



CENTRAL OREGON
COMMUNITY COLLEGE **REVISED**

Board of Directors' Meeting – AGENDA

Wednesday, May 14, 2014 – 7:15 PM

Christiansen Board Room, Boyle Education Center

TIME**	ITEM	ENC.*	ACTION	PRESENTER
7:15 pm	I. Call to Order			Abernethy
7:16 pm	II. Introduction of Guests			Abernethy
7:20 pm	III. Agenda Changes			
7:21 pm	IV. Public Hearing and Testimony			
	A. The Broadside-Student Newspaper & Presentation			The Broadside-Staff
7:35 pm	V. Consent Agenda***			
	A. Minutes			
	1. Regular Meeting (April 9, 2014)	5.a1	X	Smith
	2. Special Meeting (April 14, 2014)	5.a2	X	
	B. Personnel			
	1. New Hire Report (April 2014)	5.b1	X	Sorenson ^A
	2. Approval to Hire (Bean, Hansen, Humphries, Wilhite, Dorsey, Wolf, Waller)	5.b2	X	Sorenson ^A
7:40 pm	VI. Information Items			
	A. Financial Statements	6.a		Bloyer ^A
	B. Construction Projects - Update	6.b		McCoy ^A
	C. Ochoco Hall Renovation - Update	Handout: 6.c		McCoy ^P
	D. Accreditation Process Revision			Abasa-Nyarko /Middleton ^P
	E. Vet Tech Accreditation – Update			Middleton ^P
8:05 pm	VII. Old Business			
	A. Presidential Search-Proposed Timeline	7.a		Cooper/Paradis ^P
8:10pm	VIII. New Business			
	A. 2014-15 Juniper Residence Hall Board	8.a	X	Kimball/Willis ^P
	B. ResNet Services	8.b	X	McCrea ^P
	C. Juniper Hall – Summer 2014 Room Rates	8.c	X	Moore ^P
8:15 pm	IX. Board of Directors' Operations			
	A. Board Member Activities			
8:25 pm	X. President's Report			Middleton ^P
	A. Updates			
	XI. Correspondence			
	A. Resignation- Budget Committee (Jamison)	11.a		
	XII. Dates			
	A. Friday, May 30 @ 5:00pm – Faculty Convocation–Wille Hall/Elevation			
	B. Wednesday, June 11 @ 6:00pm - Board of Directors Meeting – Boyle/BrdRm			
	C. Saturday, June 14 @ 10:00am - COCC Commencement – Mazama Field			

D. Thursday, July 10 @ 8:30am - Summer Board Retreat – Board Room

8:35 pm XIII. **Adjourn to Executive Session -
ORS 192.660 – (1)(d) – Labor Negotiations**

Adjourn from Executive Session to Open Session Adjourn

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

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

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

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



Central Oregon Community College
Board of Directors' Meeting
MINUTES
Wednesday, April 9, 2014- 7:00pm
Christiansen Board Room
Boyle Education Center

PRESENT: Bruce Abernethy, Laura Craska-Cooper, David Ford, Charley Miller, Anthony Dorsch, Vikki Ricks, Joe Krenowicz, Ron Bryant -Board Attorney, Jim Middleton-President, Julie Smith-Executive Assistant

INTRODUCTION OF GUESTS: Lester Friedman-Budget Committee Member, Charles Abasa-Nyarko, Ron Paradis, Kevin Kimball, David Dona, Alicia Moore, Sally Sorenson, Lisa Bloyer, Dan Cecchini, Jenni Newby, Shirley Metcalf, Michael Fisher, Jerry Schulz, Kathy Smith-Faculty Forum President, Joe Viola, Julie Mosier, Sean Rule, Carol Higginbotham, Rebecca Plassmann, Cody Manriquez, Junnelle Hogen-The Broadside, Tyler Leeds-The Bulletin and others.

PUBLIC HEARING & TESTIMONY:

Student Scholars – All Oregon Academic Team 2014 –

Alicia Moore-Dean of Student and Enrollment Services introduced COCC's All Oregon Academic Team – Cody Manriquez and Kathryn Hearon. Along with scholars from the other 16 community colleges in Oregon - they will be honored at a luncheon in Salem with Governor John Kitzhaber and the Oregon Community College Association on April 22. Cody is majoring in exercise science and plans to transfer to Oregon State University-Cascades Campus. He eventually plans to become a physician's assistant. Kathryn is majoring in biology (pre-med) and works as an intern for the local medical examiner. She also plans to transfer to Oregon State University-Cascades Campus.

CONSENT AGENDA:

Ms. Laura Craska-Cooper moved to approve the Consent Agenda. Mr. Joe Krenowicz seconded. MCU. Approved. M04/14:1

BE IT RESOLVED that the Board of Directors' approved the Regular Meeting Minutes of March 12, 2014 (Exhibits: 5.a1);

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

BE IT RESOLVED that the Board of Directors' approved the promotion of faculty as recommended by the Promotion Committee (Exhibits: 5.b2);

BE IT RESOLVED that the Board of Directors' approved the employment contract for Karen Heckert-Assistant Professor II of Health and Human Performance (Exhibit: 5.c1).

INFORMATION ITEMS:

Financial Statements – (Exhibit: 6.a)

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

Construction Projects – Update (Exhibit: 6.b)

The Board of Directors' were apprised of the Construction Projects Update.

Bond Sale (Exhibit: 6.c)

Mr. Kevin Kimball-Chief Financial Officer reported that the College needs to sell the bonds at this time to provide funds to make timely construction payments. The new Student Housing construction is on schedule and will begin in April with grading and excavation. A “ground-breaking” ceremony will take place on site at 4:30 PM on May 14.

2014-15 Juniper Residence Hall Rates (Exhibit: 6.d)

Ms. Alicia Moore-Dean of Student and Enrollment Services reviewed the 3% room increase proposed for the 2-014-15 room rates.

Mr. Charley Miller moved to approve a 3% increase residence hall room rates for the 2014-15 academic year for a total room rate increase of \$143 (Exhibit: 6.d). Ms. Vikki Ricks seconded. MCU. Approved. M04/14:2

OLD BUSINESS:

2014-15 Tuition & Fees Rates (Exhibits: 7.a)

Kevin Kimball-Chief Financial Officer reviewed that for the 2013-14 academic year – COCC was the second lowest combined in-district tuition and fee rates of all the Oregon community colleges.

Mr. Charley Miller moved to hold in-district and non-resident veteran tuition flat for the upcoming 2014-15 academic year and increase the tuition and fee rates for the out-of-district/border states by \$2 per credit, and the out-of-state rate by \$7 per credit as described in the revised (Exhibit: 7.a). Ms. Laura Craska-Cooper seconded. MCU. Approved. M04/14:3

NEW BUSINESS:

Student Fee Approval Process (Exhibit: 8.a)

Alicia Moore-Dean of Student and Enrollment Services reviewed that during the spring of 2013, COCC's “College Affairs” Committee convened a task force to review its general student fees. The Student Fee Task Force recommends that the College establish a policy to address the process for approved general student fees.

Mr. David Ford moved to approve the student fee policy as outlined in section B of (Exhibit: 8.a) Ms. Laura Craska-Cooper seconded. MCU. Approved. M04/14:4

2014-15 Fee Resolution (Exhibit: 8.b)

Alicia Moore reported that Board approval of changes to the college's general student fees as listed in section B of (Exhibit: 8.b) in order to meet catalog production deadlines in mid-April and accurately calculate fees for 2014 fall term registration which begins in mid-May.

Ms. Vikki Ricks moved to approve removing the credit cap on general student fees and increasing the Mazama Gym fee to \$20 per class (Exhibit: 8.b) Mr. Charley Miller seconded. MCU. Approved. MCU. Approved. M04/14:5

Redmond Tech Center – Furniture (Exhibit: 8.c)

Ms. Laura Craska-Cooper moved to direct staff that a contract be executed for \$345,875 to Workplace Resource for the office, lobby and classroom furniture for the Redmond Technology Education Center as described in (Exhibit: 8.c). Mr. David Ford seconded. MCU. Approved. M04/14:6

Financial Certification (President/Board of Directors) (Exhibits: 8.d & 8.d1)

Mr. David Ford moved to approve the Financial Certifications (Exhibits: 8.d & 8.d1). Ms. Laura Craska-Cooper seconded. MCU. Approved. M04/14:6

BOARD OF DIRECTORS' OPERATIONS:

Board Member Activities

Mr. Krenowicz	Tour of Cascade Culinary Institute
Ms. Craska-Cooper	Real Estate Committee Meeting Purchased Wine for Wine Class she will be teaching at the college Presidential Search Committee meetings
Mr. Dorsch	John Overbay Room Naming Ceremony
Mr. Ford	Meetings w/ Laura Craska-Cooper, Charley Miller, Ron Bryant regarding Presidential contract John Overbay Room Naming Ceremony Real Estate Committee Meeting EDCO Luncheon Attended Ms. Craska Cooper's Wine Class OSU-Cascades Meetings
Mr. Miller	John Overbay Room Naming Ceremony Real Estate Committee Meeting EDCO Luncheon Attended Ms. Craska Cooper's Wine Class OSU-Cascades Meetings
Ms. Ricks	Greater La Pine Adult Education Meeting Distributed COCC Spring Class Catalog to La Pine businesses

PRESIDENT'S REPORT:

Ground Breaking Ceremony – New Residence Hall

Wednesday, May 14 - 4:30 PM at the new Residence Hall site on campus.

8:15pm – ADJOURN to Executive Session: ORS 192.660 (2)(a)

Employment of Public Officers, Employees and Agents

9:35pm – Adjourn Executive Session

Re-Convene Regular Board of Directors Meeting

Presidential Search: Reject the Candidates; Extend the Search (Exhibit: 16)

Board unanimous consensus to reject the three candidates recommended by the Search Advisory Committee and, therefore, extends the search until an acceptable candidate is identified (Exhibit: 16). MCU. Approved.

9:38pm ADJOURN

APPROVED;

ATTEST TO;

Mr. Bruce Abernethy, Board Chair

Dr. James E. Middleton, President



CENTRAL OREGON COMMUNITY COLLEGE
'SPECIAL' Board of Directors' Meeting
MINUTES
April 14, 2014 @ 12:00 PM (Noon)
Christiansen Board Room, Boyle Ed. Center

Call to Order

PRESENT: Bruce Abernethy, David Ford, Charley Miller, Tony Dorsch, Laura Craska-Cooper, Vikki Ricks, Joe Krenowicz, Ron Bryant-Board Attorney, Dr. Jim Middleton-President, Julie Smith-Executive Assistant

INTRODUCTION OF GUESTS: Shirley Metcalf, Kathy Smith-Faculty Forum President, Ron Paradis, Junnelle Hogen-The Broadside, Tyler Leeds-The Bulletin

ADJOURN TO EXECUTIVE SESSION:

ORS 192.660 (1)(a) Employment of Public Officers, Employees, Agents

ADJOURN EXECUTIVE SESSION: 12:30 PM

BREAK – 5 MINUTES

RE-CONVENE OPEN SESSION: 12:35 PM

OLD BUSINESS:

Discussion:

The Board of Directors' reached consensus to restart with a new Presidential Search process this summer. The Board will retain the services of the ACCT-Association of Community Colleges and Trustees as the Search Consultants.

President Middleton has agreed to remain serving as President of the College through September 5, 2014.

Mr. Charley Miller moved to approve the appointment of Dr. Shirley Metcalf for the position of Interim President ~ subject to contract negotiations and acceptance of the position. Mr. David Ford seconded. MCU. Approved.

Dr. Metcalf thanked the Board "with my deepest appreciation I am truly honored to be appointed as Interim President of Central Oregon Community College" – Dr. Metcalf commented that as Interim President - she is looking forward to working with the Board, Faculty, Staff, Students and the community.

Board consensus is to hold a summer Retreat to work with Dr. Metcalf as she transitions to the role of Interim President for the upcoming academic year.

ADJOURN: 1:00 PM

APPROVED;

Mr. Bruce Abernethy, Board Chair

ATTEST TO;

Dr. James E. Middleton, President

Exhibit: 5.b1
 May 14, 2014
 Approve: ___ Yes ___ No
 Motion: _____

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

Name	Date Hired	Location	Job Title
Part-Time Faculty			
Daubeny, Carolyn	4/14/2014	Bend	PT Faculty
Johnston, James	4/03/2014	Bend	PT Faculty
Temporary Hourly			
Adams, Jo'El	4/23/2014	Bend	Physiology Lab Assistant
Andrews, Kyle	4/12/2014	Bend	Emergency Medical Svcs
Bagley, William	4/12/2014	Bend	Emergency Medical Svcs
Bischel, Paul	4/08/2014	Bend	Chemistry Tutor
Brown, Noah	4/01/2014	Bend	Computer Lab Attendant
Burke, Patrick	4/12/2014	Bend	Emergency Medical Svcs
Campbell, Casey	4/12/2014	Bend	Emergency Medical Svcs
Capretti, Alessandra	4/12/2014	Bend	Emergency Medical Svcs
Carrick, Jonathan	4/12/2014	Bend	Emergency Medical Svcs
Downs, Tyler	4/12/2014	Bend	Emergency Medical Svcs
Elliott, Calli	4/12/2014	Bend	Emergency Medical Svcs
Embry, Carolyn	4/12/2014	Bend	Emergency Medical Svcs
Field, Joan	4/12/2014	Bend	Emergency Medical Svcs
Field, Scott	4/12/2014	Bend	Emergency Medical Svcs
Gottfried, Jeremy	4/12/2014	Bend	Emergency Medical Svcs
Guerrero, Norman	4/12/2014	Bend	Emergency Medical Svcs
Hammerquist, Paul	4/12/2014	Bend	Emergency Medical Svcs
Hargous, Brandon	4/12/2014	Bend	Emergency Medical Svcs
Janosek, Keli	4/12/2014	Bend	Emergency Medical Svcs
Kelly, Vaughn	4/12/2014	Bend	Emergency Medical Svcs
Knight, Richard	4/12/2014	Bend	Emergency Medical Svcs
Mattson, Jeremiah	4/12/2014	Bend	Emergency Medical Svcs
Phillips, Hunter	4/12/2014	Bend	Emergency Medical Svcs
Radcliff, Justin	4/12/2014	Bend	Emergency Medical Svcs
Schnell, Melody	4/12/2014	Bend	Emergency Medical Svcs
Selb, Jordan	4/12/2014	Bend	Emergency Medical Svcs
Sharp, Austin	4/12/2014	Bend	Emergency Medical Svcs
Summerfield, Patrick	4/12/2014	Bend	Emergency Medical Svcs
Swaggerty, Jordan	4/12/2014	Bend	Emergency Medical Svcs
Towers, David	4/12/2014	Bend	Emergency Medical Svcs
Valoppi, Michael	4/12/2014	Bend	Emergency Medical Svcs

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 Jerry Bean, Michael Hansen, Jeff Wilhite, Kristin Dorsey, Jonathan Wolf, Shannon Waller and Merideth Humphries.

B. Discussion/History

The Assistant Professor I of Aviation contract for Jerry Bean is a new position.

The Assistant Professor I of Business contract for Michael Hansen is a replacement position.

The Assistant Professor I of Manufacturing Technology contract for Jeff Wilhite is a new position.

The Assistant Professor I of English contract for Kristin Dorsey is a replacement position.

The Assistant Professor I of Economics contract for Jonathan Wolf is a replacement position.

The Assistant Professor I of Pharmacy Technician Education contract for Shannon Waller is a new position.

The Assistant Professor I of Biology contract for Merideth Humphries is a replacement position.

C. Options/Analysis

Approve the contract for Jerry Bean, Michael Hansen, Jeff Wilhite, Kristin Dorsey, Jonathan Wolf, Shannon Waller and Merideth Humphries.

Decline approval of the contract for Jerry Bean, Michael Hansen, Jeff Wilhite, Kristin Dorsey, Jonathan Wolf, Shannon Waller and Merideth Humphries.

D. Timing

For the 2014-15 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approve the contract of Jerry Bean, Michael Hansen, Jeff Wilhite, Kristin Dorsey, Jonathan Wolf, Shannon Waller and Merideth Humphries for the 2014-15 academic year.

F. Budget Impact

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

G. Miscellaneous

**Jerry Bean
Assistant Professor I of Aviation**

Jerry Bean received his Master's in Business Administration degree from Embry-Riddle Aeronautical University. He obtained his Bachelor of Science degree in History and Naval Science from Oregon State University. His training includes personnel administration, leadership and management, safety and system engineering, and post-graduate programs in systems engineering and project management. His professional history includes both military and civilian positions ranging from instructor to program director, teaching at three different institutions of higher learning in the field of aviation and education. He has obtained a Certified Flight Instructor with Instrument Rating. Jerry is currently an aviation instructor at Central Oregon Community College.

**Michael Hansen
Assistant Professor I of Business**

Michael Hansen received his Master's in Business Administration from California State University at Sacramento. He obtained his Bachelor of Science in Business Administration degree with a concentration in Marketing and a minor in Communication Studies from California State University at Sacramento. His professional experience includes marketing strategy development, graphic design, web development, and marketing content creation. Michael is currently working as a business instructor at Central Oregon Community College teaching a variety of courses as well as writing articles for the Cascade Business News.

**Jeff Wilhite
Assistant Professor I of Manufacturing Technology**

Jeff Wilhite is currently a machine shop manager and instructor at Seattle University in Seattle, Washington. Jeff holds a Bachelor of Applied Science in Machine Tool Technology from Boise State University and an Associates of Arts in Engineering Technology from Northwest Nazarene University in Nampa, Idaho. In addition, Jeff has experience in fixed wing aircraft and helicopter maintenance, woodworking, and foundry work.

**Kristin Dorsey
Assistant Professor I of English**

Kristin Dorsey is currently teaching at Chemeketa Community College and Clark College; she previously taught at the University of Texas in Austin while doing doctoral work in English. Kristin has an MA in English from Portland State University, and an MA in Children's Literature from Simmons College. She has publications and presentations on Children's and Young Adult Literature, and Lewis Carroll, among other writers.

**Jonathan Wolf
Assistant Professor I of Economics**

Jonathan Wolf holds a Master's of Arts degree from Claremont Graduate School. In addition to providing quality instruction at Oregon community colleges, he worked in the telecommunications industry. Within this industry he worked as a senior economist for the Oregon Public Utility Telecommunications Division and product and operations management for large telecommunications companies.

Shannon Waller

Assistant Professor I of Pharmacy Technician Education

Shannon Waller is completing her Master's of Education degree in Special Education from Western Governor's University in Salt Lake City, Utah. Shannon is currently serving as the temporary Director and Faculty Instructor in the Pharmacy Technician program at Central Oregon Community College and has been instructing in the program since Spring, 2010. Shannon has a variety of experiences working as a Pharmacy Technician in both in-patient and out-patient settings, including St. Charles Medical Center and the US Air Force.

Merideth Humphries

Assistant Professor I of Biology

Merideth has a Ph.D. in Biochemistry from the University of Queensland, Australia, an M.S. in Entomology from the University of California, and a B.S. in Zoology from Oregon State University. Since 2008, Merideth has been teaching cell biology, general biology, genetics, and molecular biology courses at The College of Idaho, where she is a Visiting Professor of Biology.

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

Cash and Investments

The Colleges' operating cash balances currently total \$34.2 million. The March average yield for the Local Government Investment Pool remains unchanged at .54 percent.

The 2010 General Obligation Bond proceeds held in cash total \$1.2 million as of the end of March. COCC issued Full Faith & Credit bonds in April and will be reported in the April financials.

General Fund Revenues

Spring term registration opened in March increasing tuition revenues by \$5.8 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 March 31, 2014

College Portfolio	<u>Operating Funds</u>	<u>Bond Funds</u>	<u>Trust/Other Funds</u>
Cash in State Investment Pool			
Pool account 4089	\$32,084,077		
Pool account 5482			\$493,183
Pool account 3624			\$374,053
Pool account 3816		\$919,624	
Pool account 3844		\$326,358	
January Average Yield .54%			
Cash in USNB	\$2,139,022		
Cash in USNB - Bond Funds			
Cash on Hand	\$4,300		
Total Cash	<u>\$34,227,399</u>	<u>\$1,245,981</u>	<u>\$867,236</u>

Central Oregon Community College
Monthly Budget Status
 March 2014

Exhibit 6a
 14-May-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	\$ 11,777,253	\$ (117,747)	99.0%	99.42%
Prior Taxes	790,000	433,205	(356,795)	54.8%	76.26%
Tuition and fees	19,723,000	19,032,539	(690,461)	96.5%	97.20%
State Aid	6,291,000	5,155,426	(1,135,574)	82.0%	70.88%
Interest & Misc. Income	75,000	96,581	21,581	128.8%	104.02%
Transfer-In	1,745,000	1,745,000	-	100.0%	100.00%
Total Revenues	\$ 40,519,000	\$ 38,240,004	\$ (2,278,996)		
Expenses by Function					
Instruction	\$ 18,752,536	\$ 12,817,204	\$ 5,935,332	68.4%	69.58%
Academic Support	2,949,282	1,870,186	1,079,096	63.4%	66.12%
Student Services	4,602,112	3,047,245	1,554,867	66.2%	68.01%
College Support	4,833,106	3,448,512	1,384,594	71.4%	70.25%
Plant Operations and Maintenance	4,302,983	2,691,530	1,611,453	62.6%	62.43%
Information Technology	3,548,862	2,398,234	1,150,628	67.6%	69.44%
Financial Aid	52,897	32,523	20,374	61.5%	49.76%
Contingency	800,000	-	800,000	0.0%	0.00%
Transfers Out	2,674,060	2,667,313	6,748	99.8%	100.00%
Total Expenses	\$ 42,515,838	\$ 28,972,747	\$ 13,543,091		
Revenues Over/(Under) Expenses	\$ (1,996,838)	\$ 9,267,257	\$ 11,264,095		

Central Oregon Community College
Monthly Budget Status
March 2014

Exhibit 6a
14-May-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	\$ 4,101,978	\$ (270,788)	93.8%	95.92%
Expenses	4,488,590	2,244,255	2,244,335	50.0%	51.46%
Revenues Over/(Under) Expenses	\$ (115,824)	\$ 1,857,723	\$ 1,973,547		
Grants and Contracts Fund					
Revenues	\$ 1,917,602	\$ 616,974	\$ (1,300,628)	32.2%	35.24%
Expenses	2,029,866	845,022	1,184,844	41.6%	44.80%
Revenues Over/(Under) Expenses	\$ (112,264)	\$ (228,048)	\$ (115,784)		
Capital Projects Fund					
Revenues	\$ 30,498,168	\$ 2,774,526	\$ (27,723,642)	9.1%	32.13%
Expenses	27,998,138	9,545,943	18,452,195	34.1%	18.29%
Revenues Over/(Under) Expenses	\$ 2,500,030	\$ (6,771,417)	\$ (9,271,447)		
Enterprise Fund					
Revenues	\$ 7,201,733	\$ 3,713,639	\$ (3,488,094)	51.6%	51.40%
Expenses	7,744,533	3,704,576	4,039,957	47.8%	52.64%
Revenues Over/(Under) Expenses	\$ (542,800)	\$ 9,063	\$ 551,863		
Auxiliary Fund					
Revenues	\$ 9,997,435	\$ 7,221,008	\$ (2,776,427)	72.2%	82.65%
Expenses	10,397,527	6,964,946	3,432,581	67.0%	73.28%
Revenues Over/(Under) Expenses	\$ (400,092)	\$ 256,062	\$ 656,154		
Reserve Fund					
Revenues	\$ 11,740	\$ -	\$ (11,740)	0.0%	0.00%
Expenses	480,000	372,911	107,089	77.7%	81.81%
Revenues Over/(Under) Expenses	\$ (468,260)	\$ (372,911)	\$ 95,349		
Financial Aid Fund					
Revenues	\$ 22,672,398	\$ 12,329,317	\$ (10,343,081)	54.4%	59.70%
Expenses	22,697,785	12,219,597	10,478,188	53.8%	60.36%
Revenues Over/(Under) Expenses	\$ (25,387)	\$ 109,720	\$ 135,107		
Internal Service Fund					
Revenues	\$ 389,095	\$ 239,566	\$ (149,529)	61.6%	60.57%
Expenses	410,070	234,719	175,351	57.2%	68.26%
Revenues Over/(Under) Expenses	\$ (20,975)	\$ 4,847	\$ 25,822		
Trust and Agency Fund					
Revenues	\$ 1,900	\$ 1,423	\$ (477)	74.9%	83.46%
Expenses	3,000	1,667	1,333	55.6%	58.35%
Revenues Over/(Under) Expenses	\$ (1,100)	\$ (244)	\$ 856		

Ochoco Remodel – April 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. An updated budget based on the 50% CD's will be available at the May 6th meeting.

Change Order Activity

N/A.

Schedule Status

The schedule will depend heavily on what the overall scope ends up being. If the project proceeds to bidding in May, and Phase 1 is all that is being done, the project will be ready for a December 2014 move in. If the entire project moves ahead in May then a Spring 2015 opening is more likely. A delay in funding approval beyond May will impact these opening dates.

Recent Activity

50% Construction Documents were submitted and are being estimated. Construction Documents proceed and will be complete in the first week in May.

Activity Next Month

100% CD's will be complete. Project will await direction on funding and timing.

Ochoco Remodel – April 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

Information Technology Update – April 2014

Current Projects

The **Redmond Technology Center** is a 34,000 square foot, two-story building under construction on our Redmond Campus and will include 9 classrooms, 3 computer labs, and 4 skills labs. The **A/V Systems Installation** project will provide state-of-the-art audio and video systems as well as recording capability for several of the classrooms in the **Redmond Technology Center**. In addition to office space, the **Vet. Tech.** remodel will provide x-ray and hands-on lab experience for students. The **Ochoco** remodel will provide office space for faculty from both the Humanities and World Languages & Culture Departments. The **Residence Hall** project is an approximately 83,000 square foot, multi-level structure with 80 suites and 330 beds. The **ResNet RFP** will help us to identify a **ResNet Services** partner for the **Residence Hall** project to provide students with Cable TV, Phone and Internet.

Schedule Status

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

Activity in April

The termination of copper POTS lines to connect the **Redmond Technology Center** to the COCC network is complete, allowing for elevator communication. Installation of network cabling to the core and north wing of the **Redmond Technology Center** continues. In addition, the **A/V Systems** installation within the **Redmond Technology Center** continues with the installation of speaker, video and control wire above ceiling in the core and north wings as time and coordination with other trades allows. Design and low-voltage scope for the **Ochoco & Veterinary Technician** remodels are continuing to take shape. Responses for the **ResNet Services RFP** for **Residence Hall** occupants have been received and bidder evaluation is currently taking place. COCC low-voltage standards and expectations are under discussion with the general contractor as the **Residence Hall** project begins. Design review for the **Ochoco & Veterinary Technician** remodels continues.

Information Technology Update – April 2014

Photos – Redmond Technology Center



Infrastructure prior to data installation – *South Wall, MDF*



LCD Display Locations – *Lobby Entrance*

Information Technology Update – April 2014



Cable Tray Installation – *Resource Room 112*

Upcoming Activities – May

CAT6 data installation should be wrapping up in the core and north wings of the **Redmond Technology Center**, allowing us to terminate all 700 connections in the MDF. In addition, the backbone fiber connection from the Redmond Campus should also be complete. The AV Contractor is not scheduled to begin work on the **A/V Systems installation** until the first week of June, but will continue to install speaker, microphone and video control wire within the **Redmond Technology Center** as time and coordination with other trades allows. Design and low-voltage scope for the **Ochoco & Veterinary Technician remodels** are continuing to take shape. The **ResNet Services** RFP Committee hopes to have a recommendation for a service provider before the Board of Directors for the May Board Meeting.

Information Technology Update – April 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

Residence Hall April 2014 Status Report

Scope

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

Budget Status

Project Budget included.

Change Order Activity

None this month.

Schedule Status

The project has begun construction and is on schedule.

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

Activity in April

Awarded Materials Testing and Inspection contract to Carlson Testing.

Awarded commissioning contract to Hugh Cx from Portland.

Site survey work and tree preservation was completed for review with the City of Bend planners on April 8, 2014. Amy Barry, City of Bend Planner, approved of the College's approach to tree preservation.

Grading permit was released in mid-April.

Tree removal and grading began in mid-April.

Contractor has submitted the overall project schedule, which is under review by COCC and Pinnacle Architects.

Received Residential Network provider proposals and the committee is reviewing terms with the proposer prior to a recommendation of award.

Completed Earth Advantage Green Team kickoff meeting on April 29, 2014.

Completed the majority of road and parking lot subgrade.

Activity planned for May

Obtain Public Works and Utilities permit approval.

Obtain phase 1 building permit.

Finalize project schedule and schedule of values.

Complete commissioning kickoff meeting.

Groundbreaking ceremony to occur on May 14, 2014.

Complete parking lot and drive subgrades.

Begin Mount Washington ROW work and waterline work into the project site.

Begin building area subgrade creation and footing excavation.

Recommend ResNet provider for award.

Residence Hall April 2014 Status Report



Residence Hall April 2014 Status Report



Residence Hall April 2014 Status Report

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

Residence Hall April 2014 Status Report

Project Participants

COCC Steering Committee

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

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

Design Consultant

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

Construction Manager General Contractor

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

Mike Levesque, Project Manager
Isaac Smith, Project Engineer

Civil Survey Consultant

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

Geotechnical Engineer

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

Commissioning Agent

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

Testing Agency

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

Redmond Campus Solar Array – April 2014 Update

May 6, 2014

COCC Redmond Campus Solar Array Project Status Report

Prepared by: Gene Zinkgraf

Project Description

COCC has approximately \$816,000.00 in legislatively required 1.5% for Solar Technology obligations, stemming from construction projects which have been completed or are currently in the construction phase. Funds to fully cover the obligation have been budgeted in the various construction projects but unspent to date. COCC has until one year after construction of the final project (the Residence Hall) is completed fulfill its 1.5% Obligation. Completion of the Residence Hall is planned for the summer of 2015 thereby establishing the deadline for completion of the solar array by summer 2016.

Project Actions to Date

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

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

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

One of the sites is located in the Runway Protection Zone (RPZ) for Roberts Field. The second site is located in an area designated on the Roberts Field Master Plan as a future RPZ. The third site is located adjacent to the future RPZ. Due to the sites being in or near the Roberts Field Protection Zones, the College was required to submit Notices of Proposed Construction or Alteration to the FAA for FAA comments on the proposed project sites. While COCC has yet to receive official comments from the FAA, it has been brought to our attention that the FAA has concerns regarding the sites in the current and future RPZ. There does not appear to be a concern on the FAA's part with the site outside the future RPZ.

Project Delivery Options

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

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

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

Redmond Campus Solar Array – April 2014 Update

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

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

Power Purchase Agreement Investigations by the College to date.

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

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

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

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

Next Steps:

Staff would benefit from the guidance of the Real Estate Committee on the option to pursue and any other related topic the Committee deems of interest.

Technology Education Center – April 2014 Update

Scope

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

Budget Status

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

Change Order Activity

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

Schedule Status

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

Recent Activity

Finishes continue in the South, Core and North wings. MEP trades continue to work toward an early May startup and testing period. The contractor is prepping for final finish application for the polished concrete floors. Sitework is progressing toward paving. Most of the curbs have been placed and the hardscape at the East side is complete and the West is being formed up. Landscape proceeds along Airport Way and onsite.

Activity Next Month

Finishes will continue. Equipment startup will begin. Landscape will continue. Sitework will continue. Substantial completion is scheduled for May 30th.

Technology Education Center – April 2014 Update



Main Entrance



NDT/NDI Lab

Technology Education Center – April 2014 Update



North Side Labs



Lower Floor Hallway on South Side

Technology Education Center – April 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

Veterinary Tech Remodel at BAC– April 2014 Update

Scope

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

Budget Status

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

Change Order Activity

N/A.

Schedule Status

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

Recent Activity

The waterline was completed and the partition is with the city for final signatures. Some confusion about the backflow preventer caused the partition to stall in the Engineering Dept. but that has been resolved and the partition will complete in the first week of May. The sale will close soon after. Rough order costs for the AVMA changes were priced and we determined that the overall cost increase was minor (around \$5,000) and by eliminating an alternate the budget can be maintained. SunWest has been contracted to perform the remodel and will proceed within the next month.

Activity Next Month

Finalize partition, complete sale. Possible start of remodel.

Veterinary Tech Remodel at BAC– April 2014 Update

Project Participants

COCC Stakeholder Group

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

Design Team

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

Contractor Group

Kevin Link	-	SunWest Builders
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Handout: 6.C
MAY 14, 2014

Cascades Hall

	Current Balance	Project cost		
Estimated Project Costs		2,000,000		Ending Fund Balance
Source of Funds				Balance
Partnership Fund	1,195,833	1,195,833		-
Higher Ed - Maintenance and Repair	881,999	666,368		215,631
2015/16 Cascades Hall Rent estimate (1)	TBD	TBD		
Rolling current operating costs (2)	134,799	137,799		
Total	2,077,832	1,862,201		

Ochoco Hall

	Current Balance	Project Cost		
		Phase I	Full Project	
Estimated Project Costs		2,044,896	3,968,147	
Source of Funds				
Ochoco Remodel - Bond Fund Allocation	1,893,859	1,893,859	1,893,859	-
Remaining Funds Needed		151,037	2,074,288	

(1) Note: Rental rate to be negotiated

(2) Note: Assumes rolling forward current operating costs charged for Cascades Hall

Potential Source of Funds for Ochoco **Full Project**: Technology Center, Solar, Bookstore, Summer Session, others

Remains uncertain if there will be any deferred maintenance funding coming from 2015-17 Legislative action -- At this point would project "not until 2017-19"

Have possible opportunity to make additional contribution to General Construction fund from End-of-Year assets

b.c

Cascades Hall

	Current Balance	Project cost		
<i>Estimated Project Costs</i>		2,000,000		Ending Fund Balance
<i>Source of Funds</i>				Balance
Partnership Fund	1,195,833	1,195,833		-
Higher Ed - Maintenance and Repair	881,999	666,368		215,631
2015/16 Cascades Hall Rent estimate (1)	TBD	TBD		
Rolling current operating costs (2)	134,799	137,799		
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		Phase I	Full Project	
<i>Estimated Project Costs</i>		2,044,896	3,968,147	
<i>Source of Funds</i>				
Ochoco Remodel - Bond Fund Allocation	1,893,859	1,893,859	1,893,859	-
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Have possible opportunity to make additional contribution to General Construction fund from End-of-Year assets

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

**PRESIDENTIAL SEARCH
PROPOSED TIMELINE - 2014-2015**

Prepared by: Laura Craska-Cooper, Board of Directors Vice-Chair
and Ron Paradis, Director of College Relations

Please see the Attached (7.a Page 2) of the proposed schedule for the upcoming Presidential Search. We will be using the timeline from the previous search as a starting point but, based on the recommendation from ACCT, we are proposing starting the search much earlier. Since we do not need to hire a search consultant or need community input sessions on the presidential profile, we can move through the early parts of the process more quickly.

The search will begin approximately two months earlier than last year. With the holidays coming up, the schedule spreads out a bit - but we will interview and hire about one month earlier than last year's schedule.

Highlights of the schedule:

- | | |
|---|---------------------|
| - Appoint the Presidential Search Advisory Committee: | Either June or July |
| - Board approval of the profile, job description, etc.: | July |
| - Advertising begins: | September 15 |
| - Target date for applicants: | November 3 |
| - Semi-finalist interviews (Skype): | December 4-5 |
| - Board approves finalists: | December 17 |
| - Candidate interviews: | Late January |
| - Formal announcement: | February 11 |

**Central Oregon Community College
Proposed Presidential Search schedule
(May 14, 2014)**

Task	2013-14	2014-15
RFP advertisement for consultant (search firm) released	August 8	NA
Due date for proposal from consultant(s)	August 27	NA
Consultant finalists named	Sept. 11	NA
Board Formally Appoints Advisory Committee	Sept. 11	June 11 or July 9
Consultant interviews	Sept. 18	NA
Advisory Committee meeting	Sept. 20	Week of Sept. 15
Decision on consultant	Sept. 20	NA
Consultant begins work	Sept. 25	Continuous
Consultant works with Board/Advisory Committee, reviews timeline, develops input and recruitment plans	September/ October	July through September
Community input meetings (both on and off campus)	Week of October 7	NA
Advisory Committee - Consultant meeting: Review of DRAFT candidate and institutional profiles	October 10	NA
Board Retreat: Review of DRAFT candidate and institutional profiles	October 11/12	July 9
Board gives final approval for profile, job description, advertisements	October 23	July 9
Recruitment phase	Late October to early January	Late August to late October
Advertising begins	November 25	September 15
Target date for applications	January 7	November 3
Review of candidates begins	January 9	November 5
Advisory Committee meets/chooses semi-finalists	January 17	November 14 to 21
Advisory Committee interviews semi-finalists	January 24	December 4-5
In-depth reference checks done by ACCT	February 10	December 15
Advisory Comm. confirms recommendations	February 11	December 16
Board approves names of finalists	February 12	December 17
Candidate on-campus interviews	Late February	Week of Jan. 19 Week of Jan. 26
Visits to campuses of finalists	Early March	Week of Feb. 2
Formal decision/announcement	March 12	February 11

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

Prepared by: Kevin Kimball, Chief Financial Officer
Lori Willis, Bookstore and Auxiliary Services Director

A. Action Under Consideration

2014-15 Juniper Hall Board Rates

B. Discussion/History

COCC's Board of Directors set the Juniper Hall room and board rates each spring. At the April 9 board meeting, the Board approved a 3% room rate increase for 2014-15. This resolution requests a 4.5% increase in the board rates for 2014-15.

COCC is currently in contract negotiations for a food service provider. In prior contracts, the College received a commission and any profit/loss was borne by the food service provider. With the new contract, the food service provider operates under a management fee contract. The College has liability for any loss but retains all profits from the food service operations. With the new contract, food service operations have been moved to a separate self-support account within the Enterprise Fund.

The College's objective is to make and retain sufficient income to offset dining costs, the food service provider's fee, and provide some funds to maintain and improve the dining facility. With the separate self-support account, any profit or loss generated through the board rates remain in the account and will be used to adjust future board rates. In recommending the proposed board rate increase, the 2013 Portland Consumer Price Index was considered along with the operational cost increases.

Given the significant change in the food services contract, the increase in food costs and the College's objective to cover all food service cost with board revenues, staff recommends a 4.5% increase in the 2014-15 board rates.

C. Options

1. Approve the resolution for 2014-15 board rates with the proposed 4.5% rate increase.
2. Approve the resolution with revised 2014-15 rate increases.
3. Defer action until June.

D. Timing

The Board is being asked to approve a recommendation at this meeting to allow staff to contact prospective students regarding 2014-15 board rates and issue contracts to students now, as well as have accurate information listed in the 2014-15 catalog.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the 4.5% residence board rate increase for the 2014-15 academic year in the amounts shown below in the table.

	2013-14 Rates	2014-15 Proposed	Rate Increase
Fall	\$ 1,364	\$ 1,425	\$ 61
Winter	\$ 1,276	\$ 1,333	\$ 57
Spring	\$ 1,276	\$ 1,333	\$ 57
Total	\$ 3,916	\$ 4,091	\$ 175

F. Budget Impact

2014-15 board rate revenues and expenditures are budgeted and recorded in a separate account in the College's Enterprise Fund. The revenue from the rate increase and the related expenditures are included in the proposed 2014-15 budget.

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Darren McCrea – Technology Project Manager

A. Action Under Consideration

Authorize President Middleton or his designee to enter into a contract Award resulting from solicitation #1449-14 Residential Network (ResNet) Provider Services to Apogee for a contract period of five years. The first year's pricing for ResNet Services will not exceed \$210,000 for internet and phone services for the Residence Hall. An annual percentage increase of 4.85% will be implemented to account for cost of living increases as well as additional demands for bandwidth. Cable TV service will be addressed under a separate contract.

B. Discussion/History

The College issued a formal solicitation for ResNet services. ResNet Services includes internet services to students living in the residence hall as well as wireless, and phone service in common areas. Apogee was the successful bidder to the ResNet services RFP. The services provided will also include a 24/7 support call center for students, a high-speed connection, and the ability for students to connect multiple devices.

C. Options/Analysis

- 1) Accept the proposal and authorize President Middleton or his designee to sign contract #1449-14 ResNet Provider Services with Apogee.
- 2) Not accept the proposal from Apogee and go out for a new solicitation.

D. Timing

Approval at this time will enable the College to award the vendor in time to receive design consulting services on the framework for the ResNet infrastructure sufficiently early in the construction process.

E. Recommendation

Be it resolved that the Board of Directors do hereby accept the bid of Apogee for ResNet Services for a five-year contract with an amount not to \$210,000 for the initial year, and direct that a contract be executed. *exceed*

F. Budget Impact

The monthly expenses associated with this contract fall within the internet and phone budget developed as part of the housing pro forma.

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

On-Campus Housing – Summer Term Student Housing

Prepared by: Alicia Moore, Dean of Student & Enrollment Services
Gordon Price, Director of Student Life
Paul Wheeler, Housing Coordinator

A. Discussion/History

COCC has traditionally not provided student housing during the summer quarter due to lack of student demand and availability of various student support services. However, demand for summer term student housing has increased during the last two years culminating in a manageable number of requests for this summer 2014. As the College has grown and various support services expanded, staff now believe a summer student-housing program is manageable and financially feasible.

If the Board approves the housing rates below, staff will implement the following summer housing structure:

- Limit housing availability to 24 students (consolidates students to specific areas of the facility and minimizes overlap with currently contracted summer conference groups).
- Students either must have live in Juniper Residence Hall the previous academic year or has a contract on file to do so in the coming year.
- No formal meal plan will be required, although students may participate in current meal plan offerings as provided by COCC's food service provider.
- Students must be registered in a minimum of eight credits at beginning of term; no less than six credits during the term.
- COCC will hire two or three existing resident assistants ("RA's"; actual number to be based on the number of contracted summer students).
- All other housing policies and procedures will remain the same as during the academic year.

B. Proposal

As with standard academic year fees, the COCC Board of Directors has the responsibility for setting student room fees. Based on limited services, COCC staff recommend that students be assessed \$1,300 for summer quarter (\$130 per week for 10 weeks) for the summer 2014 Juniper Hall room rate.

C. Timing

Action is requested at the May Board meeting so that staff may develop necessary application and contracts and communicate to interested students.

81c

D. Recommendation

Be it resolved that the COCC Board of Directors approves the \$1,300 Juniper Hall room rate charge for summer term.

E. Budget Impact

Staff will structure the expenses associated with summer term occupancy so that it operates on a cost recovery basis, noting that depending on the number of summer students, it may generate additional revenue in support of housing operations.

11.a
May 14, 2014

Mr. Bruce Abernethy
Chair, Board of Directors
Central Oregon Community College
Boyle Education Center
2600 NW College Way
Bend, Oregon 97701

May 12, 2014

Dear Mr. Abernethy,

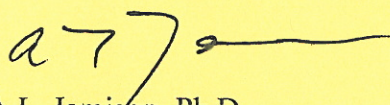
It is with regret that I tender this letter of resignation from the Budget Committee of the Central Oregon Community College, effective June 6, 2014.

As a recent retiree to Central Oregon, I was looking forward to joining my newly found friends, colleagues and neighbors in improving the access to, and quality experiences of, students at COCC.

Unfortunately, due to developing medical issues, the level of energy and time available to me now precludes my contributing productively.

Thank you for the opportunity to contribute to the activities of the Budget Committee during my brief tenure.

Sincerely,



A.L. Jamison, Ph.D.
5425 SW Loma Linda Dr.
Redmond, OR 97756
509-432-3288