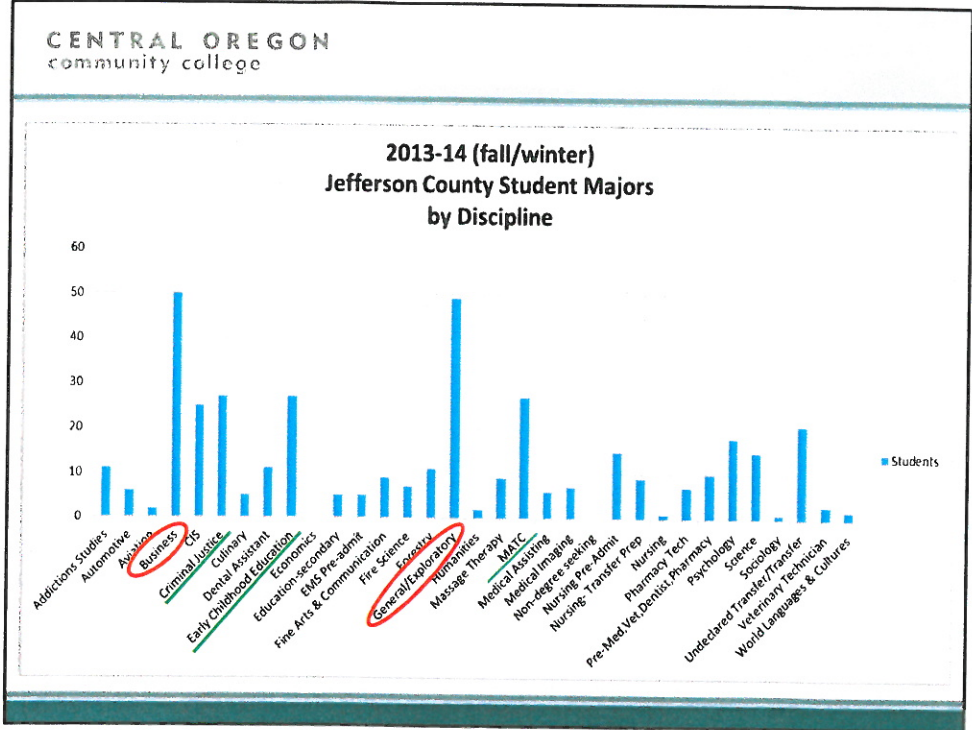
Meeting Community Educational Goals

Progress	GOAL:	OUTCOME:	WHEN:
X	Local Degree Completion	Provide 100% of the AAOT in Prineville	Spring 2013
IP		Provide 100% of the ASOT Business degree in Prineville	TBD
X	Transition from HS to college	Implement Advanced Diploma Program	Fall 2013
IP	Access to 4-year programs	Partnership with OSU Open Campus	Ongoing
IP	Transition from GED to credit coursework	Increase participation in ABE programs to complete GED and persist to credit classes	Ongoing

X = complete; IP = in progress

Central Oregon Community College | 2600 N.W. College Way | Bend, Oregon 97701 | (541) 383-7700 | www.coccc.edu

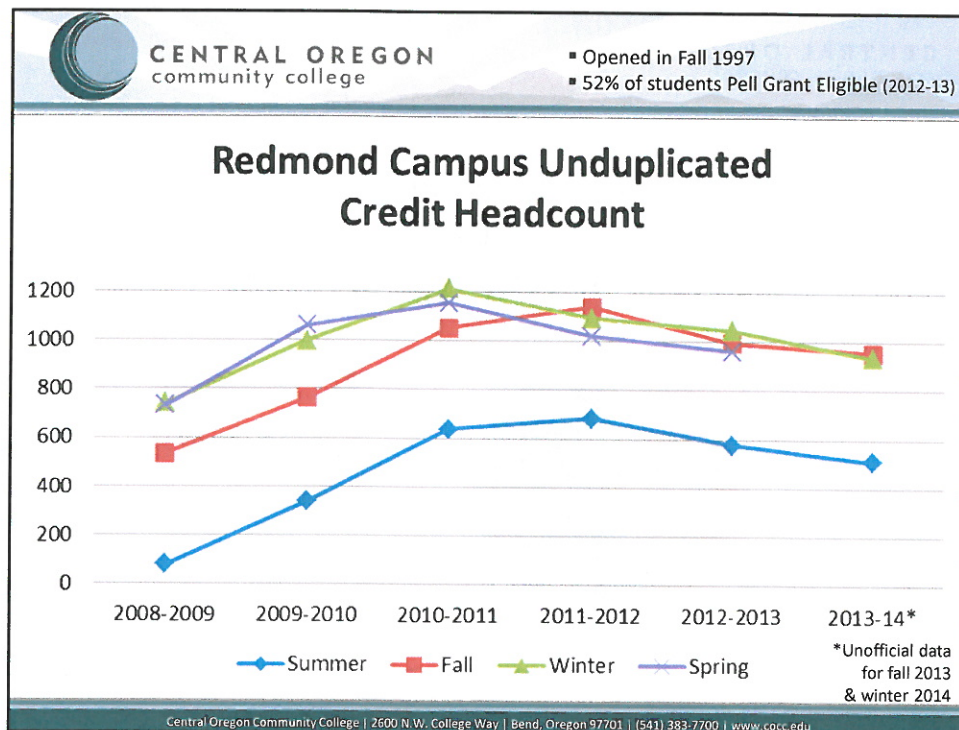


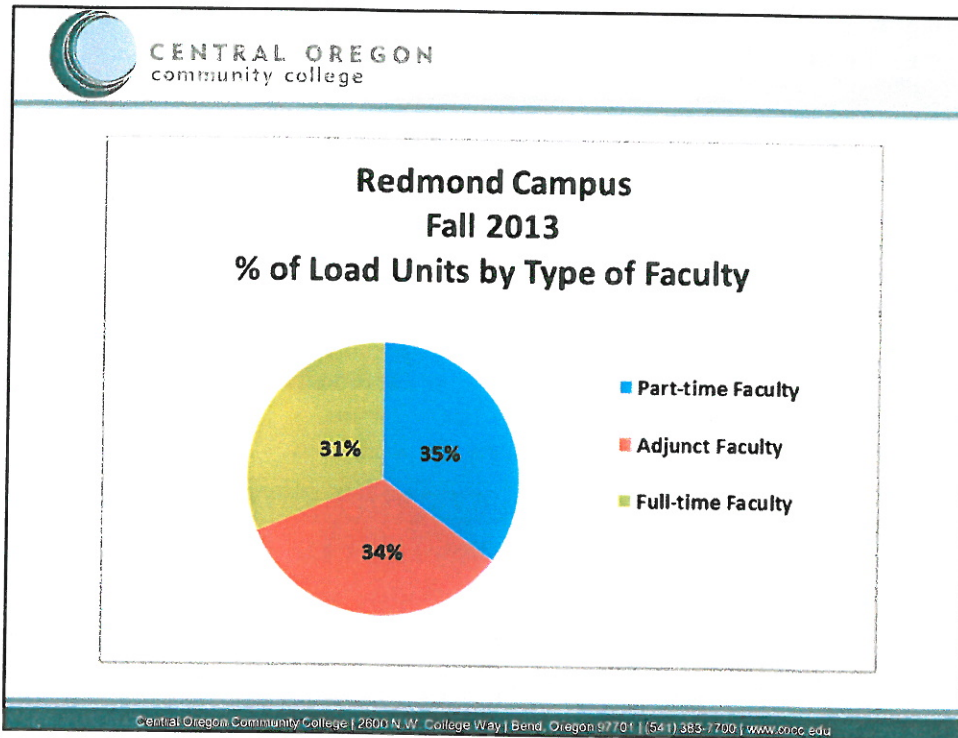


CENTRAL OREGON community college		Meeting Community Educational Goals	
Progress	GOAL:	OUTCOME:	WHEN:
X	Offer courses identified in 2011 community needs assessment	10 credits in 10 Saturdays (Early Childhood Education)	2013-14 academic year
X		Criminal justice and Business courses	At least one each term since Fall 2011
X/IP		Welding courses	2012-13 academic year / may try to offer them again
IP	Increase college-going culture	Partnerships/events with OSU Open Campus, high schools, Kids Club, and others	Ongoing efforts
IP	Transition from HS to college	Implement Advanced Diploma Program	Fall 2014

X = complete; IP = in progress

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CENTRAL OREGON community college

CENTRAL OREGON COMMUNITY COLLEGE

Redmond tech center to break ground soon

- 34,000 square feet
- \$12.5M project
 - ✓ \$5.7M match from the state
 - ✓ \$6.8M bond measure
- Anticipated completion September 2014

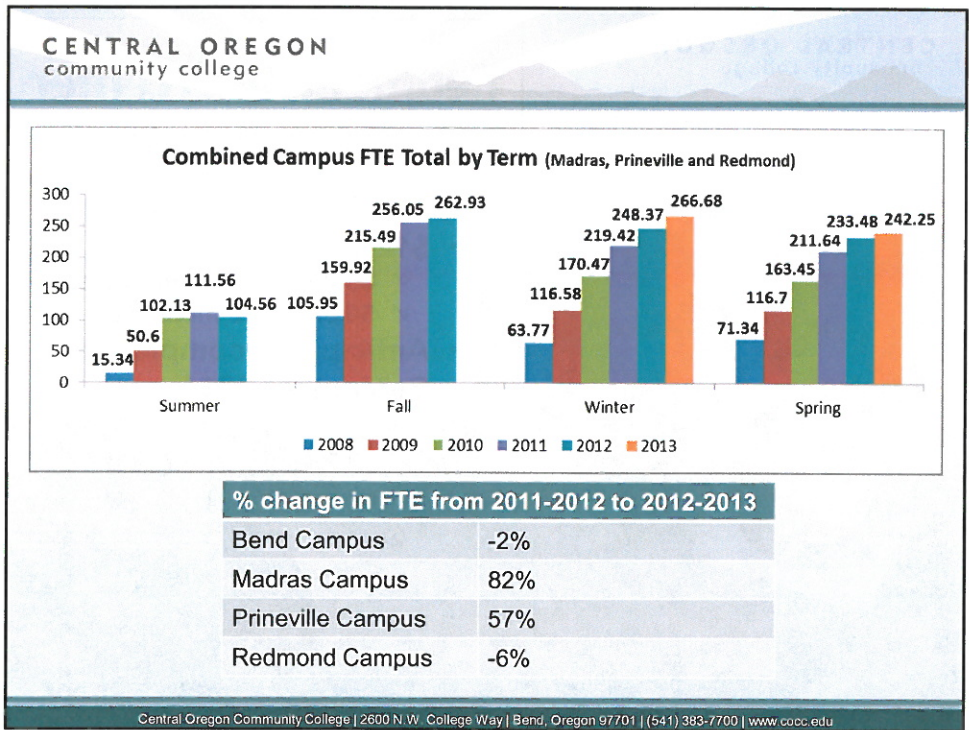
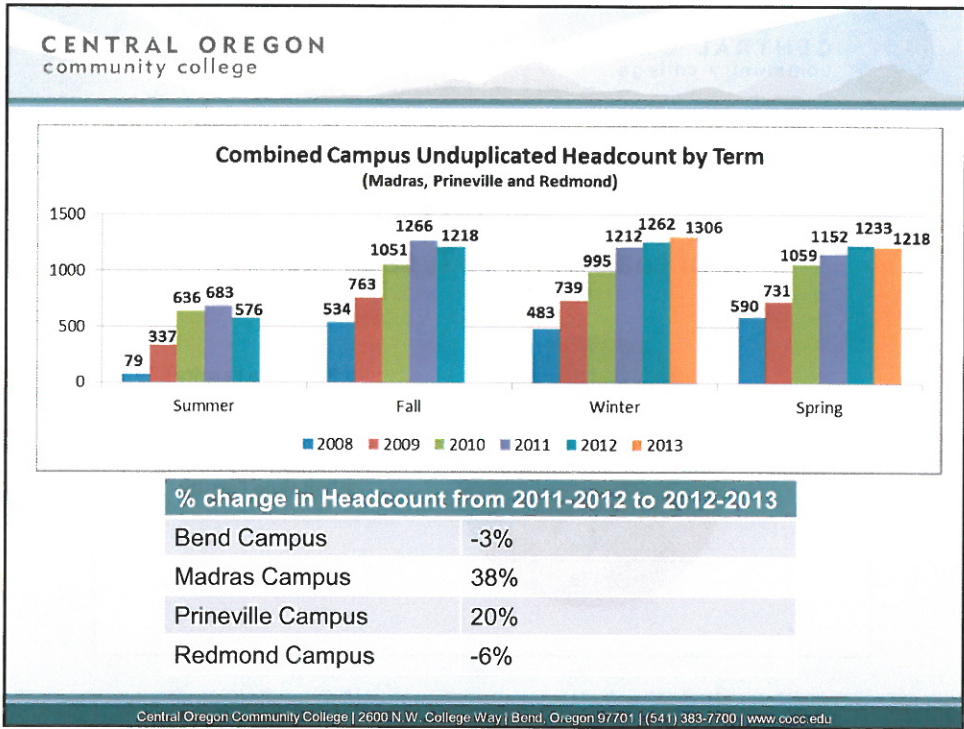




CEED

- Non-destructive testing & Inspection (NDTI)
- Auto Tech Diagnostics (TED)

Center for Entrepreneurial Excellence & Design





CENTRAL OREGON COMMUNITY COLLEGE
Board of Directors' Meeting – MINUTES
Wednesday, January 22, 2014 – 6:00 PM
Christiansen Board Room-Boyle Education Center

PRESENT: Bruce Abernethy, Anthony Dorsch, Charley Miller, Laura Craska-Cooper, Vikki Ricks, Joe Krenowicz, David Ford, Lonn Johnston-Board Attorney, Dr. James Middleton-President, Julie Smith-Executive Assistant.

INTRODUCTION OF GUESTS: Stuart Katter-Kerkoch, Katter & Nelson LLP, Kurt Hapla-Mahlum Architects, Mark Rossi-Pinnacle Architects, Tony Church and Mike Levesque-Lease Crutcher Lewis, Matt McCoy, Charles Abasa-Nyarko, Kevin Kimball, David Dona, Shirley Metcalf, Alicia Moore, Sharla Andresen, Ron Paradis, Paul Wheeler, Gordon Price, Renee Asher, Jenni Newby, Lisa Bloyer, Jim Weaver, Sally Sorenson, Dan Cecchini, Lori Willis, Kathy Smith-Faculty Forum President, Sean Rule, Scott Greenstone-The Broadside, Tyler Leeds-The Bulletin and others.

PUBLIC HEARING AND TESTIMONY: None

REPORTS:

2013 Audit Report (Handout: 4.a.a)

Mr. Stuart Katter of Kerkoch Katter Nelson LLP-Certified Public Accountants reviewed the highlights of the "2013 Audit." Mr. Katter noted that auditors met with the Board Audit and Finance Committee reviewing their report. Mr. Katter reported that the auditors gave the college a "Clean Opinion" report – which means that COCC's financial condition, position, and operations are fairly represented in the financial statements. A "Clean Opinion" is the best type of report to receive from an external auditing firm.

President Middleton and the Board of Directors thanked and complimented Kevin Kimball-CFO; David Dona-Associate CFO; Lisa Bloyer-Accounting Director and the entire Fiscal Services staff for their at all of the four campuses (accounting, payroll and financial aid) for their good work.

Mr. Charley Miller moved to approve the 2013 Audit Report. Mr. Joe Krenowicz seconded. MCU. Approved. M01/14:1

Update-General Fund Revenue & Expenditures (Handout: 4.a.b)

Mr. David Dona-Associate Chief Financial Officer reviewed (Handout: 4.a.b) with a PowerPoint presentation – highlighting the current year's revenue and expenditures and the projected positive ending operating position. He noted that higher State aid and property tax revenue helped offset the lower tuition and fee revenues caused by student enrollment declines. Operating expense savings are expected due to the lower rate increases for PERS and health insurance and unspent

operating contingency. All future assumptions are holding - other than the future enrollment assumptions which were downgraded.

CONSENT AGENDA:

Mr. Joe Krenowicz moved to approve the Consent Agenda (Exhibits: 5). Ms. Vikki Ricks seconded. MCU. Approved. M01/14:2

BE IT RESOLVED that the Board of Directors' approved the regular meeting Minutes of December 11, 2013 (Exhibits: 5.a1);

BE IT RESOLVED that the Board of Directors' reviewed and approved the December 2013/January 2014 New Hire Report (Exhibit: 5.b1);

BE IT RESOLVED that the Board of Directors' approves the employment contracts for Steve Curley-Director of Small Business Development Center (Exhibit: 5.c1); Rodney Cross-Temp Instructor of Science and Michael Hansen-Temp Instructor of Business (Exhibit: 5.c2); and for Alisa Schneider-Assistant Professor I of Nursing (Exhibit: 5.c3);

BE IT RESOLVED that the Board of Directors approved the proposed mileage and per-diem meal rates (Exhibit: 5.d).

Adjourn as Regular Board of Directors' Meeting

Convene as Local Contract Review Board

Procurement Rule Changes (Exhibits: 6.b1, 6.b1a, 6.b1b)

Ms. Sharla Andresen-Director of Contracts and Risk Management reviewed that the rule changes in purchasing policies as shown in the Exhibits are house-keeping changes.

Mr. David Ford moved to approve the proposed changes to the Community College Rules of Procurement (CCRP). Ms. Vikki Ricks seconded.

MCU. Approved. M01/14:3

Adjourn as Local Contract Review Board

Convene as Regular Board of Directors' Meeting

INFORMATION ITEMS:

Financial Statements – (Exhibit: 7.a)

The Board of Directors' were apprised of the November 2013 Financial Statements.

Construction Update – (Exhibit: 6.b)

The Board of Directors' were apprised of the monthly (December 2013) Construction Projects Updates for -

- Information Technology
- Grandview Renovation – Bend Campus
- Ochoco Remodel – Bend Campus

- Technology Education Center – Redmond Campus
- Residence Hall Status Report – Bend Campus
- Veterinary Tech Remodel – Redmond Campus.

Season of Non-Violence (Exhibit: 7.c)

Ms. Alicia Moore-Dean of Student and Enrollment Services reviewed that “A Season for Nonviolence” is a national educational, media, and grassroots campaign dedicated to demonstrating that nonviolence is a powerful way to heal, transform, and empower our communities. She reviewed the upcoming activities that will take place on campus during January and February.

OLD BUSINESS:

Achievement Compacts (Exhibit: 8.a)

President Middleton gave an update on Achievement Compacts and their regulations including having a “multi constituency” committee. COCC has chosen the college’s “College Affairs” committee to serve as the “multi constituency” committee.

Mr. Joe Krenowicz moved to approve the Achievement Compact targets from the college’s “College Affairs” committee as the preliminary COCC Achievement Compact. Ms. Vikki Ricks seconded. MCU. Approved. M01/14:4

Student Housing – GMP Presentation (Exhibit: 8.b)

President Middleton reviewed that COCC has been formally considering construction of new Student Housing for over 15 years. Many studies and preliminary discussions have taken place with no definitive yes or no decision. Over the past two years, the college has done more formal planning – both facility design and developing an operational business plan. President Middleton thanked the project team of - Matt McCoy, Alicia Moore, Kevin Kimball, Julie Mosier, Gordon Price, Paul Wheeler, Dan Cecchini, Joe Viola, Gene Zinkgraf and Rick Hayes. He noted that the Board “Real Estate Committee” has provided continuing oversight of the content and process and ensured periodic review by the full board.

Mr. Kurt Happla of Mahlum Architects, Mr. Mark Rossi of Pinnacle Architects, and Mr.’s Tony Church and Mike Levesque of Lease Crutcher Lewis gave a PowerPoint presentation re-cap of the design (project scope, units, next steps) for the proposed new residence hall.

President Middleton stated that with the submission of the GMP (Guaranteed Maximum Price) that is within COCC’s budgeted target, he recommends the Board of Directors’ accept the GMP and give authorization to proceed with construction for fall of 2015.

Ms. Vikki Ricks moved to authorize President Middleton, or his designee, to accept the Guaranteed Maximum Price (GMP) in the amount of \$15,565,910 proposed by Lease Crutcher Lewis for construction of the Student Housing project and enter into a contract with LCL to construct the Student Housing project for the agreed upon GMP. Mr. Joe Krenowicz seconded. MCU. Approved. M01/14:5

NEW BUSINESS:

Student Housing – Finance (Exhibit: 9.a)

Mr. Kevin Kimball-Chief Financial Officer - reviewed that with the Board of Directors' approval of construction of the new student housing project – Resolution/Exhibit: 9.a authorizes the issuance and sale of full faith and credit obligations (series 2014 for the Student Housing Project); designating an authorized representative; authorizing the execution and delivery of financing agreements and escrow agreements; and related matters.

Mr. Joe Krenowicz moved to approve (Exhibit: 9.a and Attachment Pages 1-7) authorizing the issuance and sale of full faith and credit obligations (series 2014 for the Student Housing Project); designating an authorized representative; authorizing the execution and delivery of financing agreements and escrow agreements; and related matters. Ms. Laura Craska-Cooper seconded. MCU. Approved. M01/14:6

Budget Committee Appointment (Exhibit: 9.b)

Ms. Laura Craska-Cooper moved to approve the appointment of Mr. Al Jamison to the Budget Committee representing Zone 3 (Redmond area) through June 30, 2015. Mr. Charley Miller seconded. MCU. Approved.

M01/14:7

BOARD OF DIRECTORS' OPERATIONS:

Board Member Activities

- | | |
|-------------------|--|
| Mr. Miller | Real Estate Committee Mtg.
Audit & Finance Committee Mtg.
Audit & Finance Committee Conference Call re: New Student Housing |
| Ms. Ricks | Meeting – Greater La Pine Adult Education
Distributed COCC Program flyers to local businesses
Meeting w/Superintendent of North Lake School District
Re: scholarships
OCCA Forum and Board Meeting in Salem |
| Mr. Dorsch | Meeting/Interview of New Budget Committee Member/Redmond
Meeting w/Redmond Parks and Rec Chairman |
| Mr. Krenowicz | Attended Senator Merkley Central Oregon Town Hall
Campus Tour w/Joe Viola and Alicia Moore |
| Ms. Craska-Cooper | Real Estate Committee Meeting
Audit & Finance Committee Conference Call re: New Student Housing
Meeting/Interview of New Budget Committee Member/Redmond
Phone Mtg. w/Bruce Abernethy
Presidential Search Committee Meetings/Read All Candidate Resumes
Audit & Finance Committee Meeting |

- Mr. David Ford Real Estate Committee Meeting
Audit & Finance Committee Conference Call re: New Student Housing
- Mr. Abernethy Attended Senator Merkley Central Oregon Town Hall
 Senator Merkley presented American Flag (previously flown over the
 Capitol Bldg.) to COCC's Veteran's Center
Meeting w/Matt McCoy to review Agenda for January 22 Meeting
Presidential Search Committee Meetings & Candidate Review
Collaborating on two grants that includes COCC partnership

PRESIDENT'S REPORT

Governor

Attended meeting with Governor Kitzhaber regarding educational collaborative initiatives. Outlining and reviewing still no solution for retiring debt on Cascades Hall to allow OSU-Cascades to end its lease and transfer use of that facility to COCC as a lower cost alternative to construction of a new Student Success Center.

Adjourn 7:45 PM to Executive Session ORS 192.660(1)(d) Labor Negotiations
ReConvene to Regular Board of Directors Meeting

ADJOURN: 8:05 PM

APPROVED;

ATTEST TO;

Mr. Bruce Abernethy, Board Chair

Dr. James E. Middleton, President



CENTRAL OREGON COMMUNITY COLLEGE
'SPECIAL' Board of Directors' Meeting
MINUTES
January 31, 2014@ 10:30 AM
Christiansen Board Room, Boyle Ed. Center

Call to Order

PRESENT: Bruce Abernethy, David Ford, Laura Craska-Cooper, Dr. Jim Middleton-President, Julie Smith-Executive Assistant

PRESENT BY PHONE: Anthony Dorsch, Vikki Ricks, Charley Miller

ABSENT: Joe Krenowicz

INTRODUCTION OF GUESTS: Charles Abasa, Matt McCoy, Kevin Kimball, Kathy Smith, Ron Paradis, Ed Sea, Tanya Bruce, Carrie Coil, Janelle Hogen-The Broadside.

OLD BUSINESS:

Presidential Search (5.a)

Mr. Bruce Abernethy-Chair of the Presidential Search Committee gave a review of the three finalists that the committee selected to present to the Board of Directors.

- Dr. Patrick Lanning-currently campus president of Chemeketa Yamhill Valley-Community College - Salem, Oregon;
- Dr. Sheila Ortego-currently interim president at Pima Community College in Arizona;
- Ms. Dana Young-currently president of Treasure Valley Community College-Ontario, Oregon.

Chair Abernethy reviewed that the three finalists will be scheduled to visit Central Oregon the end of February for their formal interviews as well as campus and community meetings.

Mr. David Ford motioned to publically announce the three finalists for President.
Ms. Laura Craska-Cooper seconded.

Call for the Vote:

YES Abernethy, Dorsch, Ricks, Craska-Cooper, Miller, Ford

MCU. Approved. M1/14:1

ADJOURN: 11:00 AM

APPROVED;

ATTEST TO;

Mr. Bruce Abernethy, Board Chair

Dr. James E. Middleton, President

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

Name	Date Hired	Location	Job Title
Classified Part-Time			
Hamlin, Brian	1/31/2014	Bend	PT Public Safety Officer
Neider, Adam	1/31/2014	Bend	PT Public Safety Officer
Confidential/Supervisory FT			
Stock, Ryan	01/06/2014	Bend	Facilities Maint. Manager
Non-Faculty Instruction			
Stedman, Billie	1/6/2014	Bend	Non-Faculty Instruction
Part-Time Faculty			
Ashford, Teresa	1/6/2014	Bend	Part-Time Faculty
Davis, Linda	1/2/2014	Bend	Part-Time Faculty
Hawkins, Peter	1/6/2014	Bend	Part-Time Faculty
Larkin, Alex	1/6/2014	Bend	Part-Time Faculty
Lau, Lisa	1/6/2014	Bend	Part-Time Faculty
Michell, Megan	1/6/2014	Bend	Part-Time Faculty
Ott-Hopkins, Christine	1/6/2014	Bend	Part-Time Faculty
Peterson, Isaac	1/6/2014	Bend	Part-Time Faculty
Powell, Mary	1/6/2014	Bend	Part-Time Faculty
Stahn, Leeann	1/6/2014	Bend	Part-Time Faculty
Temporary Hourly			
Greenlee, Anna	1/3/2014	Bend	Student Workers
Hansen, Michelle	1/1/2014	Bend	Bookstore Cashier
Kelley, Tina	1/6/2014	Bend	Student Workers
McCown, Jack	1/1/2014	Bend	Consultant to VPI
Nunnelly, Jessica	1/10/2014	Bend	Dental Lab Assistant

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by Sally A. Sorenson-Director of Human Resources

A. Action Under Consideration

Approve the contract for **Elizabeth Palmer**.

B. Discussion/History

The one-year temporary instructor contract of Veterinary Technician Education for Elizabeth Palmer is a replacement position.

C. Options/Analysis

Approve the contract for Elizabeth Palmer.

Decline approval of the contract for Elizabeth Palmer.

D. Timing

For the 2013-14 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approves the contracts of Elizabeth Palmer for the 2013-14 academic year.

F. Budget Impact

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

G. Miscellaneous

**Elizabeth Palmer
One-Year Temporary Instructor – Veterinary Technician Education**

Ms. Palmer completed her AAS in Veterinary Technology and Radiation Certification at Portland Community College, Portland Oregon. Ms. Palmer has nine years of experience in the veterinary field as a Certified Veterinary Technician. Prior to working for COCC, she worked locally as a CVT for Brightside Animal Center in Redmond, and Bend Spay and Neuter Project in Bend. She is a current member of NAVTA, OVTAA, and AVTE memberships.

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Sally A. Sorenson-Director of Human Resources

A. Action Under Consideration

Approve administrative employment contract for **CHAD HARRIS**, as Instructional Dean of Health Sciences.

B. Discussion/History

The employment contract for CHAD HARRIS is for an administrative position. This position was filled through a National College search. CHAD HARRIS will officially begin work on July 1, 2014.

C. Options/Analysis

Approve the employment contracts for CHAD HARRIS.
Decline approval of the employment contracts for CHAD HARRIS.

D. Timing

The Instructional Dean of Health Sciences position for CHAD HARRIS 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, 2015. 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 CHAD HARRIS.

F. Budget Impact

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

G. Miscellaneous

Dr. Harris is currently Chair & Professor of Exercise Science, as well as Director of the SPEED Center, at LaGrange College in LaGrange, Georgia. He has been in his current position since July 2012. Prior to LaGrange College, he was the Dean over the School of Allied Health at Western New Mexico University. Dr. Harris received his Ph.D. in Human Performance (Exercise Physiology and Biomechanics) with a minor in Applied Statistics and Physiology (Integrated) from Oregon State University. He has a M.S. in Physical Education with a concentration in Biomechanics from Kansas State University, and a B.S. in Physical Education with a concentration in Public/Private Fitness from Cal Poly State University, San Luis Obispo, CA.

Exhibit: 5.d
February 12, 2014
Approved: ___Yes___No
Motion: ___

Central Oregon Community College
Board of Directors

INFORMATION ITEM

Prepared by: Charles Abasa-Nyarko – Vice President for Instruction

A. **Issue**

Sabbatical for Carson Haury and William Hoppe.

B. **Discussion / History**

Carson Haury – Academic Year 14-15

Professor of Computer and Information Systems Carson Haury will explore and promote the implementation of a BYOD classroom teaching strategy that can be utilized campus wide. BYOD stands for ‘Bring Your Own Device’. This activity would provide internet connectivity for students for far less money than adding additional computer (lab) classrooms; and would solve the issue of providing faculty the flexibility to use the current software of their choice in their classrooms. Carson’s second activity will promote the pedagogy of ‘flipping the classroom’. He is interested in building a new basic network and microcomputer-serving lab which would allow students to experiment, maintain and repair computers and their networks.

William Hoppe – Spring Term 2015

Professor of Fine Art William Hoppe is proposing a one-term sabbatical in the Spring of 2015 which will allow him to create a body of work of significant proportion, up to twenty-two paintings in all. William started the exploratory design work in Summer of 2011 and is now positioned to complete the series entitled “Wavelengths”. His paintings will explore the visible and electromagnetic light spectrums. William hopes to model for his students the processes used by professional artist, and he will share his journey with his classes. He will also provide a one-person show in the gallery at the Pinckney Center, as well as provide a travelling art show that can be shown at community colleges across the state and in our local community.

Central Oregon Community College
Monthly Budget Status

Highlights of December 2013 Financial Statements

Cash and Investments

The Colleges' operating cash balances currently total \$35 million. The December average yield for the Local Government Investment Pool remains unchanged at .54 percent.

The bond proceeds held in cash total \$1.7 million as of the end of December.

General Fund Revenues

Winter term registration continued into December, resulting in an increase in tuition and fee revenue of \$1.3 million over 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.

Budget Compliance

All appropriation categories are within budget.

Central Oregon Community College

Cash and Investments Report

As of December 31, 2013

College Portfolio	<u>Operating Funds</u>	<u>Bond Funds</u>	<u>Trust/Other Funds</u>
Cash in State Investment Pool			
Pool account 4089	\$33,658,395		
Pool account 5482			\$492,556
Pool account 3624			\$373,586
Pool account 3816		\$1,547,240	
Pool account 3844		\$227,368	
December Average Yield .54%			
Cash in USNB	\$1,385,105		
Cash in USNB - Bond Funds			
Cash on Hand	\$4,300		
Total Cash	<u>\$35,047,800</u>	<u>\$1,774,608</u>	<u>\$866,142</u>

Central Oregon Community College
Monthly Budget Status
December 2013

Exhibit 6a
12-Feb-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	\$ 11,073,315	\$ (821,685)	93.1%	93.0%
Prior Taxes	790,000	369,149	(420,851)	46.7%	65.2%
Tuition and fees	19,723,000	12,920,376	(6,802,624)	65.5%	65.5%
State Aid	6,291,000	3,571,057	(2,719,943)	56.8%	50.4%
Interest & Misc. Income	75,000	94,080	19,080	125.4%	102.6%
Transfer-In	1,745,000	1,745,000	-	100.0%	100.0%
Total Revenues	\$ 40,519,000	\$ 29,772,976	\$ (10,746,024)		
Expenses by Function					
Instruction	\$ 18,752,536	\$ 7,512,826	\$ 11,239,710	40.1%	41.0%
Academic Support	2,949,282	1,214,848	1,734,434	41.2%	42.9%
Student Services	4,602,112	2,010,517	2,591,595	43.7%	44.8%
College Support	4,833,106	2,313,345	2,519,761	47.9%	45.7%
Plant Operations and Maintenance	4,302,983	1,776,492	2,526,491	41.3%	39.7%
Information Technology	3,548,862	1,728,147	1,820,715	48.7%	50.2%
Financial Aid	52,897	19,328	33,569	36.5%	114.3%
Contingency	800,000	-	800,000	0.0%	0.0%
Transfers Out	2,674,060	2,667,313	6,748	99.8%	100.0%
Total Expenses	\$ 42,515,838	\$ 19,242,816	\$ 23,273,022		
Revenues Over/(Under) Expenses	\$ (1,996,838)	\$ 10,530,160	\$ 12,526,998		

Central Oregon Community College
Monthly Budget Status
December 2013

Exhibit 6a
12-Feb-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>Other funds:</u>					
Debt Service Fund					
Revenues	\$ 4,372,766	\$ 3,691,418	\$ (681,348)	84.4%	86.4%
Expenses	4,488,590	1,909,172	2,579,418	42.5%	43.9%
Revenues Over/(Under) Expenses	\$ (115,824)	\$ 1,782,245	\$ 1,898,069		
Grants and Contracts Fund					
Revenues	\$ 1,917,602	\$ 367,329	\$ (1,550,273)	19.2%	19.3%
Expenses	2,029,866	587,910	1,441,956	29.0%	30.2%
Revenues Over/(Under) Expenses	\$ (112,264)	\$ (220,581)	\$ (108,317)		
Capital Projects Fund					
Revenues	\$ 30,498,168	\$ 1,950,736	\$ (28,547,432)	6.4%	27.5%
Expenses	27,998,138	6,547,954	21,450,184	23.4%	13.5%
Revenues Over/(Under) Expenses	\$ 2,500,030	\$ (4,597,219)	\$ (7,097,249)		
Enterprise Fund					
Revenues	\$ 7,201,733	\$ 2,280,658	\$ (4,921,075)	31.7%	31.6%
Expenses	7,744,533	2,407,513	5,337,020	31.1%	39.3%
Revenues Over/(Under) Expenses	\$ (542,800)	\$ (126,855)	\$ 415,945		
Auxiliary Fund					
Revenues	\$ 9,997,435	\$ 5,774,556	\$ (4,222,879)	57.8%	66.7%
Expenses	10,397,527	5,347,647	5,049,880	51.4%	58.4%
Revenues Over/(Under) Expenses	\$ (400,092)	\$ 426,909	\$ 827,001		
Reserve Fund					
Revenues	\$ 11,740	\$ -	\$ (11,740)	0.0%	0.0%
Expenses	480,000	347,738	132,262	72.5%	76.2%
Revenues Over/(Under) Expenses	\$ (468,260)	\$ (347,738)	\$ 120,522		
Financial Aid Fund					
Revenues	\$ 22,672,398	\$ 6,943,357	\$ (15,729,041)	30.6%	34.9%
Expenses	22,697,785	7,181,462	15,516,323	31.6%	35.2%
Revenues Over/(Under) Expenses	\$ (25,387)	\$ (238,105)	\$ (212,718)		
Internal Service Fund					
Revenues	\$ 389,095	\$ 144,892	\$ (244,203)	37.2%	34.4%
Expenses	410,070	158,641	251,429	38.7%	54.1%
Revenues Over/(Under) Expenses	\$ (20,975)	\$ (13,748)	\$ 7,227		
Trust and Agency Fund					
Revenues	\$ 1,900	\$ 955	\$ (945)	50.3%	47.6%
Expenses	3,000	834	2,166	27.8%	30.6%
Revenues Over/(Under) Expenses	\$ (1,100)	\$ 121	\$ 1,221		

Information Technology Update – January 2014

Current Projects

The **Redmond Technology Center** will be a 34,000 square foot, two-story building on our Redmond Campus and will include 9 classrooms, 3 computer labs, 4 skills labs and almost 700 data locations and just over 23 miles of CAT6 network cable. The **A/V Systems Installation** project will provide state-of-the-art audio and video systems as well as some recording capability for the **Redmond Technology Center**. The **Ochoco** remodel will provide office space for faculty from both the Humanities and World Languages & Culture Departments. When complete, the **Residence Hall** project will have just over 1200 data connection and almost 40 miles of CAT6 network cable, making it potentially one of the most network intensive projects to date. We are also working on an RFP for the provision of **ResNet Services** (Cable TV, Phone and Internet) for the **Residence Hall** project.

Schedule Status

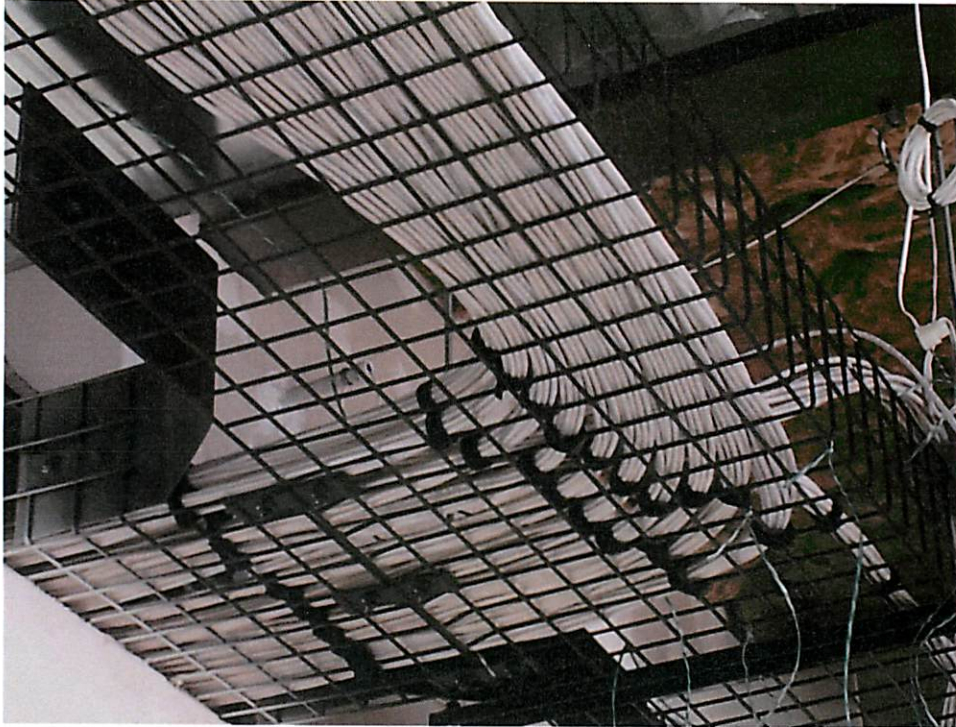
The **Redmond Technology Center**, **Residence Hall**, **Ochoco** remodel, and the **Redmond Technology Center AV Systems Installation** are all on schedule at this time.

Activity in January

Low-voltage infrastructure and backing have been installed on the first and second floor of the South wing of the **Redmond Technology Center** and CAT6 data cable pulled to roughly half of the data locations in this section of the building. The primary data pathways have been installed and the MDF is enclosed and backing installed. The **A/V Systems Installation** for the **Redmond Technology Center** began in mid-January with a review of infrastructure and backing for flat-screen LCD panels and projection screens. Low-voltage infrastructure (underground conduit, cable pathways, WiFi access points, etc.,) standards for the **Residence Hall** design were discussed and reviewed with the Architect and their consultants. In addition, we are working on an RFP for the provision of **ResNet Services** (Cable TV and Internet) for **Residence Hall** occupants. Design discussions for the **Ochoco & Veterinary Technician** remodels continued.

Information Technology Update – January 2014

Photos – Redmond Technology Center

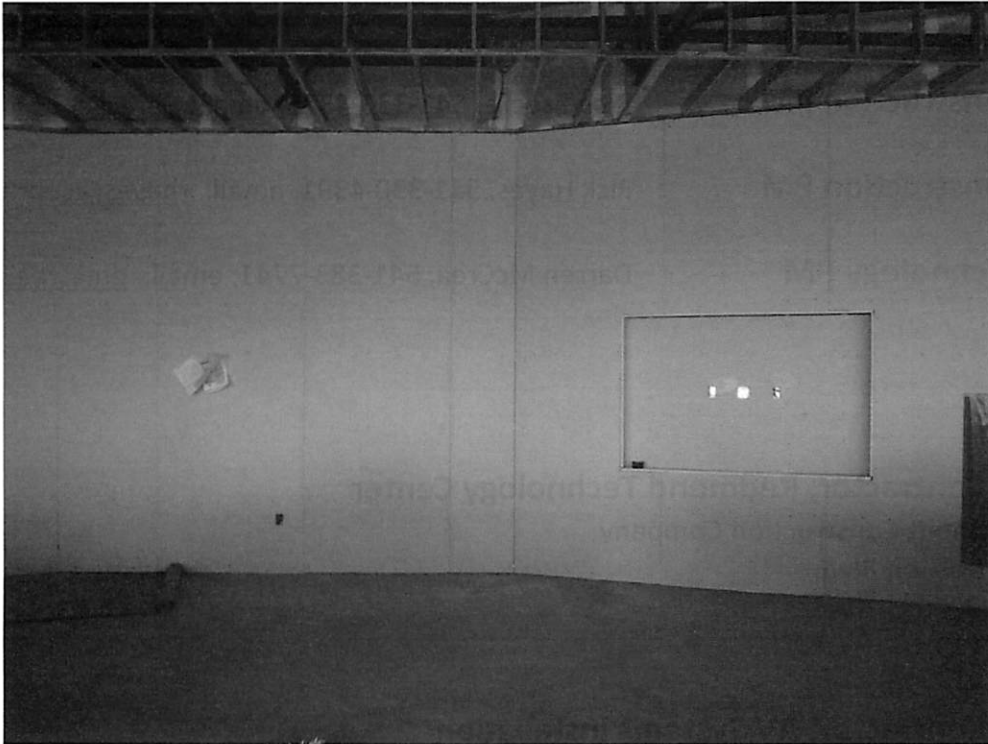


CAT6 Cable – MDF Feeds to Computer Labs, First Floor



Fire-Treated Backing – MDF, 2nd Floor

Information Technology Update – January 2014



Projection Wall and one of two LCD Locations – Classroom 209

Upcoming Activities – February

Installation of conduit, backboxes and other low-voltage infrastructure in the core and north wing of the **Redmond Technology Center** should be almost complete by the end of February. Design and low-voltage scope for the **Ochoco & Veterinary Technician remodels** are continuing to take shape. The **A/V Systems installation** will begin in February with the installation of speaker, video and control wire above ceiling. A thorough low-voltage review of the **Residence Hall** will continue with the Architect and their low-voltage consultants to ensure we have the proper low-voltage infrastructure to support the needs of staff and students. In addition, we should have a draft RFP for the provision of **ResNet Services** (Cable TV, Phone and Internet) for **Residence Hall** occupants issued in late February or early March.

Information Technology Update – January 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

Grandview Renovation Project January 2014 Status Report

Scope

Renovate Grandview to consolidate the Math Department to one location. Provide SMART math lab space using mobile laptop carts allowing conversion of South Sisters to a SMART math lab.

Budget Status

Total project budget is not to exceed \$1,313,577. See budget summary for current expenditures status.

Change Order Activity

COR #53, relocation of existing thermostat locations in the SMART labs, approved in the amount of \$589.88.

Schedule Status

Completed and occupied.

Activity in January

Thermostat relocation work.

Activity planned for February

None. This is the last report

Grandview Renovation Project

January 2014 Status Report

Project Participants

COCC Administration

Matt McCoy	Vice President for Administration	mmccoy@cocc.edu
Jennifer Newby	Instructional Dean - Math	jnewby@cocc.edu
Michael Fisher	Instructional Dean – Business	mfisher@cocc.edu
Doug Nelson/	Math Department Chair	dnelson@cocc.edu
Charlie Naffziger	Math Department Chair	cnaffziger@cocc.edu
Jim Ellis	Business Department Chair	jellis@cocc.edu
Rick Hayes	Construction Project Manager	rhayes@cocc.edu
Darren McCrea	Construction IT Manager	dmccrea@cocc.edu
Julie Mosier	Purchasing Coordinator	jmosier@cocc.edu

Design Consultant

Steele Associates Architects
760 NW York Drive, Suite 200
Bend, OR 97701
Jeff Wellman, Project Architect
Steve Olson, Project Architect
541-382-9867
jwellman@steele-arch.com
solson@steel-arch.com

General Contractor

Sunwest Builders, Inc.
2642 SW 4th St.
Redmond, OR 97756
Adam Bowles, Project Manager
Jeff Bilyeu, Project Superintendent
541-548-7341
AdamB@sunwestbuilders.com
jbilyeu@sunwestbuilders.com

Ochoco Remodel – January 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 schedule will depend heavily on what the overall scope ends up being. Primary goals stated so far are:

- 1) Any work in classrooms must be complete by Fall 2014.
- 2) Other improvements including office opening shall be complete no later than December 1, 2014.
Should the whole remodel be funded the schedule will likely be extended.

Recent Activity

Schematic design has completed and the SD documents estimated. Phase 2 Design Fee approval will be before the Board of Directors at the February Board Meeting. This pricing is based on the Real Estate Board request that the complete remodel be fully designed through construction documents with a plan for possible phasing for the project.

Activity Next Month

Proceed with Design Development.

Ochoco Remodel – January 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 January 2014 Status Report

Scope

Residence Hall project is to provide approximately 330 beds for student housing. A small amount of support and common space will be provided within the project. The building is anticipated to be Earth Advantage Multi-Family Gold level certified. Parking and access road/utilities are anticipated to be on the downhill side of the track. It is also expected that summer programs will utilize the facilities.

Budget Status

Project Budget included.

Change Order Activity

None this month.

Schedule Status

The project was approved to proceed through completion at the January 22, 2014 Board Meeting.

The project will begin construction in April of 2014.

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

Activity in January

Revised commissioning RFP scope and holding for issuance until late January. Responses will be due in February after the Board has decided whether the Residence Hall Project will proceed.

Reviewed GMP with Real Estate committee on January 2, 2014.

Reviewed GMP and obtained Board approval for project to proceed at the January 22, 2014 Board Meeting. Approved GMP of \$15,565,910 includes alternates 3, 4, 7, 9, 11, 12A, 13, 14, 15A, 16, 17, and 19.

Issued Materials Testing RFQ.

Received Site Plan Approval, issued on January 27, 2014.

Issued finalized CMGC contract with GMP of \$15,565,910.00 to Lease Crutcher Lewis for execution.

Activity planned for February

Meet with the City of Bend regarding permitting process to allow the project to begin by April 14, 2014 and for structural concrete work that requires inspections to begin in late May, 2014.

Receive Materials Testing Quotes on February 11, 2014.

Execute CMGC contract.

Draft development agreement for the deferred vehicular connection to College Way.

Residence Hall January 2014 Status Report

Conceptual preliminary building perspective.



Residence Hall January 2014 Status Report

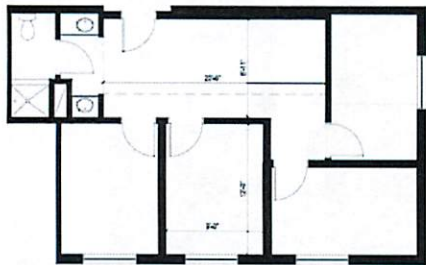


Residence Hall January 2014 Status Report



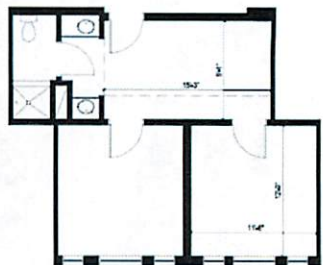
R.A. SINGLE

SINGLE BEDROOM	262 SF
BATHROOM	58 SF
TOTAL	260 SF NET
	315 SF GROSS



QUAD SINGLES

SHARED ROOM	197 SF
SINGLE BEDROOM	108 SF
SINGLE BEDROOM	105 SF
SINGLE BEDROOM	108 SF
SINGLE BEDROOM	105 SF
BATHROOM	79 SF
TOTAL	706 SF NET
	852 SF GROSS



QUAD DOUBLES

SHARED ROOM	157 SF
DOUBLE BEDROOM	138 SF
DOUBLE BEDROOM	138 SF
BATHROOM	79 SF
TOTAL	492 SF NET
	576 SF GROSS

Typical unit types.

Residence Hall January 2014 Status Report

Project Participants

COCC Steering Committee

James Middleton	President
Matt McCoy	Vice President of Administration
Kevin Kimball	Chief Financial Officer
Alicia Moore	Dean of Students
Gordon Price	Director of Student Life
Paul Wheeler	On-Campus Housing Coordinator
Joe Viola	Director of Campus Services
Rick Hayes	Project Manager

Design Consultant

Mahlum Architecture
1231 NW Hoyt, Suite 102
Portland, Oregon 97209
541-224-4032

Kurt Haapala, Principal, Seth Moran & Beth Brett, Senior Project Manager, Brian Squillace and Jeremy Rear, Project Architects, Amy Noe, Project Designer
Pinnacle Architects (Associates) Peter Baer, Principal, Mark Rossi, Project Manager

Construction Manager General Contractor

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

Tony Church, Senior Project Manager Mike Levesque, Project Manager
Jeff Spencer, Senior Estimator

Civil Survey Consultant

KPFF Consulting Engineers
111 SW Fifth Avenue, Suite 2500
Portland, OR 97204-3628
503-227-3251 Troy Tetsuka, Survey Manager

Geotechnical Engineer

FEI Testing & Inspection, Inc.
62979 NE Plateau Drive, #3
Bend, OR 97701
Bill Smith, Geotechnical Engineer, 541-382-4844 bsmith@feitesting.com

Commissioning Agent TBD

Testing Agency TBD

Technology Education Center – Jan. 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

Overall this month change order activity has been light. See the change order log for additional detail.

Schedule Status

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

Recent Activity

Roofing is now complete and with some temporary protection in the windows and doors, the building is dried in. The south wing is nearly through painting and Ceiling Grid has been hung on the 1st floor. Tile in the bathrooms started. Sitework has started again in order to get parking lots and hard scape in place for Substantial Completion in May. HVAC equipment and Electrical Gear is being set and panels made up. Building controls continue. Staff is working on finalizing FF&E and there are just a few more furniture details to work out.

Activity Next Month

Drywall and will continue in the North Wing. The remainder of the polished concrete will be finished (placed last month). Tile will finish and fixtures will follow closely after. Finishes will start.

Technology Education Center – Jan. 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

Chris White	-	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 – Jan. 2014 Update



Main Stair in Lobby



Airport way Sidewalk and Grading

Technology Education Center – Jan. 2014 Update



South Wing – Center for Entrepreneurial Excellence and Development



North Wing Flex Lab

Veterinary Tech Remodel at BAC– Jan. 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. Current projection is within budget.

Change Order Activity

N/A.

Schedule Status

As the schedule and occupancy are dependent on the partition, project completion is a moving target. Opening will likely now be in Spring due to the time it has taken to receive approval on the partition.

Recent Activity

All pricing has been received. SDC's have been finalized with the City and waterline material has been ordered. A 30 day lead item has delayed waterline installation.

Activity Next Month

Waterline installation and finalization of partition. Possible completion of the sale. Possible start on remodel.

Veterinary Tech Remodel at BAC– Jan. 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

TBD

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

INFORMATION ITEM

Prepared by: Brynn Pierce, Director of Institutional Effectiveness and Tanya Bruce, Grants Coordinator

WHERE WE WERE

Over the last 15 years, COCC's Grants Office has seen great fluctuations in staffing and scope of work. Prior to 2008, grant development was staffed part-time or contracted out on an ad hoc basis. In 2008, the Grants Coordinator became a full-time position for a two-year period and then was vacant for two years due to a retirement and postponement in recruiting.

In 2012, the College moved the Grants office to reporting to the Director of Institutional Effectiveness, Brynn Pierce, and hired a full-time Grants Coordinator, Tanya Bruce. Since that time, Tanya has worked tirelessly to reenergize the grant culture and process. The College had been without a dedicated grants person for two years. Therefore, her initial tasks included tracking down awarded grants and establishing where they were in the grant lifecycle and reinstating necessary practices and procedures to foster a collaborative, inclusive grant development, approval and maintenance process. She has been incredibly successful at putting a strong foundation in place.

WHERE WE ARE

The institution, through the Grants office, now has a process in place to facilitate inclusive grant development and maintenance which includes connecting grant ideas to College planning, writing a compelling proposal, being good stewards of awarded funds and remaining accountable to grant reporting requirements. The process has instilled greater ownership and commitment to grants at the individual, program and institutional level.

Total Number of Awarded Grants (July 1, 2013 – Present):

Type of Grant*	Number of Grants	Amount Awarded
Federal	3	\$ 363,440
State	4	\$ 466,730
Foundation	14	\$ 271,205
TOTAL	21	\$ 1,101,375

***TYPE DEFINITIONS**

Federal Grants: U.S. government grants

State Grants: Oregon state government grants

Foundation Grants: Private, corporate, community and family foundation grants

Highlights of New Grant Activity:

Funder	Program	Highlight
National Science Foundation (NSF)	Automotive Technology in Electronics and Diagnostics (TED)	COCC was awarded the Mentor-Connect grant, which provides one-on-one mentoring from NSF for a grant proposal for Advanced Technology Education due in October 2014
National Endowment for the Humanities	Muslim Journeys	COCC was awarded a grant that provided books, videos, art, and journal subscriptions for the library. This project was a collaborative effort between Barber Library, the Visiting Scholar Program and the Multicultural Activities Office. This grant was the springboard for a year's worth of programming on campus.
Wells Fargo and Small Business Administration	Small Business Development Center (SBDC)	COCC was awarded two grants totaling \$70,000 for the new Portable Assistance Program, which will take the SBDC program to rural areas within our district.
Cow Creek Umpqua Indian Foundation	Multicultural Activities – Native American Program	Cow Creek awarded \$10,000 for COCC's summer program for Native American high school students. This grant has opened up a new relationship between the Cow Creek Band of the Umpqua Tribe of Indians and COCC's Native American Program.

WHERE WE ARE GOING**COCC is...**

- Working with a NSF mentor to shape COCC's next decade of NSF proposals
- Jointly applying with all Oregon community colleges for the final round of federal Trade Act funding
- Setting the stage for submitting a federal Title III proposal for the next open competition in 2015
- Building relationships and strengthening COCC's reputation with charitable foundations
- Collaborating with community partners in grant seeking efforts
- Establishing a multi-layered and multi-year approach to grant planning
- Moving towards submitting larger multi-year grant proposals

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Richard Brecke, Construction Project Manager

A. Action Under Consideration

Acceptance of an Amendment to the Professional Services Agreement consisting of Phase II Design for the Ochoco Remodel Project in the amount of \$271,000.

B. Discussion/History

Pinnacle Architecture was selected as the architect for the Ochoco Remodel Project via RFP 1427-13 in May of 2013. As the overall extent of the Ochoco Remodel was not yet determined in May 2013, the service agreement was phased so that a preliminary design could be finalized during Phase 1 (through Schematic Design), with the remainder of the design priced based on the preliminary design work and delivered during Phase II Design. Staff believes this is the best way to arrive at an overall fee that most accurately reflects only the scope of the actual remodeled space. This fee proposal is an addition to the existing agreement with Pinnacle which totaled \$16,545, all of which has been expended. The addition brings the total design fee for the project to \$287,545. The project is being designed so that it can be delivered all at once or in two phases.

C. Options/Analysis

Accept the added fee proposal to complete design of the Ochoco Remodel.

Reject the added fee proposal and re-price for a lesser scope.

D. Timing

Approval at this time will enable the Architect to continue with design and maintain an overall schedule for a December 2014 project completion.

Rejecting the proposal and re-pricing the scope will push the delivery of the project to a date later than December 2014.

E. Recommendation

Accept the added fee for Phase II design services at \$271,000. Staff finds this fee to be reasonable for the scope of the project.

F. Budget Impact

Funding is provided from proceeds of the 2009 voter-approved bond measure.