



CENTRAL OREGON  
COMMUNITY COLLEGE  
Board of Directors' Meeting  
Wednesday, October 7, 2015 – 6:00 PM  
COCC Madras Campus - Madras, OR

TIME**	ITEM	ENC.*	ACTION	PRESENTER
6:00 pm	I. <b>Call to Order</b>			Ford
	II. <b>Introduction of Guests</b>			
6:05 pm	III. <b>Agenda Changes</b>			
6:06 pm	IV. <b>Public Hearing and Testimony</b>			
	A. Madras Campus Update			Green☐
	B. Deer Ridge Correctional Institution Update			Narum☐
<b><u>BREAK</u> 5 Minutes</b>				
6:35 pm	V. <b>Consent Agenda***</b>			
	A. Minutes			
	1. Regular – September 9, 2015	5.a1	X	Smith
	B. Personnel			
	1. New Hire Report (September 2015)	5.b1	X	Sorenson <sup>A</sup>
	2. Approval to Hire (Ross)	5.b2	X	✓
	3. Approval to Hire (Briggs)	5.b3	X	✓
	4. Approval to Hire (Holland)	5.b4	X	✓
6:40 pm	VI. <b>Information Items</b>			
	A. Financial Statements	6.a		Bloyer <sup>A</sup>
	B. Construction Projects - Update	6.b		McCoy <sup>A</sup>
	C. Housing Operations Report	6.c		Moore <sup>A</sup>
	D. Bobcat Orientation Overview	6.d		Moore <sup>A</sup>
	E. Student Success	6.e		Newby <sup>A</sup>
6:55 pm	VII. <b>New Business</b>			
	A.			
7:00 pm	VIII. <b>Board of Directors' Operations</b>			
	A. Board Members Activities			
7:10 pm	IX. <b>President's Report</b>			
	A. Updates			
	1. Credit Student – Profile			Moore☐
	2. COCC Foundation			Boone☐
	X. <b>Dates</b>			
	A. October 14-17 - ACCT Leadership Congress – San Diego, CA			
	B. October 23-24 – Board of Directors' Fall Retreat - Tetherow			
	C. November 4-7 – OCCA Annual Conference – Salishan Resort-Gleneden Beach, OR			
	D. Tuesday, November 17 – Board of Directors' Meeting – Bend Campus			
7:35 pm	XI. <b>Adjourn</b>			





**CENTRAL OREGON COMMUNITY COLLEGE**  
**Board of Directors' Meeting – MINUTES**  
**Wednesday, September 9, 2015 – 6:00 PM**  
**Technology Education Center – Redmond Campus**

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**PRESENT:** David Ford, Vikki Ricks, Laura Craska Cooper, Anthony Dorsch, Joe Krenowicz, John Mundy, Ronald Bryant-Board Attorney, Dr. Shirley Metcalf-President, Julie Smith- Executive Assistant.

**ABSENT:** Bruce Abernethy

**INTRODUCTION OF GUESTS:** Jerry Schulz, Glenda Lantis, Chad Harris, Matt McCoy, Stacey Donohue, Julie Mosier, Cady-Mae Koon, Jim Bennett, Zak Boone, Steve Curley, Bruce Emerson, Joe Viola, Andrew Spreadborough-Executive Director of COIC, Glenda Lantis, Dan Cecchini, Kevin Kimball, David Dona, Michael Fisher, Ron Paradis, Alicia Moore, Jenni Newby, Lisa Bloyer, Tony Russell, Carol Higginbotham, Sally Sorenson, Brady Hickman-President of Classified Staff Association, and others.

**PUBLIC HEARING AND TESTIMONY:**

**Redmond Campus Update**

Mr. Jerry Schulz-Dean of Extended Learning reviewed that although the Redmond Campus is recognized for its CTE programs, more than half of the credit students are taking courses that are part of the lower division transfer offerings. He reported that the college will be hiring two new Manufacturing faculty members this year and will be reconnecting with the business community on updating our curriculum to better align with industry needs.

**CONSENT AGENDA:**

**Mr. Joe Krenowicz moved to approve the Consent Agenda (Exhibit: 4). Ms. Vikki Ricks seconded.**

**Ms. Laura Craska Cooper abstained from the vote, she was absent from the July meeting.**

**MC. Approved. M09/15:1**

BE IT RESOLVED that the Board of Directors' approved the regular meeting Minutes of July 8, 2015 (Exhibit: 4.a1);

BE IT RESOLVED that the Board of Directors' reviewed and approved the July/August 2015 New Hire Report (Exhibit: 4.b1);

BE IT RESOLVED that the Board of Directors' does hereby approve the employment contracts for Christopher Baughman (Exhibit: 4.c1), Stephanie Goetsch (Exhibit: 4.c2), Tyler Hayes (Exhibit: 4.c3) and Wendy Leer (Exhibit: 4.c4).

INFORMATION ITEMS:

Financial Statements – (Exhibit: 5.a)

The Board of Directors' were apprised of the July 2015 Financial Statements.

Construction Update – (Exhibit: 5.b)

The Board of Directors' were apprised of the monthly (September 2015) Construction Projects Updates for -

- Campus Center Building – Phase I Remodel
- Information Technology
- Residence Hall.

Housing Operations (Exhibit: 5.c)

The Board of Directors' were apprised of the September 2015 Housing Operations.

Adjournment of Regular Board of Directors' Meeting

Convene as the Local Contract Review Board

Local Contract Review Board

Purchase of Level 5 Helicopter Simulator and Justification (Exhibits: 8.a, 8.a1)

Jenni Newby-Interim Executive Instructional Dean reviewed the Helicopter Flight Simulator acquisition justification.

Ms. Laura Craska Cooper moved to approve the exemption and authorize the President or her designee to negotiate the purchase of the R44 FAA Level 5 Simulator from FRASCA Flight Simulation for approximately \$400,000. Mr. John Mundy seconded. MCU Approved.

M09/15:2

Adjournment of Local Contract Review Board

Reconvene as Board of Directors

NEW BUSINESS:

Cell Tower (Exhibit: 10.a)

Matt McCoy-Vice President for Administration reviewed that in 2000 the College entered into a cell tower site lease for a location on the COCC Bend Campus. Overtime ownership of the tower and lease of the site has changed with Crown Castle –CCTMI LLC being the current owner of the lease and tower. Crown Castle would like to replace the current tower, upgrade the technology and expand the square footage of the leased site.

Mr. Joe Krenowicz moved to authorize the President or her designee to enter into a cell tower site lease agreement with Crown Castle. Ms. Laura Craska Cooper seconded the motion.

MCU Approved. M09/15:3

COIC Transportation MOU (Exhibit: 10.b)

Mr. McCoy introduced Mr. Andrew Spreadborough-Executive Director of COIC (Central Oregon Intergovernmental Council) who gave a PowerPoint presentation showing the current and expanded bus routes/services of CET Bend (CET-Cascades East Transit). Beginning this year, as a

benefit to COCC students and staff, buses will come to the campus more frequently (approximately every 30 minutes), and later into the evening. A new route has also been added between COCC and the OSU-Cascades Graduate Center.

Mr. John Mundy moved to authorize President Metcalf, or her designee, to enter into an intergovernmental agreement between COCC and Central Oregon Intergovernmental Council to increase bus transportation within Bend to the Bend COCC Campus and other locations. Mr. Joe Krenowicz seconded. MCU Approved. M09/15/4

## BOARD OF DIRECTORS' OPERATIONS:

### Board Member Activities

Mr. Krenowicz August 20 Board Retreat  
Audit & Finance Committee Meeting

Ms. Ricks August 20 Board Retreat  
Greater La Pine Adult Education Committee Meeting  
Lunch w/Zak Boone-Executive Director of the COCC Foundation  
Meeting w/Shaua Elsberry re: Bobcat Orientation

Mr. Dorsch August 20 Board Retreat  
Ron Munkers – phone call  
President Metcalf – 2 phone call conversations re: Ethics Commission

Mr. Mundy New Board Member Orientation in Silverton – OCCA  
August 20 Board Retreat  
Audit & Finance Committee Meeting

Ms. Craska Cooper COCC Commencement  
50<sup>th</sup> Anniversary Celebration Event  
Orientation Meeting w/new board member John Mundy  
August 20 Board Retreat  
Real Estate and Board Policy Committee Meetings

Mr. Ford Signed Diplomas  
Two Meetings w/President Metcalf re: August Retreat  
Foundation Scholarships Review  
Real Estate, Audit & Finance and Board Policy Committee Meetings  
August 20 Board Retreat  
Black Pines Apartments Public Meeting  
Meeting w/President Metcalf re: Board Meeting Agenda

### President's Report

#### Accreditation (Exhibit: 12.a1)

President Metcalf reviewed the letter from the NWCCU-Northwest Commission on Colleges and Universities stating that the Commission accepted COCC's Spring 2015 Mid-Cycle Report.

Better Together

Mr. Michael Fisher-Instructional Dean reviewed the MOU between COCC, Redmond School District, Redmond Economic Development, Oregon Institute of Technology and the High Desert Education Service District which brings these entities together to promote and support opportunities and pathways for students and employers for the Career and Technical Education (CTE) programs. Better Together of Central Oregon will coordinate and convene regular collaborative workgroup sessions for the parties involved.

All College KickOff - Staff Retreat

President Metcalf reported that the all-staff retreat is scheduled for Thursday, September 17.

APPROVED;

ATTEST TO;

\_\_\_\_\_  
Mr. David Ford, Board Chair

\_\_\_\_\_  
Dr. Shirley I. Metcalf, President

**Central Oregon Community College**  
**Board of Directors**  
**NEW HIRE REPORT – September 2015**

<b>Name</b>	<b>Date Hired</b>	<b>Location</b>	<b>Job Title</b>
<b>Administrative Full-Time</b>			
Ross, Diane	9/8/2015	Bend	Asst. Dir. HR
<b>Adjunct Faculty</b>			
Donovan, Keri	9/28/2015	Bend	Writing Lit
Geddes, Scott	9/14/2015	Bend	Chemistry
Gesuale, Melinda	9/28/2015	Bend	Nursing
Griffin, Shelly	9/28/2015	Bend	Writing Lit
Jaquiss-Pofahl, Kelly	9/28/2015	Bend	Writing Lit
Marsh, Tamra	9/28/2015	Bend	Nursing
McGean, Lisa	9/28/2015	Bend	Writing Lit
Meyer, Susan	9/14/2015	Bend	Bus Admin
Sivertson, Kevin	9/28/2015	Bend	Aviation
Taylor, Corey	9/28/2015	Madras	Writing Lit
<b>Faculty 9-month</b>			
Baughman, Christopher	9/14/2015	Redmond	MATC
Briggs, Vaughan	9/14/2015	Redmond	Business
Denison-Furness, Jane	9/14/2015	Bend	English
Earthsong, Wendy	9/14/2015	Bend	HIT
Hazlett, Christopher	9/14/2015	Bend	English
Hong, Lin	9/14/2015	Bend	Chinese
Layton, Amanda	9/14/2015	Bend	Biology
Parks, Elizabeth	9/14/2015	Bend	Speech
Zmyslinski-Seelig, Anne	9/14/2015	Bend	Speech
<b>Part-Time Faculty</b>			
Alexander, Ronald	9/28/2015	Bend	NIR
Holland, Daniel	9/28/2015	Redmond	MATC
Hovekamp, Nathan	9/28/2015	Bend	Social Science
Jacobs, Paul	9/28/2015	Bend	Mathematics
Johnson, Michael	9/28/2015	Bend	Mathematics

<b>Name</b>	<b>Date Hired</b>	<b>Location</b>	<b>Job Title</b>
Laro, Rebecca	9/28/2015	Bend	Social Science
McCarthy, Lauri	9/28/2015	Bend	Social Science
Petersen-Hair, Deanne	9/28/2015	Bend	Mathematics
Schneider, Jenna	9/28/2015	Bend	Allied Health
Snider, Stephanie	9/28/2015	Bend	Allied Health
Stryker, Kirin	9/28/2015	Bend	HHP
Toomey, Jesse	9/28/2015	Bend	Social Science
Wild, Carol	9/28/2015	Bend	Fine Arts

**Temporary Hourly**

Henderson, William	9/28/2015	Bend	Chemistry & Physics Tutor
Hendryx, Gregory	9/28/2015	Bend	Physics & Chemistry Tutor
Kaufman, Diantha	9/14/2015	Bend	Student Life
Knight, Shelby	9/28/2015	Bend	Chemistry Tutor
Mehr, Taylor	9/28/2015	Bend	Chemistry & AP Tutor
Poyer, Randy	9/28/2015	Bend	Writing Tutor
Sloss, Jeffrey	9/28/2015	Bend	Math Tutor



**Central Oregon Community College  
Board of Directors: Information Item (or Resolution)**

**Prepared by Sally Sorenson, Director of Human Resources**

<b>Subject</b>	Approve employment contract for <b>DIANE ROSS</b> for the Assistant Director of HR and EEO/AA/Title IX Officer position
<b>Strategic Plan Themes and Objectives</b>	
Institutional Sustainability Transfer and Articulation Workforce Development Basic Skills Lifelong Learning	This position in Human Resources indirectly provides support to all of the Strategic Plan Themes and Objectives through provision of the following support functions:  Recruiting and Hiring (competent staff);  Compensation and Benefits (recruitment and retention);  Employee Relations (events, teambuilding, problem-solving);  Investigations (Title IX, EEO, AA);  Performance Management (job descriptions, evaluations, work plans, goal-setting, corrective actions);  HRIS/Reporting (college, state and federal); and Termination (retirement, voluntary and involuntary separations).

**A. Background**

The Assistant Director of Human Resources and EEO/AA/Title IX Officer position is a full-time administrative position that is responsible for overall supervision of the daily operations of the Human Resources Department. This position also serves as the College's EEO Officer, Title IX and Training Officer. Also serves as resource person to all employees of the College and the general public relating to the full scope of services provided by Human Resources. Assists the Director with classification, compensation, employee relations, and policy development as required.

The Assistant Director will provide general administrative support to the Director in managing all campus HR needs and vision for Human Resources. Under the direction of and as assigned by the Director, the Assistant Director is responsible for assisting in any and all day-to-day administration of department activities. Activities include but are not limited to coordinating and/or facilitating daily or short-term HR team projects, work scheduling as needed, staff training, and departmental management in the absence of the Director.

**B. Options/Analysis**

- Approve the employment contract for DIANE ROSS.
- Decline approval of the employment contract for DIANE ROSS.

**C. Timing**

The Assistant Director of Human Resources and EEO/AA/Title IX Officer position appointed for a 12-month employment contract each fiscal year. For the 2015-16 fiscal year, the initial employment contract period will be from September 8, 2015 to June 30, 2016. As with all other exempt employees a new contract will be prepared for the next fiscal year that begins July 1.

**D. Budget Impact**

The salary conforms to the current approved Administrative salary schedule.

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors hereby approve the employment contracts for DIANE ROSS as the Assistant Director of Human Resources and EEO/AA/Title IX Officer.

**F. Miscellaneous**

Diane Ross received her Bachelor's degree in Psychology from Northern Arizona University and obtained her Master's in Management/ Human Resources Management from the University of Phoenix. Ms. Ross has 20 years of experience in Human Resources, including 14 years with various healthcare organizations. Prior to COCC Ms. Ross was employed at Black Butte Ranch as their Human Resources Manager. While serving in that role she was responsible for providing HR oversight for an employee group that ranged from 150-370 employees. Ms. Ross also has expertise in employment law and operations, management mentoring, recruiting, benefits, employee relations, and investigations.

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

Prepared by: Sally Sorenson, HR Director

<b>Subject</b>	Approve the contract for <b>Vaughan Briggs as Temporary Instructor of Business Administration for CEED.</b>
<b>Strategic Plan Themes and Objectives</b>	
Transfer and Articulation	TA.2 – Maintain and strengthen student opportunities to make progress toward degree completions and/or transfer. TA.3 – Provide students a high-quality general education.
Workforce Development	WD.2 – Deliver CTE curricula that meets current industry standards. WD.3 – Maintain and Strengthen student opportunities in Business programs for students to achieve program completion and employment in their area of study. WD.4 – Cultivate current and future industry partnerships and assist industry partners in regional economic development and job creation.

**A. Background**

The Temporary Instructor of Business is being filled through direct appointment for this year.

**B. Options/Analysis**

- Approve the contract for Vaughan Briggs as Temporary Instructor of Business Administration.
- Decline approval of the employment contract for Vaughan Briggs as Temporary Instructor of Business Administration.

**C. Timing**

For the 2015-16 academic year

The Temporary Instructor of Business Administration position is appointed for a 9-month employment contract each fiscal year. For the 2015-16 fiscal year, the initial employment contract period will be from September 15, 2015 to June 15, 2016. As with all other full-time faculty employees, a new contract will be prepared for the next academic year.

**D. Budget Impact**

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

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors approve the contract of Vaughan Briggs for the 2015-16 academic year as Temporary Instructor of Business Administration.

**F. Miscellaneous**

Vaughan Briggs has been a part-time instructor in the Business Department at COCC since 2011. Mr. Briggs graduated from Eastern Oregon University with an MAT degree in Education, from the University of California at Los Angeles with an MBA, and from the University of Washington with a BA in Business, and his experience includes teaching as an Adjunct Professor at OSU-Cascades for the Business Program.

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

Prepared by: Sally Sorenson, HR Director

<b>Subject</b>	Approve the contract for <b>Dan Holland as Temporary Instructor of Manufacturing Technology.</b>
<b>Strategic Plan Themes and Objectives</b>	
Workforce Development	<p><b>WD.1</b> - Maximize support services, from entrance to completion, to promote successful completion of Manufacturing Technology programs to meet the needs of local industry (and beyond). Students who complete Manufacturing Technology (MATC) courses will have the skills to succeed in Welding, Manual Machining, CNC Machining, and Programming courses.</p> <p><b>WD.2</b> – Deliver CTE curricula that meets current industry standards.</p> <p><b>WD.3</b> – Maintain and strengthen student opportunities in CTE programs for students to achieve program completion and employment in their areas of study.</p>

**A. Background**

The Temporary Instructor of MATC was filled through a national search.

**B. Options/Analysis**

- Approve the contract for Dan Holland as Temporary Instructor of Manufacturing Technology.
- Decline approval of the employment contract for Dan Holland as Temporary Instructor of Manufacturing Technology.

**C. Timing**

For the 2015-16 academic year

The Temporary Instructor of Manufacturing Technology position is appointed for a 9-month employment contract each fiscal year. For the 2015-16 fiscal year, the initial employment contract period will be from September 15, 2015 to June 15, 2016. As with all other full-time faculty employees, a new contract will be prepared for the next academic year.

**D. Budget Impact**

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

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors approve the contract of DAN HOLLAND for the 2015-16 academic year as Temporary Instructor of Manufacturing Technology.

**F. Miscellaneous**

Dan Holland has been a Machinist and Fabricator at Nosler, Inc. since 2010. He has 18 years of experience in maintenance, machining, and equipment operation work and served as a Metal Shop Instructor for a year at the Crook County School District.

Central Oregon Community College  
Monthly Budget Status  
Highlights of August 2015 Financial Statements

**Cash and Investments**

The Colleges' operating cash balances currently total \$26 million. The August average yield for the Local Government Investment Pool remains unchanged at .54 percent.

The bond proceeds held in cash totals \$873,000 as of the end of August.

**General Fund Revenues**

The College received an additional \$1.1 million in fall tuition and fee revenues in August. The budgeted transfers-in have been posted for the year. The College received the first State Aid payment of \$2.3 million.

**General Fund Expenses**

The expenses through August 2015 include the required budgeted inter-fund transfers-out for the fiscal year.

**Budget Compliance**

All general fund appropriation categories are within budget.

Central Oregon Community College

Cash and Investments Report

As of August 31, 2015

College Portfolio	<u>Operating Funds</u>	<u>Bond Funds</u>	<u>Trust/Other Funds</u>
<b>Cash in State Investment Pool</b>			
4089 - General operating fund	\$ 24,939,004		
3624 - Robert Clark Trust			\$ 371,154
3707 - Residence Hall bond funds		\$ 476,414	
3948 - Residence Hall retention		\$ 396,938	
August Average Yield .54%			
<b>Cash in USNB</b>	\$ 936,218		
<b>Cash on Hand</b>	\$ 4,600		
Total Cash	<u>\$ 25,879,822</u>	<u>\$ 873,352</u>	<u>\$ 371,154</u>



**Central Oregon Community College**  
**Monthly Budget Status**  
**August 2015**

**Exhibit 6a**  
07-Oct-15

<u>General Fund</u>	<u>Adopted Budget</u>	<u>Year to Date Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget Current Year</u>	<u>Percent of Budget Prior Year</u>
<b>Revenues</b>					
District Property Taxes:					
Current Taxes	\$ 14,180,000	\$ -	\$ (14,180,000)	0.0%	0.0%
Prior Taxes	623,000	206,156	(416,844)	33.1%	19.7%
Tuition and fees	16,679,000	5,019,089	(11,659,911)	30.1%	31.7%
State Aid	9,110,000	2,307,465	(6,802,535)	25.3%	23.9%
Interest & Misc. Income	70,000	242	(69,759)	0.4%	0.4%
Transfer-In	1,874,500	1,874,500	-	100.0%	98.8%
<b>Total Revenues</b>	<b>\$ 42,536,500</b>	<b>\$ 9,407,451</b>	<b>\$ (33,129,049)</b>		
<b>Expenses by Function</b>					
Instruction	\$ 19,343,813	\$ 803,707	\$ 18,540,106	4.2%	4.7%
Academic Support	3,136,473	457,752	2,678,721	14.6%	13.1%
Student Services	4,835,160	618,366	4,216,794	12.8%	13.2%
College Support	5,264,718	814,992	4,449,726	15.5%	17.4%
Plant Operations and Maintenance	4,599,224	659,925	3,939,299	14.4%	13.5%
Information Technology	4,090,108	945,330	3,144,778	23.1%	20.0%
Financial Aid	52,897	2,363	50,534	4.5%	5.8%
Contingency	800,000	-	800,000	0.0%	0.0%
Transfers Out	2,602,618	2,585,299	17,320	99.3%	99.3%
<b>Total Expenses</b>	<b>\$ 44,725,011</b>	<b>\$ 6,887,734</b>	<b>\$ 37,837,277</b>		
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (2,188,511)</b>	<b>\$ 2,519,718</b>	<b>\$ 4,708,229</b>		

**Central Oregon Community College**  
**Monthly Budget Status**  
 August 2015

**Exhibit 6a**  
 7-Oct-15

	<u>Adopted Budget</u>	<u>Year to Date Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget Current Year</u>	<u>Percent of Budget Prior Year</u>
<b><u>Non General Funds</u></b>					
<b>Debt Service Fund</b>					
Revenues	\$ 5,332,461	\$ 1,369,382	\$ (3,963,079)	25.7%	8.8%
Expenses	5,279,505	351,753	4,927,752	6.7%	11.0%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ 52,956</b>	<b>\$ 1,017,628</b>	<b>\$ 964,672</b>		
<b>Grants and Contracts Fund</b>					
Revenues	\$ 1,850,369	\$ 29,450	\$ (1,820,919)	1.6%	3.6%
Expenses	1,904,487	119,114	1,785,373	6.3%	7.1%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (54,118)</b>	<b>\$ (89,663)</b>	<b>\$ (35,545)</b>		
<b>Capital Projects Fund</b>					
Revenues	\$ 2,037,398	\$ 2,026,549	\$ (10,849)	99.5%	10.0%
Expenses	7,215,300	958,577	6,256,723	13.3%	6.1%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (5,177,902)</b>	<b>\$ 1,067,972</b>	<b>\$ 6,245,874</b>		
<b>Enterprise Fund</b>					
Revenues	\$ 8,612,326	\$ 160,141	\$ (8,452,185)	1.9%	6.9%
Expenses	9,627,759	2,828,307	6,799,452	29.4%	9.6%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (1,015,433)</b>	<b>\$ (2,668,167)</b>	<b>\$ (1,652,734)</b>		
<b>Auxiliary Fund</b>					
Revenues	\$ 9,502,382	\$ 4,120,026	\$ (5,382,356)	43.4%	36.6%
Expenses	10,553,349	3,365,232	7,188,117	31.9%	35.3%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (1,050,967)</b>	<b>\$ 754,795</b>	<b>\$ 1,805,762</b>		
<b>Reserve Fund</b>					
Revenues	\$ 9,336	\$ -	\$ (9,336)	0.0%	0.0%
Expenses	510,000	412,691	97,309	80.9%	64.9%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (500,664)</b>	<b>\$ (412,691)</b>	<b>\$ 87,973</b>		
<b>Financial Aid Fund</b>					
Revenues	\$ 18,445,575	\$ 1,208,381	\$ (17,237,194)	6.6%	7.6%
Expenses	18,472,306	1,060,572	17,411,734	5.7%	6.7%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (26,731)</b>	<b>\$ 147,808</b>	<b>\$ 174,539</b>		
<b>Internal Service Fund</b>					
Revenues	\$ 390,767	\$ 13,893	\$ (376,874)	3.6%	4.3%
Expenses	516,989	145,943	371,046	28.2%	7.0%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (126,222)</b>	<b>\$ (132,050)</b>	<b>\$ (5,828)</b>		
<b>Trust and Agency Fund</b>					
Revenues	\$ 1,809	\$ 320	\$ (1,489)	17.7%	17.0%
Expenses	3,000	-	3,000	0.0%	0.0%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (1,191)</b>	<b>\$ 320</b>	<b>\$ 1,511</b>		

## CCB Phase 1 Remodel – Sept. 2015 Update

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### **Scope**

When the Campus Center Building was built, future capacity was included for the possible residence hall. Since the Residence Hall will be coming online in Fall of 2015, the planned capacity needs to be added to come online at the same time. The remodel will include added servery stations, dry and cold storage, seating and catering storage.

### **Budget Status**

The budget is \$575,000. See attached updated cost projection.

### **Change Order Activity**

No new changes this month.

### **Schedule Status**

The remodel will be done over Summer Quarter 2015 and be open for Fall Quarter 2015.

### **Recent Activity**

The project is complete save for two items that were on back-order. The sneeze guard will be installed in the next couple of weeks and so will the high density shelving. All furniture has been received and place. The kitchen staff have moved into their new office.

### **Activity Next Month**

Project complete.

## CCB Phase 1 Remodel – Sept. 2015 Update

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### Project Participants

#### COCC Stakeholder Group

Kevin Kimball	-	CFO
Alicia Moore	-	Dean of Student and Enrollment Services
Lori Willis	-	Auxiliary Services Director
Gordon Price	-	Director of Student Life
Rich Brecke	-	Project Manager
Darren McCrea	-	IT Project Manager
Julie Mosier	-	Purchasing Coordinator

#### Design Team

Scott Steele	-	Steele Associates Architects
Steve Olson	-	Steele Associates Architects
Darek Olson	-	Steele Associates Architects

#### Contractor Group

Matt Stockton	-	Project Manager - KNCC
Ed Parker	-	Superintendent - KNCC
Mike Taylor	-	VP - KNCC
Mark Miller	-	General Superintendent - KNCC

## CCB Phase 1 Remodel – Sept. 2015 Update

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The new office and storage.



Dry Storage

September 28, 2015

## COCC Redmond Campus Solar Array Project Status Report

### Update since the last written Status Report on August 26, 2015

1. On May 26, 2015 The Central Oregon Community College Board of Directors, acting as the Local Contract Review Board, passed a resolution approving the Power Purchase Agreement with Sunlight Solar and authorizes President Metcalf, or her designee, to negotiate and sign a contract for a Solar Power Purchase Agreement with Sunlight Solar Energy.
2. Staff and COCC Counsel continue to negotiate the Solar Power Purchase Agreement with Sunlight Solar Energy.

### 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 are currently budgeted for. COCC has until one year after construction of the Residence Hall is completed (2015) to fulfill its 1.5% Obligation.

### Project Actions to Date

In early 2010 COCC hired Mazzetti Nash Lipsey Burch of Portland Oregon, to perform 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 mount 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 submitted was required to submit Notices of Proposed Construction or Alteration to the FAA for its comments on the proposed sites for the project. 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 20years).  
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.  
It is the recommendation of the College Staff to proceed with the PPA Option. This recommendation is based on a number of issues.

1. The PPA option is legislatively allowed to fulfill the 1.5% Solar Technology Obligation.
2. The PPA Option would allow COCC to use 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 complemented a contract negotiation with SolarWorld and a select group of SolarWorld's Authorized installers providing of Solar System procurement through the PPA Option.

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

E2Solar, of Bend, is an authorized installer for SolarWorld. 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.

# Information Technology Update – September 2015

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## Current Projects

Phase 1 of the **Ochoco** remodel provides office space for the Humanities Department as well as new Anthropology, Language and Computer labs. The approximately 83,000 square foot **Residence Hall** project includes cable television, as well as high-speed internet and Wi-Fi service to public lounge areas as well as 80 suites and 330 beds. The **Campus Center** remodel provides additional seating capacity and office space as well as expanded kitchen and storage areas.

## Schedule Status

The various low-voltage system installations for the new **Residence Hall** project as well as the **Ochoco** and **Campus Center** remodels are all complete.

## Activity in September

All low-voltage projects within the new **Residence Hall** are complete. The cable television, campus network, student network and surveillance camera and recording system installations have been tested and commissioned. Apogee, the ResNet internet provider, fine-tuned wireless coverage within the new Residence Hall building and assisted COCC Staff with both the OSU and COCC student move-ins earlier this month. The COCC IT Department completed several peripheral projects, including the installation of a power-monitoring display, and has installed a separate wireless network to support staff within the **Residence Hall** building. COCC IT Staff helped get Sodexo staff computer, printers, phone and point-of-sale systems relocated and online as part of the **Campus Center** remodel. In **Ochoco**, the COCC IT Department completed installation of the AV systems, printers, wireless network and more than 100 new and relocated PC's and phones to support faculty, staff and students in the building.



# Information Technology Update – September 2015

## Photos – Residence Hall



*Power Monitoring Software Installation – Lobby Display.*

The image shows two posters pinned to an orange wall. The left poster is for BendBroadband, featuring a dark blue background with the text '24 HOUR CATV AND WIFI SUPPORT', 'CATV', a TV icon, the BendBroadband logo, and the phone number '541-312-6600'. The right poster is for Apogee, featuring a dark grey background with the text 'WIFI', a WiFi icon, the Apogee logo, and the phone number '855-474-8491'. At the bottom of the posters, contact information for COCC Housing and Residence Life is provided: 'For all other housing questions call: COCC Housing and Residence Life at 541-383-7545'. Social media icons for text ('resnet' to 84700) and email (support@myresnet.com) are also present.

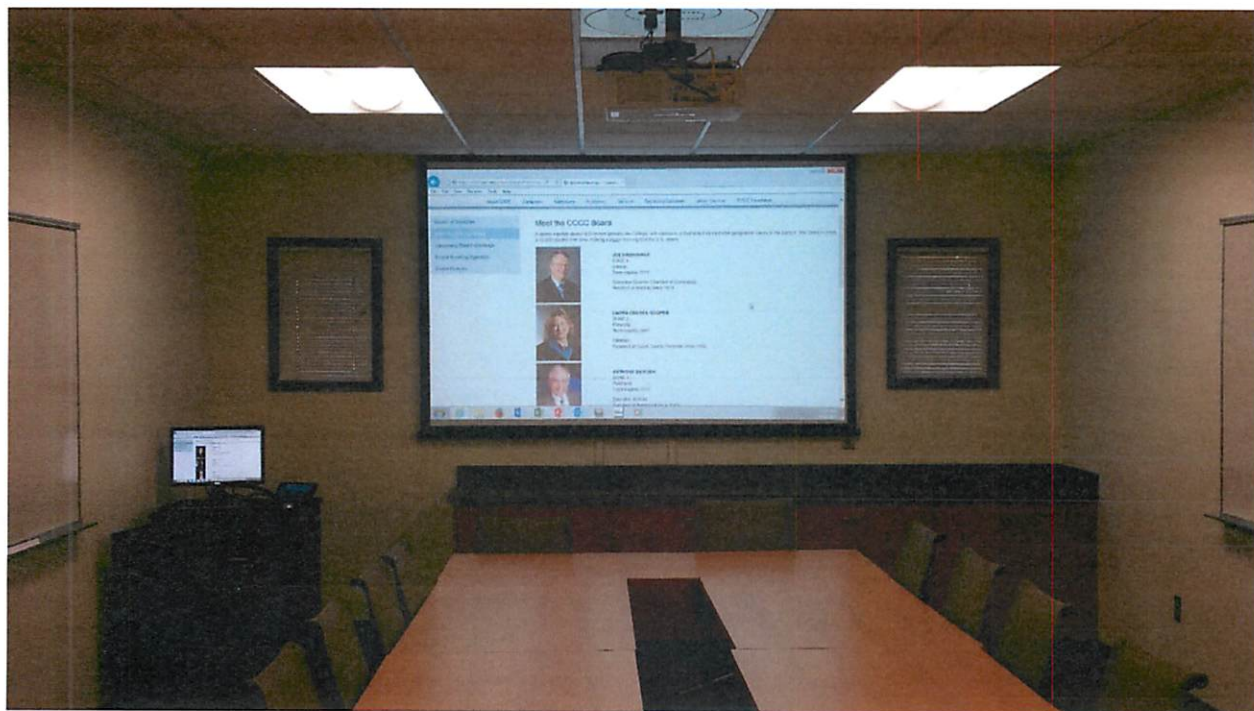
*Apogee & BendBroadband Student Posters – All Public Areas.*

# Information Technology Update – September 2015

## Photos – Ochocho Remodel



*Computer & AV System Installed & Tested – Computer Lab.*



*Computers & AV System Installed and Tested – Conference Room.*

## Information Technology Update – September 2015

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### Photo – Campus Center Remodel



*Computers, Phone & Printer Installed – New Office 106A*

### Upcoming Activities for October

Several minor punchlist items will be addressed by Convergent, Apogee and BendBroadband in the new **Residence Hall** before all low-voltage systems are turned over to COCC operational staff. COCC IT staff will work with staff and faculty to address any requests or concerns with their new offices as part of the within **Ochoco Remodel**. COCC IT staff will also work with Sodexo to install a timeclock as part of the **Campus Center Remodel**.

## Information Technology Update – September 2015

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**COCC Construction PM** - Rich Brecke, 541-330-4375, email: [rbrecke@cocc.edu](mailto:rbrecke@cocc.edu)

**COCC Construction PM** - Rick Hayes, 541-330-4391, email: [rhayes@cocc.edu](mailto:rhayes@cocc.edu)

**COCC Technology PM** - Darren McCrea, 541-383-7741, email: [dmccrea@cocc.edu](mailto:dmccrea@cocc.edu)

### **General Contractor, Residence Hall**

Lease Crutcher Lewis, LLC  
550 SW 12<sup>th</sup> Avenue  
Portland, OR 97205  
503-223-0500

### **General Contractor, Ochoco Remodel**

Griffin Construction, LLC  
8361 NE Meadow Ridge Rd.  
Prineville, OR 97754  
541-447-7237

### **General Contractor, Campus Center Remodel**

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



## HOUSING OPERATIONS REPORT Board of Directors' Meeting – September 2015

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### STRATEGIC PLAN CONNECTION

Institutional Sustainability: Objective IS.4, IS.6, IS.7  
Transfer and Articulation: Objective TA.1  
Workforce Development: Objective WD.1

### COCC RESIDENCE HALL RIBBON CUTTING

COCC hosted a ribbon cutting ceremony on September 17, with approximately 80 people in attendance, including representatives from Mahlum Architecture, Pinnacle Architecture, and Lease-Crutchler-Lewis. Many thanks to Stephanie Bilbrey and Ron Paradis for their work coordinating this event, as well as to David Ford, Laura Craska-Cooper, and John Mundy for their participation.

### OCCUPANCY UPDATE

Student Contracts, as of September 21:

- 5 new student started an application but has not yet finished it
- 5 students have submitted a complete application but have not yet paid a deposit
- 269 students have all steps above and are ready to move into the hall (84% occupancy). Of these,
  - 30 are returning students
  - 33 are OSU-Cascades students
  - 67 students are in-district
  - 202 students are non-residents (out-of-district, out-of-state)

### BUDGET UPDATE

The period between student move in and when materials were due for the Board of Directors' packet did not permit staff time to do a complete budget update and adjust for fall term occupancy numbers. Therefore, this information will be included in the November board packet.

### OPERATIONAL UPDATES

#### Community Assistant Training

Community Assistant (CA) training began on Saturday, September 12 and continued through Wednesday, September 23. A partial list of training topics included:

- Team building activities
- Diversity training, COCC Principles of Community, building community, being an ally
- Student support services (CAP Center, Tutoring & Testing, Library, Mazama Gym, etc.)

- Program and event planning
- “On duty” responsibilities (how to conduct rounds, staffing the desk, after hours cell phone, after hours emergency procedures)
- Student conduct, threat assessment, incident reports and emergency procedures
- Mental health first aid
- Strengths Finder (personality inventory)
- Front desk responsibilities

### **From RA to CA: Why the Change?**

Historically, student staff working in residence halls are referred to as “resident assistants” or RAs. COCC, like other institutions, recently changed this title to “community assistants” as this puts more emphasis on building a community within the residence hall as opposed to focusing on individuals residents. The intent is that if there is a greater sense of community amongst residents, then residents will feel a stronger connection to the institution, thereby positively influencing the student’s experience.

### **Move-In Update**

OSU-Cascades students moved in on Sunday, September 20 as their classes began on September 23. COCC students moved in on Thursday, September 24 with the help of more than 30 faculty and staff volunteers who served as greeters, direction-givers, and movers. Staff will debrief move-in processes in the coming weeks in order to inform future move-in dates.

### **Resident Student Orientation**

#### Thursday, September 24

Students will start the year off with a floor/community meeting on Thursday evening. Topics include introductions and teambuilding, developing community standards and expectations, activity and event ideas, and a review of key policies (drug and alcohol free campus, quiet hours, smoking, emergency procedures, guests, etc.) and related topics. Campus Public Safety will also participate for specific portions of the discussions.

#### Friday, September 25 – Sunday, September 27

All COCC residence hall students participated in Bobcat Orientation, COCC’s new student orientation program. The Community Assistant staff planned all-hall and community specific meetings and activities, including teambuilding events, movies, games, and other social events for the remainder of the weekend.

## **MARKETING UPDATES**

Staff worked with a local videographer to develop a three to four minute promotional video that will be complete in time for winter term recruitment and should serve as a good tool for several years. The College will use the video on the COCC website, via social media, and in email communications.

Mahlum Architects also conducted a photo shoot in late September. All images will be available for COCC use once finalized.

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

**Prepared by:** Alicia Moore, Dean of Student & Enrollment Services  
Shawna Elsberry, Director of Student Retention

<b>Subject</b>	Bobcat Orientation – Program Overview
<b>Strategic Plan Themes and Objectives</b>	
Institutional Sustainability	I.S.8: Support enrollment and success of underrepresented students; IS.9: Expand access throughout the district with long-term strategies for educational services in underserved areas
Transfer and Articulation	TA.1 - Maximize support services, from entrance to transfer, to promote access and success for students intending to transfer.
Workforce Development	WD.1 - Maximize support services, from entrance to completion, to promote successful completion of CTE programs.

**Program History**

Several years ago, COCC’s Strategic Enrollment Management Committee identified the need for the College to be more intentional and strategic about identifying key strategies known to positively influence student retention and completion, and to hire the appropriate resources to bring those strategies to fruition. To this end, the College created a Director of Student Retention position whose primary responsibilities were to help operationalize the identified strategies, one of which included creating a new student orientation program. Titled Bobcat Orientation, the program was first piloted on the Redmond, Madras and Prineville campuses in winter 2012 and fully launched on all four campuses in fall 2013.

**Program Overview**

Bobcat Orientation (BCO) is marketed towards all new, returning after an absence, or transfer certificate- and degree-seeking students and is scheduled for the Friday prior to the start of each term. The rationale for this particular date is to appeal to the “just-in-time” activities which may help a student be successful during their first few weeks of the term. The day’s activities include a series of workshops led by a faculty/staff/student team. Workshop and activities highlights:

- “The First Three Weeks” Workshop (70 minutes): During this interactive workshop, faculty and staff lead students through a series of small group exercises and resource sharing which help tease out those early-in-term activities which are critical to a student’s success.

- “Student Account Essentials” Workshop (70 minutes): During this workshop, faculty and staff guide students through the process of logging into Bobcat Web Account (registration, financial aid, tuition payment), BlackBoard (online tool used in nearly all classes for homework submission, chat rooms, and grade tracking), and student email. Additionally, students sign up for SALT, COCC’s financial aid literacy, loan default prevention, and scholarship resource tool and participate in a financial aid “scavenger hunt” to learn key information about financial aid policies.
- “Mindset and Mapping” Workshop (30 minutes): Colleges and universities are adopting a recently emerging concept of “the Growth Mindset”, which indicates that learning is based on persistence and effort, not just a predetermined or self-identified level of intelligence. The goal of this workshop is to dispel any concerns or anxieties students may bring about their past academic experiences and motivate them to start an active and intentional three week transition to college.
- Post-Event Activities: Students may get their parking permits, ask for additional technology account assistance, get answers to last minute financial aid questions, buy books, find out about clubs and activities, and related services.

The event takes significant participation from faculty and staff from across campus to help make it successful. Going into fall 2015, more than 100 faculty and staff, 30 students, and one Board member came together to serve 658 students (Bend = 506; Redmond = 75; Madras = 44; and Prineville = 33). This represents approximately 45% of new, first-time students; returning and transfer participation rates will be determined in the near future.

The program is offered on all four campuses just prior to fall and winter term and in Bend and Redmond only for spring and summer.

### **Early Indicators**

In fall 2014, 623 new students participated in BCO, representing 34% of new students for that quarter. Historically, students who participate in BCO have a +0.25% higher GPA, 7% higher term-to-term retention rate, and 11% higher year-to-year retention rate. While causality cannot be easily determined, these numbers represent a positive direction towards improved student success metrics.

### **Future Direction**

Student participation in BCO is optional. However, as part of potential Title III grant activities, the College will consider whether BCO should be mandatory for students. If so, the College would then identify whether the mandatory option applies to all students or a specific cohort (e.g., certificate- or degree-seeking students only).

Given the volume of students who participate in fall term orientation, space limitations and the number of volunteers needed to manage fall term orientation, the College needs to consider how to best staff and deliver fall term orientation activities.





Board Meeting Date: October 7, 2015

Exhibit: 6.e

Approval: \_\_\_\_\_

Motion: \_\_\_\_\_

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

Prepared by: Jenni Newby-Interim Executive Instructional Dean

Subject	Student Success Report
<b>Strategic Plan Theme(s) and Objectives</b>	
Institutional Sustainability	<b>IS.8</b> - Support enrollment and success of underrepresented students.
Transfer and Articulation	<b>TA.2</b> - Maintain and strengthen student opportunities to make progress toward degree completion and/or transfer. <b>TA.3</b> - Provide students a high-quality general education.
Workforce Development	<b>WD.3</b> - Maintain and strengthen student opportunities in CTE programs for students to achieve program completion and employment in their area of study.
Basic Skills	<b>BS.4</b> - 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.
Lifelong Learning	
<b>Prepared By</b>	<b>Jenni Newby, Interim Chief Academic Officer</b>

**ENSURING STUDENT SUCCESS THROUGH THE REDESIGN OF DEVELOPMENTAL EDUCATION: Update to the COCC Board of Directors**  
Background:

- 2013 – 2014: Developmental Education Redesign Work Group established which consisted of teams of four from each of Oregon’s 17 community college campuses.
- 2014 – 2015: Implementation Phase I (development of plan and initial implementation)
- 2015 – 2016: Implementation Phase II (implementation of plan)

**COCC Developmental Education Redesign Implementation Phase I and II**

During the 2014-15 academic year, each community college in Oregon was asked to identify a Developmental Education Redesign Team that would work together to determine which of the recommendations, that had been developed by the statewide workgroup, would be implemented at each institution. Once each college selected a team, the college selected a team leader who participated in monthly meetings in Salem. The expectation was that the team leader would engage in activities with colleagues from the 17 community colleges and replicate the planning activities on their campuses with their college team. Additionally, the State sponsored one meeting where all teams travelled to Salem to spend a day developing a plan for redesigning developmental education at their colleges. COCC’s Developmental Education Redesign Team consisted of the following individuals: Jenni Newby, Instructional Dean; Doug Nelson, Math Faculty; Kathy Smith, Math Faculty; Vickery Viles, CAP Center Director; Eleanor Sumpter-Latham, English Faculty; Stacey Donohue, English Faculty; and Tina Hovekamp, Director of the Library. The lead for the COCC Developmental Education Redesign Team was Jenni Newby.

**Development of the COCC Developmental Education Redesign Implementation plan**

The COCC Developmental Education Redesign Team participated in a full day meeting in Salem in the fall of 2014 where they worked with a national facilitator to determine which recommendations COCC planned to implement. Once the team chose recommendations, the team members collaborated to develop a plan that included goals, outcomes, metrics for goal attainment, and identification of people responsible for implementation of the recommendation. The team selected recommendations in the areas of reading and writing, math, and advising. Listed below is information about the recommendation that the COCC team selected for Reading and Writing as well as the corresponding goals/outcomes, metrics, person responsible, and status of attaining the goals. For the November meeting, the Student Success Report will provide information about the implementation of the Math recommendation. For the December meeting, the Student Success Report will provide information about the status of implementing the advising recommendation.

**Recommendation for Reading and Writing:** “Institutions should consider strongly the adoption of models that accelerate learning to reduce exit points and support students’ entry into college courses, including career and technical course” (Developmental Education Redesign: Decreasing Attrition and Time to Completion in Oregon’s Community Colleges, 2014).

**COCC’s Developmental Reading and Writing Redesign Implementation Plan**

<b>Goals/Actions</b>	<b>Result</b>	<b>Metrics</b>	<b>Responsibility</b>	<b>Status</b>
<b>Winter 2015</b> <ul style="list-style-type: none"> <li>➤ Assess WR60 summaries</li> <li>➤ Revise rubric and re-assess</li> <li>➤ Determine training issues &amp; goals</li> </ul>	<ul style="list-style-type: none"> <li>➤ Evidence for mandatory placement into WR65</li> <li>➤ Determine whether we need WR95</li> <li>➤ Determine whether combined Reading &amp; Writing idea works</li> </ul>	<ul style="list-style-type: none"> <li>➤ Percent of students who begin in Developmental Ed and receive a degree, certificate, or transfer to 4-year institution</li> </ul>	<b>Developmental Ed Team Leader</b> <ul style="list-style-type: none"> <li>➤ Jenni Newby</li> </ul> <b>Point Person(s)</b> <ul style="list-style-type: none"> <li>➤ Eleanor Sumpter-Latham (Terms 1/2)</li> </ul>	As of October 7, 2015, 4 training sessions conducted for faculty who teach Writing 60 and 65. 8 PT faculty and 4 FT faculty have attended the training session.

<ul style="list-style-type: none"> <li>➤ 1st training for WR60 faculty</li> </ul> <p><b>Spring 2015</b></p> <ul style="list-style-type: none"> <li>➤ 2<sup>nd</sup> training for WR60 faculty</li> <li>➤ Assess WR65 summaries</li> <li>➤ Revise WR65 rubric &amp; re-norm</li> <li>➤ 3<sup>rd</sup> training for WR60 faculty</li> </ul> <p><b>Fall 2015</b></p> <ul style="list-style-type: none"> <li>➤ 4<sup>th</sup> training for WR60 faculty</li> <li>➤ Determine training issues &amp; goals for WR65</li> <li>➤ 1<sup>st</sup> training for WR65 faculty</li> <li>➤ 5<sup>th</sup> training for WR60 faculty</li> </ul> <p><b>Winter 2016</b></p> <ul style="list-style-type: none"> <li>➤ 2<sup>nd</sup> training for WR65 faculty</li> <li>➤ Assess data requested in Winter 2015</li> <li>➤ 3<sup>rd</sup> training for WR65 faculty</li> </ul> <p><b>Spring 2016</b></p> <ul style="list-style-type: none"> <li>➤ 4<sup>th</sup> training for WR65 faculty</li> <li>➤ Revise WR60 based on assessment data</li> <li>➤ Training for WR60 &amp; WR65 faculty</li> </ul> <p><b>Fall 2016</b></p> <ul style="list-style-type: none"> <li>➤ Revise WR65 based on data</li> <li>➤ Review revisions to WR60</li> </ul>	<ul style="list-style-type: none"> <li>➤ Effective teaching of reading</li> <li>➤ Meet the needs of both CTE and Transfer students in the Developmental Ed classroom/courses</li> </ul>	<ul style="list-style-type: none"> <li>➤ Success rates in first year completion of Writing courses</li> <li>➤ Percentage of Faculty trained in Reading</li> </ul>	<ul style="list-style-type: none"> <li>➤ New hire Co-Chair (Terms 2/3/4)</li> <li>➤ Stacey Donohue – data/metrics</li> </ul> <p><b>Support</b></p> <ul style="list-style-type: none"> <li>➤ Tina Hovekamp – Library (Dev Literacy)</li> </ul> <p><b>Upline</b></p> <ul style="list-style-type: none"> <li>➤ Jenni Newby</li> </ul>	<p>The training sessions have focused on the following topics critical to developmental writing and reading:</p> <p>Session 1: WR 60 Teaching Academic Reading and Annotation for Academic Purposes</p> <p>Session 2: WR 60 Teaching Critical Thinking, Outline and Summarizing</p> <p>Session 3: WR 60 Just in Time Remediation, Gambler’s Editing and limited ink grading</p> <p>Session 4: WR 65 Summary Assessments, 1<sup>st</sup> Week writing samples, vocabulary development options</p>
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