



CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, May 8, 2013 – 7:00 PM
Christiansen Board Room, Boyle Education

| TIME** | ITEM | ENC.* | ACTION | PRESENTER |
|---------|---|--|---------------------------------------|---|
| 7:00 pm | I. Call to Order | | | Reeder |
| 7:00 pm | II. Introduction of Guests | | | Reeder |
| 7:05 pm | III. Agenda Changes | | | |
| 7:05 pm | IV. Public Hearing and Testimony A. | | | |
| 7:10 pm | V. Consent Agenda*** A. Minutes 1. Regular Meeting-April 10, 2013 B. Personnel 1. New Hire Report (April 2013) 2. Approval of Contract (Alberghetti) C. Rehire: Admin./Confid. Supervisory D. Approve ABS Collective Bargaining Agreement E. | 5.a1 5.b1 5.b2 5.c 5.d | X X X X X | Smith Buckles ^A Buckles ^A Buckles ^A Buckles ^A |
| 7:12 pm | VI. Information Items A. Financial Statements B. Construction Projects – Update C. Student Success | 6.a 6.b | | Bloyer ^A McCoy ^A Moore/Metcalf ^P |
| 7:35 pm | VII. Old Business A. <u>1st Reading</u> : Strategic Planning-Proposed B. Student Housing Update | 7.a | X | McCoy/Pierce ^P Middleton ^P |
| 7:50pm | VIII. New Business A. Designated State Health Program - Intergovernmental Agreement | 8.a | X | Kimball ^P |
| 8:00 pm | IX. Board of Directors' Operations A. Board Member Activities | | | |
| 8:10 pm | X. President's Report A. Updates | | | Middleton ^P |
| | XI. Dates A. Friday, May 17 @ 5:00pm – Faculty Convocation–Health Careers Bldg./Elevation B. Wednesday, June 12 @ 6:00pm - Board of Directors Meeting – Boyle/BrdRm C. Saturday, June 15 @ 10:00am - COCC Commencement – Mazama Field | | | |
| 8:25 pm | XII. Adjourn | | | |

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

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

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

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



Central Oregon Community College
Board of Directors' Meeting
MINUTES
Wednesday, April 10, 2013- 7:30pm
Christiansen Board Room
Boyle Education Center

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

ABSENT: Anthony Dorsch

EXECUTIVE SESSION: ORS 192.660 (1)(D) Labor Negotiations
7:35pm - Adjourn to Executive Session
7:40pm - Adjourn Executive Session
7:43pm - Re-Convene Regular Board of Directors' Meeting

INTRODUCTION OF GUESTS: Matt McCoy, Shirley Metcalf, Kevin Kimball, Alicia Moore, Ron Paradis, David Dona, Michael Fisher, Lisa Bloyer, Eric Buckles, Jennifer Newby, Kathy Smith-Faculty Forum President, Joe Viola, Dan Cecchini, Adele McAfee and Mr. McAfee-patrons of the district and others.

AGENDA CHANGES: Delete: Exh. 10.a-Culinary Parking Lot Expansion; Add: Exh. 10.i-Brd Endorsement of Culver School Bond; Move Up: to just before Consent Agenda-New Business Exh. 10.b & 10.c Faculty Forum Collective Bargaining and Classified Assn. Labor Agreements.

Faculty Forum Collective Bargaining Agreement (Exhibit: 10.b)

Mr. Bruce Abernethy moved to approve the Collective Bargaining Agreement between the COCC Board of Directors and the COCC Faculty Forum as negotiated. Ms. Vikki Ricks seconded. MCU. Approved. M04:13/1

Classified Association Labor Agreement (Exhibit: 10.c)

Mr. Charley Miller moved to approve the COCC/Classified Association terms of the labor agreement for 2013-14 as negotiated. Ms. Laura Craska-Cooper seconded. MCU. Approved. M04:13/2

President Middleton expressed his appreciation for the hard work and the good collaboration that went into the negotiations of the bargaining agreements.

Chair Reeder-on behalf of the Board of Directors' thanked President Middleton and Eric Buckles-Director of Human Resources for their good work in the negotiations process.

PUBLIC HEARING & TESTIMONY: None

CONSENT AGENDA:

Mr. David Ford moved to approve the Consent Agenda. Mr. Bruce Abernethy seconded. MCU. Approved. M04/13:3

BE IT RESOLVED that the Board of Directors' approved the Regular Meeting Minutes of March 13, 2013 (Exhibits: 6.a1);

BE IT RESOLVED that the Board of Directors' reviewed and approved the March 2013 New Hire Report (Exhibit: 6.b1);

BE IT RESOLVED that the Board of Directors' approved the employment contract for Sally Sorenson-Director of Human Resources (Exhibits: 6.c);

BE IT RESOLVED that the Board of Directors' approved the employment contract for Kalea Allen-CASE Career Coach-Part Time (Exhibit: 6.c1).

LOCAL PUBLIC CONTRACT REVIEW BOARD

Adjourn as COCC Board of Directors Meeting
Convene as Local Public Contract Review Board

Procurement Rule Changes (Exhibits: 7.a, 7.a1 & 7.a2)

Ms. Julie Mosier-Purchasing Coordinator reviewed that each time the state of Oregon's Attorney General's office reviews and, if appropriate, amends the CCRP model rules, it is required for each local agency that has adopted a set of CCRP model rules to review their own rules and determine if those rules are still applicable and correlate with the A/G model rules.

Acceptance of the proposed changes to the COCC Rules of Procurement are intended to keep the College in agreement with the Participating Oregon Community Colleges (POCC) annual revision of the Rules of Procurement as amended by the POCC and the Oregon Revised Statutes and Oregon Administrative Rules.

Mr. David Ford moved to approve the recommended changes to the Community College Rules of Procurement CCRP. Mr. Bruce Abernethy seconded. MCU. Approved. M4/13:4

Adjourn as Local Public Contract Review Board
Re-Convene as COCC Board of Directors Meeting

INFORMATION ITEMS:

Financial Statements – (Exhibit: 8.a)

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

Construction Projects – Update (Exhibit: 8.b)

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

Legislative Update

President Middleton gave a PowerPoint presentation reviewing the Higher Ed. Governance chart, with the OEIB-Oregon Education Investment Board heading the list.

OLD BUSINESS:

Tuition & Fees Rates (Exhibits: 9.a & 9.a1)

Kevin Kimball-Chief Financial Officer reviewed that for the 2012-13 academic year – COCC was the third lowest combined in-district tuition and fee rates of all the Oregon community colleges. Tuition and fee revenues are a major component of the College's resources as they comprise approximately 50% of the College's total general fund revenues for the budget. The increase of \$5 per credit tuition and \$.50 per credit technology fee revenues in the 2013-14 budget provides funding for continued service levels - the additional services are included in the 2013-14 budget. The additional services include increased educational opportunities, instructional staff, student and support services, information technology services and costs, and facility operating costs.

Ms. Laura Craska-Cooper moved to approve the Tuition and Fee rates as described in (Exhibit: 9.a). Ms. Vikki Ricks seconded. MCU. Approved. M04/13:5

NEW BUSINESS:

Technology Center Bid Award (Exhibit: 10.d)

Mr. Matt McCoy-Vice President for Administration reviewed that the Redmond Technology Education Center will house technology centered programs including the Center for Entrepreneurial Excellence and Development, Anon-Destructive Testing and Inspection, Digital Arts and Media, and Flexible Technology. The building is designed to be flexible and accommodate additional technology programs as they evolve.

Five bids were received for the project – the lowest responsive base bid was from Kirby Nagelhout Construction of Bend, Oregon.

Mr. David Ford moved to accept the bid of Kirby Nagelhout Construction for \$8,268,000. for the Redmond Technology Education Center project and direct that a contract be executed. Mr. Bruce Abernethy seconded. MCU. Approved. M04/13:6

Grandview Renovation Bid Award (Exhibit: 10.e)

Mr. Matt McCoy reviewed that the Grandview Hall renovation Phase II will provide offices for the Math department; remodeled bathrooms for the building; upgrades to classrooms, the lobby and the replacement of the multi-zone air handling unit.

Four bids were received with the bid award going to Sunwest Builders for \$693,173.

Mr. David Ford moved to accept the bid of Sunwest Builders for \$693,173. for the Grandview Hall Renovation Phase II project and direct that a contract be executed provided no protest is filed and deemed valid during the seven day protest period and the determination of responsibility is successful. Ms. Laura Craska-Cooper seconded. Abstain: Charley Miller-due to potential conflict of interest MC. Approved. M04/13:7

Juniper Residence Hall-Board & Room Rates (Exhibit: 10.f)

COCC's Board of Directors set the Juniper Hall room and board rates each spring. In recommending COCC's proposed rates, the staff reviews rates at other Oregon institutions and operational increases (salaries, insurance and utilities). Staff recommends a 2% increase for the 2013-14 room rates.

Mr. Bruce Abernethy moved to increase the residence hall room rates 2.8% and adopt a 4.4% increase for residence hall board rates for an overall 3.5% increase of Room and Board rates for the 2013-14 academic year. Ms. Vikki Ricks seconded. MCU. Approved. M04/13:8

Board Member Proposal – Endorsements of Bend-La Pine Regional K-12 Facility Bonds; Crook County School Bond and Culver School District Bond (Exhibits: 10.g, 10.h, 10.i)

Mr. David Ford moved to approve the endorsements of school bonds for Bend-La Pine, Crook County Schools and Culver School District (Exhibit: 10.g, 10.h & 10.i). Mr. Bruce Abernethy seconded. MCU. Approved. M04/13:9

BOARD OF DIRECTORS' OPERATIONS:

Board Member Activities

| | |
|---------------|--|
| Mr. Abernethy | Chamber Real Estate Forecast Breakfast Working on two Culture of Higher Ed. "Teach Oregon" projects Working on two Grants COCC is involved with |
| Ms. Ricks | Met w/Matt McCoy for orientation on policy governance Met w/La Pine High School Counselors regarding COCC Met w/Bend-La Pine Parks and Rec Center regarding COCC |
| Mr. Ford | Chamber – Town Hall re: School Bond 911 Levy Chamber Real Estate Forecast Breakfast Met w/Matt McCoy and others re: COCC Mt. Washington property Met w/City of Bend staff re: COCC Mt. Washington property Filed for Candidacy for Board Position- Zone 4 Phone Call w/President Middleton re: Redmond Tech Center Bids Lunch w/Bruce Abernethy, Charley Miller and Dana Bratton re: COCC business Attended City Club - with guest speaker - Congressman Ron Wyden Real Estate Committee Meeting Enrolled and attended COCC Community Learning Class Spoke w/past COCC student re: new residence hall Met w/The Bulletin Editorial Board re: Board Member Candidacy |
| Mr. Miller | Real Estate Committee Meeting Endorsed with signature the "Oregon Idea" letter going to the joint Ways & Means Legislative Committee Enrolled and attended COCC Community Learning Class |

Ms. Craska-Cooper Real Estate Committee Meeting
Chamber Real Estate Forecast Breakfast
Reviewed final draft of the Institutional Sustainability Report
Teaching COCC Community Ed. Class

Mr. Reeder Land-Use Discussion
Agenda Review w/President Middleton

PRESIDENT'S REPORT:

Spring Enrollment Report

President Middleton reported that enrollment number totals are down 1%.

Misc.

President Middleton reported that the Bend City Council approved the road requirements code amendment.

Culinary

Thor Erickson, chef instructor at Cascades Culinary Institute at COCC was named Cooking Teacher of the Year at the International Association of Culinary Professionals' 35th Annual Conference on April 9 in San Francisco.

Suzann Fillmore has a fellowship as a sous chef at COCC's Cascade Culinary Institute. A top student at the CCI earning an associate degree in culinary arts. As a "fellow" at the culinary Elevation Restaurant, she is learning how to incorporate sustainable food practices and focusing on upper-level culinary skills while learning to run a restaurant.

8:50pm - ADJOURN

APPROVED;

ATTEST TO;

Mr. Donald Reeder, Board Chair

Dr. James E. Middleton, President

Central Oregon Community College
Board of Directors
NEW HIRE REPORT – April 2013

| <u>Name</u> | <u>Date Hired</u> | <u>Location</u> | <u>Job Title</u> |
|-----------------------------|-------------------|-----------------|-----------------------|
| Classified Part-Time | | | |
| Mireles, Steven | 4/22/2013 | Bend | ADA Transport/Grounds |
| Part-Time Faculty | | | |
| Buer, Koll | 4/1/2013 | Bend | Part-Time Faculty |
| Butler, Kelly | 4/2/2013 | Bend | Part-Time Faculty |
| Freeman, David | 4/1/2013 | Bend | Part-Time Faculty |
| Harwell, Kenneth | 4/1/2013 | Bend | Part-Time Faculty |
| Porter, James | 4/3/2013 | Bend | Part-Time Faculty |
| Quach-Miller, Tran | 4/1/2013 | Bend | Dental Director |
| Stam, Thomas | 4/1/2013 | Bend | Part-Time Faculty |
| Wachs, Brian | 4/2/2013 | Bend | Part-Time Faculty |
| Welch, William | 4/2/2013 | Bend | Part-Time Faculty |
| Whitacre, Karen | 4/4/2013 | Bend | Part-Time Faculty |

Exhibit: 5.b2
May 8, 2013
Approved: Yes ___ No ___
Motion:

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve the contract for **Dan Alberghetti**

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B. Discussion/History

The Assistant Professor II of Computer and Information Systems contract for Dan Alberghetti is a replacement position.

C. Options/Analysis

Approve the contract for Dan Alberghetti

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Decline approval of the contract for Dan Alberghetti

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D. Timing

For the 2013-14 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approve the contract of Dan Alberghetti 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

Dan Alberghetti

Assistant Professor II of Computer and Information Systems

Mr. Alberghetti holds a Master's of Fine Arts from California State University, Long Beach and a Bachelor's of Fine Arts from University of California Los Angeles. Since 2003, he has worked as a Computer Network Administrator and Security Instructor for the College of Arts and Sciences in Sheridan, WY. In addition to his work at the College, he is a Cisco Academy Curriculum and Media Developer.

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles, Director of Human Resources

A. Action Under Consideration

A request for approval to rehire administrative, confidential and supervisory staff on the appropriate renewal documents for 2013-2014.

B. Discussion/History

Annual employment contracts are issued to administrative, confidential and supervisory employees in June of each year for the following fiscal year. The conditions for the issuance of all such employment contracts, which include satisfactory performance, are contained in the Board-approved *Handbook for Exempt, Confidential and Supervisory Employees*. A list of administrative, confidential and supervisory employees for rehire is attached

One-Year contracts include the following:

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

Three-Year Contract requirements:

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

C. Options/Analysis

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

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

D. Recommendation

Be It Resolved that the Board of Directors of Central Oregon Community College does hereby approve the rehire recommendations for administrative, confidential and supervisory staff for the 2013-2014 fiscal year.

E. Budget Impact

Funds for administration, confidential and supervisory salaries are contained in the approved 2013-2014 budget.

Approval to Rehire Administrative, Confidential and Supervisory Staff for 2013-2014

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

Temporary

| | |
|----------------------|---|
| Allen, Kalea | CASE Career Coach (Part Time) |
| Bauman, Tucker | Welding Program Coordinator DRCI |
| Bernard, Megan | Juniper Residential Hall Director |
| Brecke, Richard | Construction Project Manager |
| Bruce, Tanya | Grants Coordinator |
| Curley, Steve | Interim Director of Small Business Development Center |
| Hayes, Rick | Construction Project Manager |
| Manriquez, Stephanie | LMT Program Director |
| McCrea, Darren | Bond Technology Project Manager |
| Sitts, Floy | GED Chief Examiner |
| Yeager, Cody | Director-Corrections Education DRCI |

Probationary

| | |
|---------------------|---|
| Armour, John | Curriculum and Workforce Data Coordinator |
| Beaulieu, Mike | Campus Services Operations Supervisor |
| Bellusci, Sharon | Student Services Technology Coordinator |
| Bennett, James | Security Coordinator |
| Boehme, Laura | Assistant Director ITS / Infrastructure |
| Boone, Aaron | ITS Systems Administrator |
| Capozzola, Dianne | Assistant Director of Human Resources |
| Cervantes, Willan | Latino College Preparation Program Coord |
| Chavez, John | Academic Advisor |
| DeBraal, Wade | Assistant Network Administrator |
| DeSilva, Michelle | Emerging Technologies Librarian |
| Elliott, Seth | Campus Public Safety Supervisor |
| Elsberry, Shawna | Director of Student Retention |
| Fisher, Michael | Instructional Dean |
| Floyd, Jeff | Sr, Network Administrator |
| Ford, Courtney | Director of Admissions and Registrar |
| Fritz, Gene | Director of Culinary Arts, Head Chef |
| Frost, Jason | Assist Dir. of Admissions and Records – Curriculum and Technology |
| Gunnell, Christa | HR Employment Supervisor |
| Hayes, Tyler | Financial Aid Advisor |
| Jones, Drew | Admissions Coordinator |
| Jordan, Bonnie | Academic Advisor |
| Kristensen, Suzanne | Prineville COCC Campus Administrator |
| Lim, Leslie | Tutoring Coordinator, Writing Center |
| Metcalf, Aimee | Assistant Director of College Relations |
| Metcalf, Shirley | Extended Learning Dean |
| Mills, Chris | Student Module Manager / Analyst |

Neubauer, Susie Adult Basic Skills Distance Education Coordinator

Probationary Continued . . .

| | |
|------------------------|--|
| Newby, Jennifer | Instructional Dean |
| Nichols, Brittany | Development Officer - Foundation |
| Niswonger, Paul | Linux Systems / Oracle DBA |
| Pantenburg, Leon | Student Newspaper Advisor |
| Peterson, Michael | Informational Security Administrator |
| Podell, Keri | Academic Advisor |
| Redgrave, Christopher | Director of Manufacturing Program |
| Ricketts, Gina | Native American Program Coordinator |
| Rogers, Barry | Senior Web Developer |
| Roy, Lynn | MIS Business Systems Programmer |
| Sandoval, Evelia | Latino Student Program Coordinator |
| Schulz, Gerald (Jerry) | Director of Continuing Education |
| Snead, Courtney | Madras COCC Campus Administrator |
| Sorenson, Sally | Director of Human Resources |
| Sphatt, Nick | Director of EMS & Structural Fire |
| Sylwester, Breana | Assistant Director, Financial Aid |
| Towne, Silas | Supervisor, Science Lab Techs & Tutors |
| Waller, Shannon | PT Director / Instructor for Pharmacy Technician Program |
| Wright, Beth | Placement Test Coordinator |

Regular

| | |
|-------------------|--|
| Andresen, Sharla | Financial and Contracts Analyst |
| Barry, Seana | Assistant Director - Admissions & Records |
| Beyer, Pamela | Financial Aid Technical Specialist |
| Bowling, Michael | Institutional Systems Analyst |
| Cagney, Patricia | CAP Center Academic Advisor |
| Cecchini, Daniel | Director of Information Technology |
| Coil, Carrie | Foundation Accountant |
| Darwin, Julian | Culinary Program Manager |
| Dickman, Diana | Academic Advisor/Allied Health |
| Dona, David | Associate CFO |
| Donnell, Scott | Web Designer |
| Douglass, William | Director Club Sport, Intramural Recreation |
| Dula, Tracy | Coordinator of Career Services |
| Egertson, Chris | Research Analyst |
| Hagan, Deborah | Director of Secondary Programs |
| Hagenbach, David | Sign Language Interpreter |
| Holder, Thurman | Academic Advisor, CAP Center |
| Jeffreys, Cynthia | Systems Integrator |
| Jumper, Nancy | Community Learning Program Manager |
| Kimball, Kevin | Chief Financial Officer |
| Klett, Barbara | Instructional Technology Coordinator |
| Knox, Rachel | Community Learning Program Manager |
| Lantis, Glenda | Community Learning Program Manager |
| Matsumura, Jessie | Applications Analyst/Programmer |

Mosier, Julie Purchasing Coordinator

Regular Continued . . .

| | |
|-------------------|---|
| Multop, Kevin | Director of Student Financial Aid |
| Ortiz, Lori | Payroll Specialist |
| Pederson, Jeffrey | Systems Administrator |
| Pierce, Brynn | Director of Institutional Effectiveness |
| Price, Gordon | Director of Student/Campus Life |
| Richards, Jeff | Engineering Systems Coordinator |
| Roth, Karen | Director of Multicultural Activities |
| Sea, Edward | Assistant Director, ITS / MIS |
| Smith, Kellie | Tutoring and Testing Center Director |
| Stennett, Paul | Community Learning Program Manager |
| Underdal, Taran | Student Activities Coordinator |
| Viola, Joe | Director of Campus Services |
| Walker, Anne | Disability Services Coordinator |
| Wheeler, Paul | Student Housing Coordinator |
| Wilcox, Jim | Business Counselor |

Currently on 3-Year Contracts

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

Confidential/Supervisory

| | |
|-------------------|--|
| Hoffman, John | Maintenance Supervisor-Buildings |
| McCoy, Chris | Custodial Supervisor – Nights |
| Newcombe, Stephen | Administrative Assistant - VPI |
| Smith, Julie | Executive Secretary – President and Board of Directors |
| Peters, Jennifer | Administrative Assistant 2 – VP for Administration |

**Central Oregon Community College
Board of Directors**

**RESOLUTION:
2013-14 Adult Basic Skills Collective Bargaining Agreement**

Prepared by: Eric Buckles, Director of Human Resources

A. Action Under Consideration

Approval of the COCC/Adult Basic Skills (ABS) Collective Bargaining Agreement

B. Discussion/History

The current COCC/ABS Collective Bargaining Agreement economic terms (salary and benefits contribution) expire June 30, 2013. All other terms of the agreement are in place until June 30, 2014. In March 2013, representatives of the College and ABS/OSEA Chapter 700 discussed the proposed terms of an economic settlement. A tentative agreement was reached without formal meetings.

Board of Directors' guidance on economic issues was provided prior to and during the negotiations process.

C. Options/Analysis

1. Approve the COCC/ABS Collective Bargaining Agreement as negotiated.
2. Decline approval of the COCC/ABS Collective Bargaining Agreement as negotiated.

D. Timing

The terms of the agreement are for July 1, 2013 through June 30, 2014. With the ratification of the agreement by the ABS membership, the College seeks Board approval prior for implementation.

E. Recommendation

Approve the agreement as negotiated.

F. Budget Impact

Sufficient funds are provided in the 2013-14 budget to accommodate the tentative increase in salaries and health care contribution.

Central Oregon Community College
Monthly Budget Status

Highlights of March 2013 Financial Statements

Cash and Investments

The Colleges' operating cash balances currently total \$32.8 million. The March average yield for the Local Government Investment Pool dropped from .60 percent to .55 percent.

The bond proceeds held in cash total \$8.2 million as of the end of March.

General Fund Revenues

March is the start of spring term registration, and tuition revenues increased by \$5.6 million over the prior month. All transfers have been posted for the year including \$300,000 from the PERS reserve account.

General Fund Expenses

The year to date expenses include the approved 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, 2013

| College Portfolio | <u>Operating Funds</u> | <u>Bond Funds</u> | <u>Trust/Other Funds</u> |
|--------------------------------------|----------------------------|-----------------------|------------------------------|
| Cash in State Investment Pool | | | |
| Pool account 4089 | \$31,434,978.64 | | |
| Pool account 5482 | | | \$344,514.29 |
| Pool account 3624 | | | \$378,822.64 |
| Pool account 3816 | | \$8,138,688.45 | |
| Pool account 3844 | | \$67,894.68 | |
| March Average Yield .55% | | | |
| Cash in USNB | \$1,440,920.11 | | |
| Cash in USNB - Bond Funds | | \$0.00 | |
| Cash on Hand | \$4,300.00 | | |
| Total Cash | <u>\$32,880,198.75</u> | <u>\$8,206,583.13</u> | <u>\$723,336.93</u> |

Central Oregon Community College
Monthly Budget Status
March 2013

Exhibit 6a
08-May-13

| <u>General Fund</u> | <u>Adjusted 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 | \$ 11,246,000 | \$ 11,180,592 | \$ (65,408) | 99.42% | 100.25% |
| Prior Taxes | 873,000 | 665,745 | (207,255) | 76.26% | 62.21% |
| Tuition and fees | 19,736,000 | 19,182,959 | (553,041) | 97.20% | 97.37% |
| State Aid | 5,001,000 | 3,544,831 | (1,456,169) | 70.88% | 70.72% |
| Grants & Contracts | 86,000 | 51,338 | (34,662) | 59.70% | N/A |
| Interest & Misc. Income | 49,000 | 50,971 | 1,971 | 104.02% | 1204.01% |
| Transfer-In | 1,720,000 | 1,720,000 | - | 100.00% | 100.00% |
| Total Revenues | \$ 38,711,000 | \$ 36,396,436 | \$ (2,314,564) | | |
| Expenses by Function | | | | | |
| Instruction | \$ 17,550,715 | \$ 12,211,577 | \$ 5,339,138 | 69.58% | 67.55% |
| Academic Support | 2,872,120 | 1,899,101 | 973,019 | 66.12% | 62.82% |
| Student Services | 4,232,422 | 2,878,465 | 1,353,957 | 68.01% | 65.63% |
| College Support | 4,600,019 | 3,231,705 | 1,368,314 | 70.25% | 71.94% |
| Plant Operations and Maintenance | 4,098,218 | 2,558,464 | 1,539,754 | 62.43% | 67.33% |
| Information Technology | 3,187,700 | 2,213,588 | 974,112 | 69.44% | 73.07% |
| Financial Aid | 52,897 | 26,322 | 26,575 | 49.76% | 10.59% |
| Contingency | 800,000 | - | 800,000 | 0.00% | 0.00% |
| Transfers Out | 3,055,683 | 3,055,683 | - | 100.00% | 91.33% |
| Total Expenses | \$ 40,449,774 | \$ 28,074,905 | \$ 12,374,869 | | |
| Revenues Over/(Under) Expenses | \$ (1,738,774) | \$ 8,321,531 | \$ 10,060,305 | | |

Central Oregon Community College
Monthly Budget Status
March 2013

Exhibit 6a
8-May-13

| <u>Other funds:</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> |
|---------------------------------------|---------------------------|----------------------------------|---|---|---|
| Debt Service Fund | | | | | |
| Revenues | \$ 4,289,429 | \$ 4,114,446 | \$ (174,983) | 95.92% | 93.68% |
| Expenses | 4,289,358 | 2,207,209 | 2,082,149 | 51.46% | 53.04% |
| Revenues Over/(Under) Expenses | \$ 71 | \$ 1,907,237 | \$ 1,907,166 | | |
| Grants and Contracts Fund | | | | | |
| Revenues | \$ 1,983,640 | \$ 698,949 | \$ (1,284,691) | 35.24% | 14.82% |
| Expenses | 2,093,600 | 937,914 | 1,155,686 | 44.80% | 17.17% |
| Revenues Over/(Under) Expenses | \$ (109,960) | \$ (238,965) | \$ (129,005) | | |
| Capital Projects Fund | | | | | |
| Revenues | \$ 10,508,677 | \$ 3,376,185 | \$ (7,132,492) | 32.13% | 64.27% |
| Expenses | 27,633,820 | 5,054,791 | 22,579,029 | 18.29% | 57.64% |
| Revenues Over/(Under) Expenses | \$ (17,125,143) | \$ (1,678,606) | \$ 15,446,537 | | |
| Enterprise Fund | | | | | |
| Revenues | \$ 7,204,787 | \$ 3,703,288 | \$ (3,501,499) | 51.40% | 57.73% |
| Expenses | 7,986,819 | 4,204,654 | 3,782,165 | 52.64% | 58.27% |
| Revenues Over/(Under) Expenses | \$ (782,032) | \$ (501,366) | \$ 280,666 | | |
| Auxiliary Fund | | | | | |
| Revenues | \$ 9,064,223 | \$ 7,491,939 | \$ (1,572,284) | 82.65% | 78.42% |
| Expenses | 9,745,764 | 7,141,713 | 2,604,051 | 73.28% | 68.47% |
| Revenues Over/(Under) Expenses | \$ (681,541) | \$ 350,226 | \$ 1,031,767 | | |
| Reserve Fund | | | | | |
| Revenues | \$ 12,739 | \$ - | \$ (12,739) | 0.00% | 0.00% |
| Expenses | 480,000 | 392,673 | 87,327 | 81.81% | 76.94% |
| Revenues Over/(Under) Expenses | \$ (467,261) | \$ (392,673) | \$ 74,588 | | |
| Financial Aid Fund | | | | | |
| Revenues | \$ 22,561,313 | \$ 13,469,106 | \$ (9,092,207) | 59.70% | 71.01% |
| Expenses | 22,605,568 | 13,645,002 | 8,960,566 | 60.36% | 70.72% |
| Revenues Over/(Under) Expenses | \$ (44,255) | \$ (175,896) | \$ (131,641) | | |
| Internal Service Fund | | | | | |
| Revenues | \$ 398,715 | \$ 241,494 | \$ (157,221) | 60.57% | 56.14% |
| Expenses | 573,990 | 391,781 | 182,209 | 68.26% | 47.19% |
| Revenues Over/(Under) Expenses | \$ (175,275) | \$ (150,287) | \$ 24,988 | | |
| Trust and Agency Fund | | | | | |
| Revenues | \$ 1,886 | \$ 1,574 | \$ (312) | 83.46% | 71.42% |
| Expenses | 7,500 | 4,376 | 3,124 | 58.35% | 63.89% |
| Revenues Over/(Under) Expenses | \$ (5,614) | \$ (2,802) | \$ 2,812 | | |

Information Technology Update – April 2013

Current Projects

Both the **Grandview** remodel and the **Redmond Technology Center** projects kicked off during the last week off April. The **Grandview** remodel will include a large SMART Lab classroom located in the former North and South Sisters rooms. This remodel also includes a bullpen, Adjunct Office and 14 new faculty offices for the Math Department. The **Redmond Technology Center** will be a new 34,000 square foot, two-story building on our Redmond Campus and will house 9 classrooms, 3 computer labs, 4 skills labs and several conference rooms. In addition, we are currently in the Design phase for the **Audio-Visual Installation** within the **Redmond Technology Center** and plan to issue an RFP for this work later in the year.

Schedule Status

Redmond Building One is complete. Both the **Redmond Technology Center** and **Grandview** remodel are on schedule at this time.

Activity in April

The COCC IT Department has completed all priority punch list items for the **Redmond Building One remodel** and will address several minor changes between the Spring and Summer terms. We have been reviewing final construction documents for the **Redmond Technology Center**. We are also continuing to review and revise **A/V design** for the **Redmond Technology Center** and have prequalified four A/V contractors for this project. In addition, we have started disconnecting older, obsolete data and phone cable and removing wireless access points in **Grandview** in anticipation of demolition beginning the first week of May.

Information Technology Update – April 2013

Photos – Redmond Building One



North Sisters – *Grandview*



South Sisters – *Grandview*

Information Technology Update – April 2013

Photos – Redmond Building One



Construction Site from Vault – Redmond Technology Center

Upcoming Activities – May

We will be working with the contractors to provide support; reviewing RFI's and submittals to ensure that both the **Grandview** remodel and the **Redmond Technology Center** projects are completed on time.

Information Technology Update – April 2013

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

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

COCC IT Project Manager - Darren McCrea, 541-383-7741, email: dmccrea@cocc.edu

General Contractor, Grandview Remodel

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

General Contractor, Redmond Technology Center

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

Grandview Renovation Project

April 2013 Status Report

Scope

Renovate Grandview to consolidate the Math Department to one location. Provide SMART math lab space in proximity to Math Department offices.

Budget Status

Total project budget is not to exceed \$1,313,577. Project Bid under estimated costs and is now within \$13,577 of the original budget.

Change Order Activity

None.

Schedule Status

| | |
|------------------------------|---------------------------|
| Construction | April 2013 to August 2013 |
| Multizone replacement | August 24 to September 15 |
| Move in | September 2013 |

Activity in April

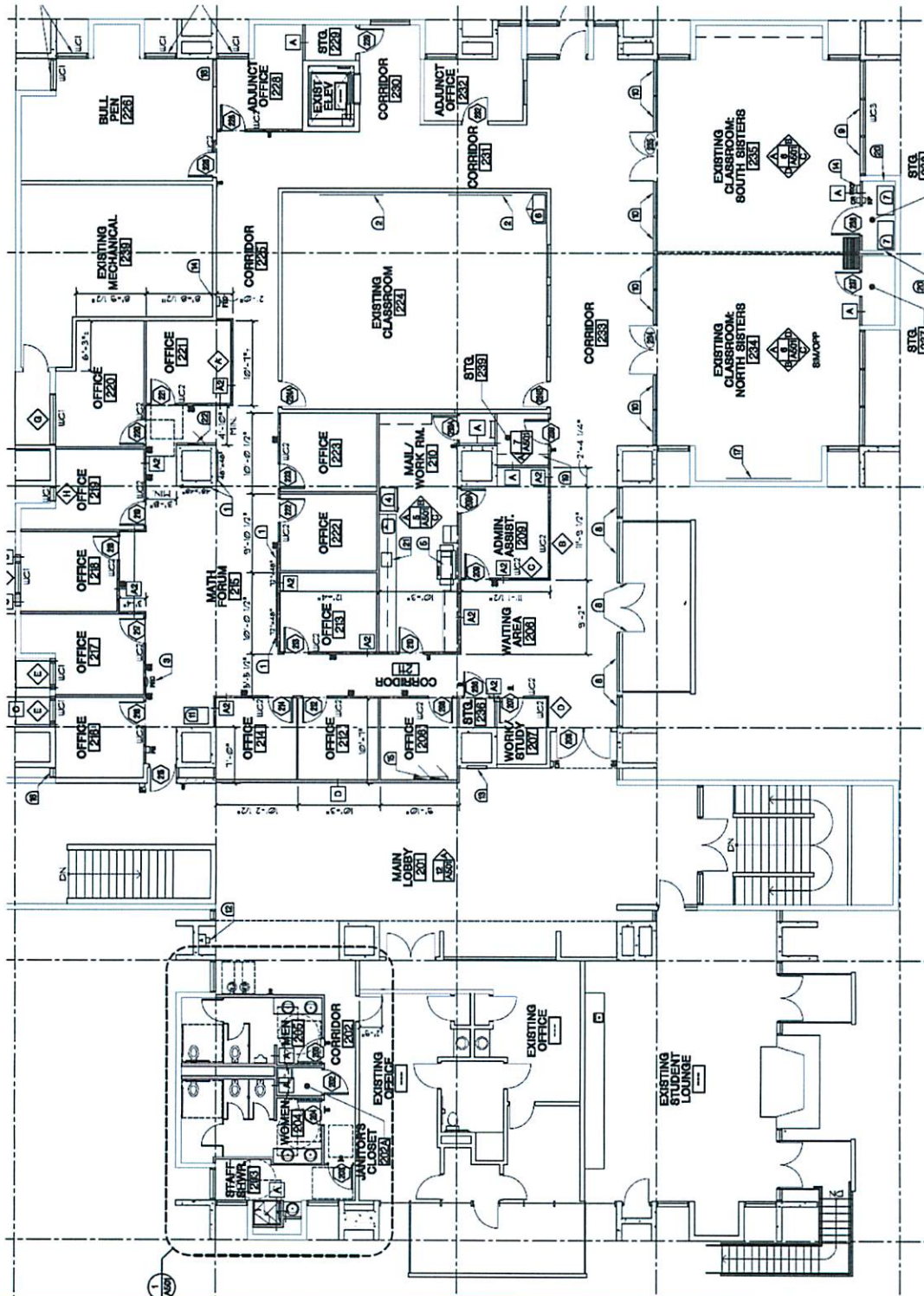
Bids were received on March 28, 2013. Four bids were received, from JP Prinz, Sunwest Builders, Kirby Nagelhout Construction, and Keeton-King Construction. Sunwest was the low bidder at \$652,000, Alternate #1 for Classroom lighting upgrade was \$12,720, Alternate #2 for lobby lighting upgrade was \$11,308, and Alternate #3 for lobby flooring upgrade was \$17,145, for a total contract award price of \$693,173. Award of project to Sunwest Builders occurred at the April 10 board meeting. Permit was procured on April 25, 2013. Notice to Proceed was issued on April 23, 2013. Construction kickoff meeting occurred on April 24, 2013. Construction to begin on April 29 with asbestos abatement and demolition at the Kitchen/Servery.

Activity planned for May

Demolition complete and kitchen/bathroom floor leveling complete.
Framing to be completed at both the Kitchen and bathroom area.
Begin plumbing rough-in activities.

Grandview Renovation Project April 2013 Status Report

FLOOR PLAN



Grandview Renovation Project April 2013 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 |
| 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

Redmond Building 1 Add. – April 2013 Update

Scope

The project is a 2300sf addition to Building 1 at the Redmond Campus. The added square footage will house a new 52 seat classroom and 24 seat Science Lab. Remodeled space within Building 1 will accommodate a 32 seat computer lab that will support both the new SMART Mathematics curriculum as well as CIS.

Budget Status

The overall budget for the building is \$1,622,014. This is a Bond funded project with additional funds provided by the state. See the budget summary for final cost projection.

Change Order Activity

A final change order is pending, there have been no new change requests presented.

Schedule Status

The project is substantially complete, and is ready for classes starting April 1.

Recent Activity

The project is complete.

Activity Next Month

None.

Redmond Building 1 Add. – April 2013 Update



Room 140 - Chemistry Lab



Room 142 – General Purpose Classroom

Redmond Building 1 Add. – April 2013 Update



Room 122 - General Science Lab



Room 138 - Computer Lab

Redmond Building 1 Add. – April 2013 Update

Project Participants

COCC Stakeholder Group

| | | |
|-----------------|---|--------------------------------------|
| Matt McCoy | - | VP for Administration |
| Shirley Metcalf | - | Interim VP for Instruction |
| Jerry Schultz | - | Interim Dean of Continuing Education |
| Gene Zinkgraf | - | Director of Construction |
| Rich Brecke | - | Project Manager |
| Darren McCrea | - | Construction IT Specialist |
| Julie Mosier | - | Purchasing Coordinator |

Design Team

| | | |
|--------------|---|------------------------------|
| Jeff Wellman | - | Steele Associates Architects |
| Scott Steele | - | Steele Associates Architects |
| Emily Freed | - | Steele Associates Architects |
| Steve Olson | - | Steele Associates Architects |

Contractor Group

| | | |
|--------------|---|------------------------------|
| Jason Terry | - | Kirby Nagelhout Construction |
| Pete Showers | - | Kirby Nagelhout Construction |
| Mark Miller | - | Kirby Nagelhout Construction |
| Jeff Deswert | - | Kirby Nagelhout Construction |

Residence Hall April 2013 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 or Platinum 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

Schematic Design and Estimate Presentation to occur at the May 8 Board Meeting.

Design Development Presentation and GMP proposal to occur at the September Board Meeting.

Construction Documents Presentation and authorization to begin construction to occur at the February Board Meeting.

The project will begin construction in late February or early March of 2014.

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

Activity in April

Schematic Design meeting occurred as scheduled for April 3.

Conducted Earth Advantage design review meeting in April 4.

Entered into agreement with Earth Advantage for Multi-Family Gold certification.

Completed Schematic Design documentation to begin estimating process.

Finalized Stage One contract and continued negotiations on Stage Two contract.

Activity planned for May

Complete Schematic Design estimate and reconciliation between Lease Crutcher Lewis and Mahlum Architects.

Schematic Design presentation at the May 8 Board Meeting.

Initiate Traffic Impact Analysis RFP.

Begin discussions with the City of Bend regarding Systems Development Charges.

Initiate Residential Network provider RFP.

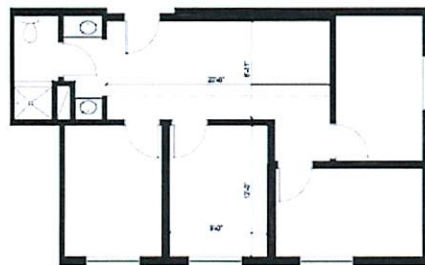
Finalize terms of Stage Two contract.

Residence Hall April 2013 Status Report



RA SINGLE

| | |
|----------------|-------------------|
| SINGLE BEDROOM | 202 SF |
| BATHROOM | 58 SF |
| TOTAL | 260 SF NET |
| | 315 SF GROSS |



QUAD SINGLES

| | |
|----------------|-------------------|
| SHARED ROOM | 197 SF |
| SINGLE BEDROOM | 108 SF |
| SINGLE BEDROOM | 108 SF |
| SINGLE BEDROOM | 108 SF |
| BATHROOM | 75 SF |
| TOTAL | 708 SF NET |
| | 852 SF GROSS |



QUAD DOUBLES

| | |
|----------------|-------------------|
| SHARED ROOM | 137 SF |
| DOUBLE BEDROOM | 138 SF |
| DOUBLE BEDROOM | 138 SF |
| BATHROOM | 73 SF |
| TOTAL | 492 SF NET |
| | 576 SF GROSS |

Residence Hall April 2013 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 |
| 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
Mark Cork, Principal Anne Schopf, Design Partner Kurt Haapala, Senior Project Manager
Pinnacle (Associate Architects) Peter Baer, Principal and 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

Testing Agency TBD

Technology Education Center – April 2013 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

No change order activity has occurred since the previous update.

Schedule Status

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

Recent Activity

Contracting with KNCC has completed and Notice to Proceed was given for April 22nd 2013. Fencing has been erected and the site is currently being cleared. Excavation is proceeding. Installation of site utilities awaits a Pre-Construction meeting with the City of Redmond. The building permit was issued on April 26th, 2013.

Activity Next Month

A preliminary schedule will be submitted.
Work on the building pad, foundations, rough grading the site, and utility installation will proceed.
KNCC will install their jobsite office trailer.

Technology Education Center – April 2013 Update



Construction Entrance off of Salmon Dr.



Clearing the Site

Technology Education Center – April 2013 Update

Project Participants

COCC Stakeholder Group

| | | |
|--------------------------|---|--------------------------------------|
| Shirley Metcalf | - | Interim VP for Instruction |
| Matt McCoy | - | VP for Administration |
| Jerry Schulz | - | Interim Dean 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

| | | |
|--------------------|---|--|
| Michael McLandress | - | 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 2013 Update

Scope

This project remodels a small portion of the BrightSide Animal Center's Event Center into a lab space for the new Veterinary Technician Program. The remodel will potentially consist of 2 Phases. The first phase will remodel a 1300 square foot area into a Pharmacy Lab, Cat Room, Procedure Room and a single Faculty Office. This space coupled with temporary use of local veterinary facilities will enable the program to be accredited. Phase 2 would take an additional 3,000 square feet of the Event Center and add a Lab/Classroom, expanded Pharmacy Lab and a complete Surgery area. Phase 2 will remain on hold until funding is identified.

Budget Status

At this time a budget has not been assigned to this project. Projected total costs for Phase 1 are \$286,000.

Change Order Activity

N/A.

Schedule Status

Phase 1 is intended for a Fall 2013 opening pending lease agreement and completion of improvements.

Recent Activity

Lease negotiations with BrightSide Animal Center continue.
COCC is considering purchasing the property and building.

Activity Next Month

Lease arrangements will continue. If the lease is finalized design will proceed.

HARDWARE:
1. Assume new cylinder & keying.
2. Assume new lockset.

FLOORING:
Carpet:
Carpet Tiles w/ Rubber Base.
Rubber Transition Strip.

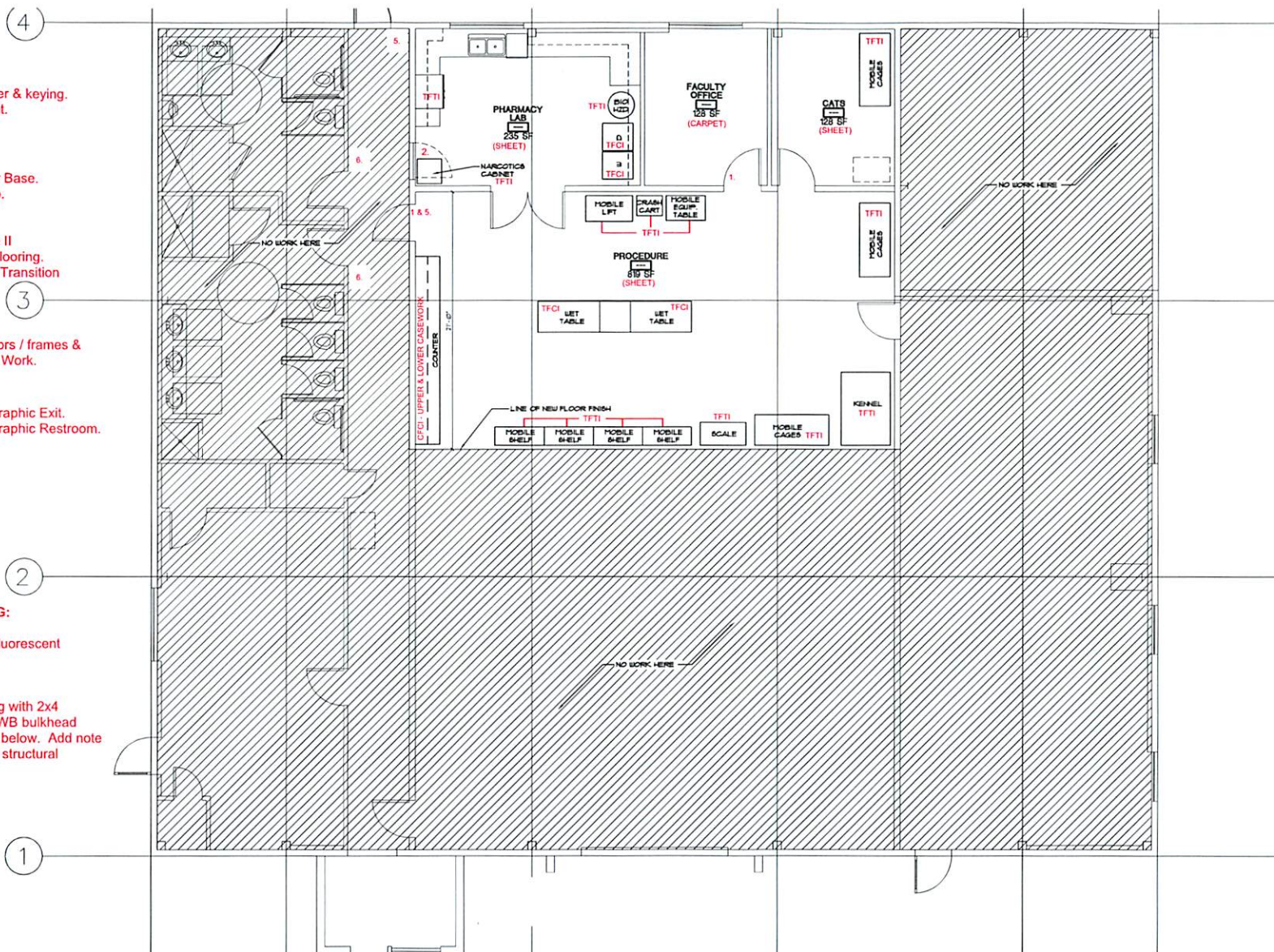
Sheet:
Mannington Assurance II
Slip-Retardant Sheet Flooring.
Covered Base & Rubber Transition
Strip.

PAINT:
New paint all walls, doors / frames &
GWB ceiling in area of Work.

ADA SIGNAGE:
5. Location of tactile/graphic Exit.
6. Location of tactile/graphic Restroom.

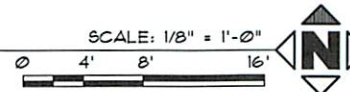
PROCEDURE CEILING:
Base Cost:
Additional suspended fluorescent
fixtures.

Alternate:
ACT Suspended Ceiling with 2x4
fluorescent fixtures. GWB bulkhead
aligned with floor finish below. Add note
"Need to verify existing structural
capacity."



HSR/COCC VET TECH - PHASE I

NOVEMBER 19, 2012 ISSUED FOR PRICING: 12-04-12



Veterinary Tech Remodel at BAC– April 2013 Update

Project Participants

COCC Stakeholder Group

| | | |
|-----------------|---|--|
| Matt McCoy | - | VP for Administration |
| Shirley Metcalf | - | Interim VP for Instruction |
| Jenni Newby | - | Instructional Dean |
| Lynn Russell | - | 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

COCC’s 2013-2018 Strategic Plan

The Process

Central Oregon Community College has been recognized as one of the fastest growing community colleges in the country. To meet this growth, a strong, focused, inclusive planning effort is critical. From fall 2011 through spring 2013, COCC worked to revise and update the College's strategic plan.

The first phase of the strategic planning process consisted of analyzing COCC’s internal and external environment. From September 2011 through March 2012, the College identified key stakeholders and gathered feedback regarding the College’s strengths, weaknesses, and future directions.

The second phase of the process consisted of using the information gathered in the first phase to review and revise current Mission, Vision, Values and Core Themes/Goals. The Strategic Planning Committee started the review process in March 2012 and provided suggested revisions to the Board and College community in September 2012.

The COCC Board of Directors reviewed the proposed revisions and...

- ✓ approved a new **Mission** Statement in November 2012
- ✓ approved a new **Vision** Statement in December 2012
- ✓ accepted the inclusion of the **Values and Future Directions** – statements developed in 2010-11 through college-wide participation - in the Strategic Plan
- ✓ accepted merging the **Core Themes** (minus Institutional Sustainability) – designations adopted by the Board in 2009 in support of accreditation – with the COCC goals and using core theme as the official description

The third phase of the process established two things. First, converted the Boards 2011-13 Board Priorities into a fifth core theme – Institutional Sustainability. Second, set the strategic direction for each core theme area by establishing strategic objectives.

The complete strategic plan was approved by the Board in June 2013 with implementation beginning 2013-14.

The Plan

Mission Statement

Central Oregon Community College promotes student success and community enrichment by providing quality, accessible, lifelong educational opportunities.

Vision Statement

To achieve student success and community enrichment, COCC fosters student completion of academic goals, prepares students for employment, assists regional employers and promotes equitable achievement for the diverse students and communities we serve.

COCC's 2013-2018 Strategic Plan

Values and Future Directions

Student Focused in All That We Do COCC remains student-focused in decisions made, from the classroom to the boardroom, providing opportunities and support that promote student success.

Reputation COCC has established a positive reputation in the communities it serves. The College is acknowledged for the high caliber of instruction, wide variety of programs and classes, strong fiscal stewardship, positive community outreach and involvement, well-designed and maintained facilities and outstanding events and activities for students, staff and the community.

Caliber of Faculty and Staff Through preparation, proficiency, experience, education and passion relating to their field or function, COCC faculty and staff are leaders in their fields.

Diversity COCC furthers its commitment to diversity through an ongoing atmosphere of mutual support and respect and fostering an awareness, acceptance and encouragement of different cultures.

Open Door Philosophy COCC provides an atmosphere that is friendly, collegial, welcoming and supported through open communication.

Campus Traditions COCC sponsors intentional activities to celebrate our accomplishments, build and maintain internal connections, honor our campus community and recognize our common purpose.

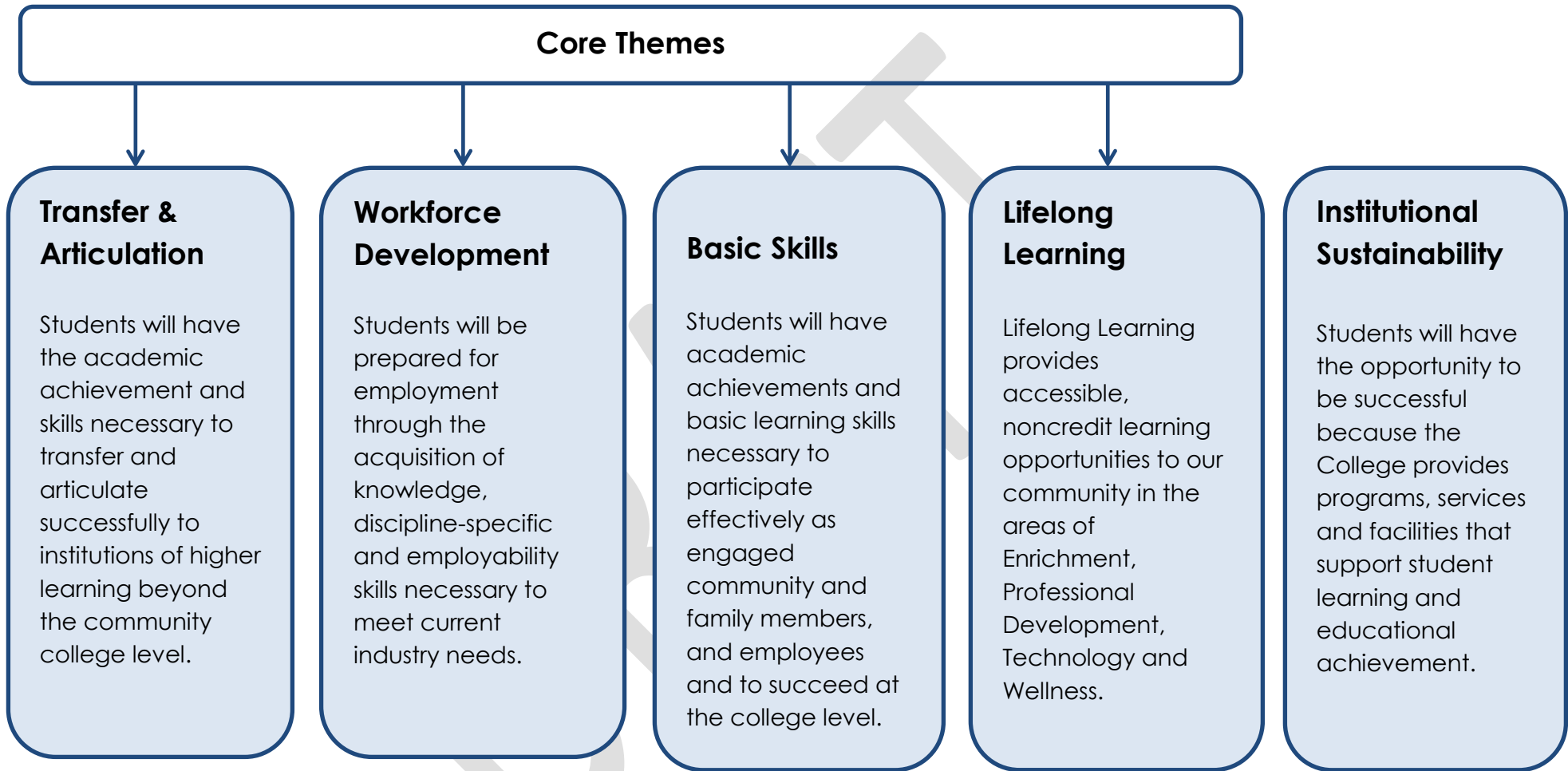
Work/Life Balance COCC is committed to work/life balance by promoting flexibility, respect for importance of personal time and sensitivity to supporting coworkers in their personal and professional needs.

Internal Connections Strong communication exists between students, faculty and staff, committees, and all governance structures. The college will maintain an inclusive environment safe to new ideas at all times.

External Connections COCC creates external and community connections, to include partnering with higher education partners, K-12, and regional businesses and nonprofits throughout the district and beyond.

Comprehensive Services COCC provides comprehensive services to our various constituencies: for students, offering programs and services to support student success; for the external community, supporting lifelong learning by providing opportunities for growth and advancement; and for the internal community, supporting employees with family wage jobs, opportunity for growth and development, and support of life/work balance.

Innovation COCC values a creative environment and encourages development of new and progressive ideas to continually improve quality thought out all aspects of the College. By establishing a secure place for the open sharing of ideas, COCC promotes inclusion of College-wide representation in discussions, welcoming new approaches from new and varied sources to advance the College of tomorrow.



COCC's 2013-2018 Strategic Plan

Transfer & Articulation

Objective 1.1: Maximize support services, from entrance to transfer, to promote access and success for students intending to transfer.

Objective 1.2: Maintain and strengthen student opportunities to make progress toward degree completion and/or transfer.

Objective 1.3: Provide students a high-quality general education.

Workforce Development

Objective 2.1: Maximize support services, from entrance to completion, to promote successful completion of CTE programs.

Objective 2.2: COCC will deliver CTE curricula that meets current industry standards.

Objective 2.3: Maintain and strengthen student opportunities in CTE programs for students to achieve program completion and employment in their area of study.

Objective 2.4: COCC will cultivate current and future industry partnerships and assist industry partners in regional economic development and job creation.

Basic Skills

Objective 3.1: Students who complete English Language Learner (ELL) courses will have the skills to succeed in Adult Basic Education (ABE) and Adult Secondary Education (ASE) courses.

Objective 3.2: Students who complete ASE level courses will have the skills necessary to obtain the GED.

Objective 3.3: Students who complete ASE level courses will have the skills to succeed in credit writing and math courses.

Objective 3.4: Students who successfully complete developmental writing and/or math courses will succeed in higher-level credit writing and math courses appropriate to their certificate or degree programs.

COCC's 2013-2018 Strategic Plan

Lifelong Learning

- Objective 4.1:** Broaden lifelong learning opportunities based on assessed campus, community, and industry needs.
- Objective 4.2:** Increase overall, lifelong learning participation.
- Objective 4.3:** Increase accessibility, instructional delivery, and registration options in Continuing Education.
- Objective 4.4:** Support lifelong learning for College employees by designing and advancing educational opportunities.

Institutional Sustainability

- Objective 5.1:** Expand and refine data, research and assessment systems and infrastructure to support student success.
- Objective 5.2:** Increase meaningful partnerships to improve COCC's effectiveness and positive impact in the region.
- Objective 5.3:** Develop a scalable approach to student learning outcome review and assessment at the degree, program and course levels.
- Objective 5.4:** Explore and strategically pursue funding options, both traditional and alternative, to ensure fiscal sustainability.
- Objective 5.5:** Further develop and enhance employees and operational systems to ensure institutional quality and viability.
- Objective 5.6:** Further develop and enhance facilities to ensure institutional quality and viability.
- Objective 5.7:** Evaluate options for student housing and establish and implement a construction plan if Board endorses project.
- Objective 5.8:** Support enrollment and success of underrepresented students.
- Objective 5.9:** Expand access throughout the district with long-term strategies for educational services in underserved areas.
- Objective 5.10:** Maintain student affordability while ensuring efficient and cost effective operations.

CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS

Resolution

**Designated State Health Program (DSHP)
Intergovernmental Agreement**

Prepared by: Kevin E. Kimball – Chief Financial Officer

A. Action Under Consideration

Authorize the President or his designee to sign the Designated State Health Program (DSHP) Intergovernmental Agreement with the State of Oregon; Oregon Health Authority (OHA).

B. Discussion

In July 2102, the federal government approved Oregon's significant amendment request to its 1115 Medicaid demonstration waiver to allow the state to move forward with the Governor's health transformation initiative. Over the next five years, Oregon will utilize federal Medicaid investments to increase local health care access to better coordinated, more patient-centered care as part of its delivery system transformation. If successful, the state as part of its commitment will reduce overall Medicaid spending through improved health care. This will result in significant savings to the federal government.

The Oregon health transformation outlined in the 1115 waiver demonstration is a one of a kind model and is being closely watched by other states. For the first time ever, Oregon post-secondary education institutions expenditures are included under the "Designated State Health Programs (DSHP)" provisions in the waiver. The purpose of DSHP is to improve access and quality of care for community members, many of whom are Medicaid beneficiaries, by supporting the development of a strong and highly qualified health care workforce through education and training.

As a result, the 1115 waiver allows Oregon universities, OHSU, and nine Oregon community colleges to certify health education and training expenditures. Once certified, the Oregon Health Authority (OHA- Oregon's Medicaid agency) is allowed to draw federal matching funds related to those expenditures. These funds are then transferred to the colleges as agency payments and then sent back to OHA. This transaction allows OHA to use the funds transferred back from the colleges as other funds to make payments to Medicaid providers in the state. The payments to Medicaid providers are also eligible for federal match, allowing the state to maximize the federal investment. There is no net financial impact to the colleges as a result of this transfer.

In February, OCCA engaged Washington, DC law firm Eyman and Associates to review the OHA Intergovernmental Agreement (IGA) that the community colleges were asked to sign to formalize the arrangement. Counsel analyzed questions about the legality of the proposed funds transfer, liability risks to the colleges, and concerns about the lack of detail related to eligible community college expenditures. After several months of negotiations with OHA, Eyman and Associates confirmed the legality of funds transfer under Federal Medicaid law and regulations, and succeeded in securing multiple changes to the agreement to protect the interests of the community colleges. The IGA now explicitly protects the community colleges from any liability, other than for grossly negligent or knowingly wrongful acts, in certifying their costs and making transfers.

Certified health care education and training expenditures by all community colleges will result in a little over \$29 million of increased federal investment this year. The maximum amount payable under this agreement for COCC is \$8,236,166.

C. Options

Authorize the President or his designee to sign the DSHP intergovernmental agreement with the State of Oregon; Oregon Health Authority (OHA)

Do not authorize the College to participate in this intergovernmental agreement.

D. Timing

As the State and OHA have been working with the community colleges on the DSHP intergovernmental agreement for several months, OHA, CCWD and the Governor's office is asking the community colleges to move forward and sign the agreement.

E. Recommendation

Be It Resolved that the Board of Directors of Central Oregon Community College do hereby authorize the College President or his designee to sign the DSHP intergovernmental agreement.

F. Budget Impact

There is no net financial impact to the College from this agreement. The work, required under this agreement, includes reporting to OHA currently budgeted health education and training expenditures and to return the funds transferred to the College back to OHA. As the funds wired to the College will be treated as a balance sheet item, no revenues or expenditures will be recorded from these transfers. In addition, the College will be reimbursed for all costs related to the wire transfers.