



**CENTRAL OREGON
COMMUNITY COLLEGE**

Board of Directors' Meeting – AGENDA
Wednesday, September 8, 2010 – 6:00 PM
Christiansen Board Room, Boyle Education

TIME**	ITEM	ENC.*	ACTION	PRESENTER
6:00 pm	I. Call to Order			Miller
6:05 pm	II. Introduction of Guests			
6:10 pm	III. Agenda Changes			
6:10 pm	IV. Public Hearing and Testimony A.			
6:15 pm	V. Consent Agenda*** A. Minutes			
	1. Regular Meeting-July 13, 2010	5.a1	X	Smith
	2. Special Teleconference Mtg. - Sept. 1, 2010	5.a2	X	
	B. Personnel			
	1. New Hire Report (July-August 2010)	5.b1	X	Buckles ^A
	C. Approval to Hire (Kalasky/Stahn)	5.c	X	Hilgersom ^A
	D. Approval to Hire (Bellusci)	5.d	X	Buckles ^A
	E. Approval to Hire (Boehme)	5.e	X	Buckles ^A
	F. Approval to Hire (Homan)	5.f	X	Buckles ^A
6:20 pm	VI. Information Items			
	A. Institutional Effectiveness & Expanding Access	6.a		Pierce ^A
	B. Enrollment Update	6.b*		Moore ^P
	C. Financial Statements	6.c		Bloyer ^A
	D. Endowments Report-COCC Foundation			Middleton/Weaver ^P
6:45 pm	VII. Old Business			
	A. Update: Madras Campus			McCoy ^P
7:00 pm	VIII. New Business			
	A. Naming of the new Culinary Building	8.a	X	Middleton ^P
7:10 pm	IX. Board of Directors' Operations			Miller
	A. Governing Board Policies- Review for Retreat	9.a*		
	B. Board Member Activities			
7:35 pm	X. President's Report			Middleton ^P
	A. State Budget Cuts			
	1. Institutional Impact and Responding Strategies			

XI. Dates

- A. Monday, September 20 – First Day of Fall Term
- B. Tuesday, September 28 – Annual, “Feast At The Old Mill”
Anthony’s HomePort Restaurant at The Old Mill – \$100 per ticket
(space is limited) - call 541-318-3783 to reserve ticket(s)
Fundraising Event to benefit the Culinary Program
- C. Friday/Saturday, October 1-2 “Fall” Board Retreat

7:50 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
Tuesday, July 13, 2010 – 6:00 PM
Christensen Board Room, Boyle Education Center

PRESENT: Dr. Joyce Garrett, Connie Lee, John Overbay, Charley Miller, David Ford, Ron Bryant-Board Attorney, Dr. James Middleton-President, Julie Smith- Executive Assistant.

ABSENT: Donald Reeder and Anthony Dorsch

ELECTION 2010-11 CHAIR & VICE CHAIR:

Ms. Connie Lee moved to elect Mr. Charley Miller as Chair of the Board of Directors' for 2010-11. Mr. John Overbay seconded. MCU. Approved. M07/10:1

Ms. Connie Lee moved to elect Mr. David Ford as Vice Chair of the Board of Directors' for 2010-11. Mr. John Overbay seconded. M07/10:2

FORMAL INTRODUCTIONS & WELCOME:

President Middleton introduced and formally welcomed newly hired Dr. Karin Hilgersom-Vice President for Instruction and Dr. Michael Holtzclaw-Instructional Dean.

INTRODUCTION OF GUESTS: Rick Hayes, Matt McCoy, David Dona, Lisa Bloyer, Eric Buckles, Diana Glenn, Julie Mosier, Jim Jones, Gene Zinkgraf, Carol Moorehead, Julie Downing, Jim Weaver, Ed Sea, Mark Stoller, Diana Fischetti, Sheila Miller-The Bulletin.

PRESENTATION:

President Middleton presented a "gavel plaque" to out-going board chair Dr. Joyce Lynn Garrett. President Middleton thanked and complimented Dr. Garrett for her professionalism as board chair and her state-level contributions for the 2009-10 year.

AGENDA CHANGES: Addition: Consent – Approval to Hire: Exhibits: 7.f, thru 7.l

CONSENT AGENDA:

Mr. David Ford moved to approve the Consent Agenda (Exhibit: 7). Mr. John Overbay seconded. MCU. Approved. M07/10:3

BE IT RESOLVED that the Board of Directors' approved the Meeting Minutes of June 9, 2010 and July 6, 2010 (Exhibits: 7.a1 & 7.a2);

BE IT RESOLVED that the Board of Directors' reviewed and approved the June 2010 New Hire Report (Exhibit: 7.b);

BE IT RESOLVED that the Board of Directors' approves the employment contracts for Underdal, Lane, Redgrave, Niswonger, Diaz, Sandoval, Bennett, Brecke, Zinkgraf and Viola (Exhibits: 7.c thru 7.l).

INFORMATION ITEMS:

Financial Statements – (Exhibit: 8.a)

The Board of Directors' were apprised of the May 2010 Financial Statements.

Updates: Summer Enrollment & Financial Aid

Ms. Alicia Moore-Dean of Enrollment and Student Services, reviewed PowerPoint presentation:

- Credit Enrollment
 - Summer 2010 Headcount
 - Degree, Residency and Gender
- Financial Aid
 - Summer 2010 – Grants, Scholarships, Loans, Aid
 - Cost of Attendance, Average Aid Packages.

State Board of Ed Actions – State Funding 2010-11

President Middleton reviewed that due to the funding shortfall, Governor Kulongoski instituted a 9% across the board cut to all agencies, resulting in COCC receiving a \$400K reduction in state funding.

Potential State Modification of Funding

President Middleton discussed the dilemma of how to respond to the continuing spiral of fewer state dollars per student with enrollment increases. COCC's percentage of total state enrollment grew from 4% to a 5.2%-30% increase. If the funding change is implemented, COCC grew at the right time. COCC cannot however, count on future increases of State funds.

Federal Grant-Prineville Campus

President Middleton reviewed that COCC has allocated \$1M for the Prineville campus. We are seeking partnerships with the County and the OSU-Extension (Open Campus) for a more comprehensive shared facility.

The consortium of COCC, Crook County and OSU-Extension has been awarded a federal grant for \$3.9M for equipment –construction and initial staffing. This will provide a significant “shot in the arm” for the project, while the design, managing entity, and the legal parameters for the shared facility are upcoming issues to be resolved.

Construction Bidding Process – (Exhibit: 8.f)

Mr. Gene Zinkgraf-Director of Construction and Mr. Joe Viola-Interim Director of Campus Services, reviewed that in the upcoming months COCC will be involved in numerous facility projects. The staff clarified the processes for developing, evaluating, and adjusting project bids.

OLD BUSINESS:

Health Careers and Science Buildings - (Handout: 9.a)

Mr. Mark Stoller from YGH Architects, reviewed (Handout: 9.a) covering:

- General Project Information
- Health Careers Building
- Science Building.

Ms. Diana Fischetti-Commercial Outreach Specialist at Earth Advantage, Inc., spoke of the Earth Advantage certification process reviewing the Silver, Gold and Platinum levels of certification for the upcoming COCC building projects.

NEW BUSINESS:

Approval-Employer Health Insurance Increase – CACOCC – (Exhibit: 10.a)

Dr. Joyce Lynn Garrett moved to approve a 6.9% increase to the employer contribution for health insurance for eligible classified employees in the 2010-11 insurance year (Exhibit: 10.a). Mr. John Overbay seconded. MCU. Approved. M07:10/4

Approval-Health Insurance Increase-ABE (Exhibit: 10.b)

Ms. Connie Lee moved to approve a 6.9% increase to the employer contribution for health insurance for eligible ABE Instructors for the 2010-11 insurance year. Mr. David Ford seconded. MCU. Approved. M07:10/5

Approval-Salary/Health Care Contribution for Administrative, Professional/non-Managerial, Confidential and Supervisory (Exhibit: 10.c)

Ms. Connie Lee moved to approve the 2.0% increase to the base salaries for the administrative, professional/non-managerial, confidential and supervisory employees retroactive to July 1, 2010 and increase in the College's health care contribution (cap) to 90% (\$1216.)and continue to require all employees participating in the group health insurance to pay a minimum of 10% of the applicable premium. Mr. John Overbay seconded. MCU. Approved. M07:10/6

Presidential Contract (Exhibit: 10.d1)

Ms. Connie Lee moved to approve the employment contract for James E. Middleton, President of Central Oregon Community College. Mr. David Ford seconded. MCU. Approved. M07:10/7

Commendation (Handout: 10.d2)

The Board of Directors' completed its annual performance evaluation for Dr. James E. Middleton and extended to him the highest commendation for his performance as President of Central Oregon Community College, noting that President Middleton is doing an excellent job of anticipating the current and future needs of the college.

BOARD OF DIRECTORS' OPERATIONS:

Committee Assignments – (Exhibit: 11.a)

The Board of Directors were apprised of the Committee Assignments for 2010-2011.

August Board Meeting Cancellation

Ms. Connie Lee moved to approved suspension of the rules in accordance with Policy GP 9 to cancel the scheduled August 11, 2010 Board of Directors' Meeting.
Dr. Joyce Lynn Garrett seconded. MCU. Approved. M07/10:8

BOARD OF DIRECTORS' OPERATIONS:

Board Member Activities

Mr. Miller	OSU-Cascades Honors Awards/Graduation COCC Commencement Ceremony Summit High School Graduation Culinary Bldg. Bid Opening Mazama Bldg. Bid Opening Special Board Meeting of July 6 Meeting w/President Middleton
Ms. Lee	Bend High School Awards Ceremony Marshall High School Graduation Conversations w/newly elected Board Chair COCC Commencement Ceremony
Mr. Ford	Culinary Bldg. Bid Opening Conversation w/newly elected Board Chair Special Board Meeting of July 6
Mr. Overbay	La Pine High School Scholarship/Awards Ceremony Real Estate Meeting re: Student Center Culinary Bldg. Bid Opening Special Board Meeting of July 6 – by phone
Dr. Garrett	Handed our Diplomas at COCC Commencement OSU-Cascades Graduation Open Campus meeting Ford Family-Foundation meeting HEAT Report – reviewed/comments Culinary Bldg. Bid Opening Input for Presidents' Evaluation Committee Principalship for Powell Butte Charter School for 2010-11

Board of Directors' Fall Retreat

October 1-2, 2010

PRESIDENT'S REPORT:

- President Middleton reviewed the HEAT Report–submission to the State Board of Higher Ed.

ADJOURN: 8:30 PM

APPROVED;

ATTEST TO;

Mr. Charley Miller-Board Chair Elect

Dr. James E. Middleton, President



CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Teleconference Meeting –
MINUTES
Wednesday, September 1, 2010 – 5:00 PM
Christiansen Board Room, Boyle Education Center

Present:

In-Person – Charley Miller, David Ford,
Jim Middleton-President, Julie Smith-Executive Assistant

By Phone – Anthony Dorsch, Donald Reeder

Absent: Connie Lee, Dr. Joyce Lynn Garrett, John Overbay

Guests: Gene Zinkgraf, Matt McCoy, Ron Paradis, Joe Viola, Kevin Kimball

Bid Award – Regency Parking Lot (Exhibit: 3)

Mr. Gene Zinkgraf-Director of Construction, reviewed that the Regency Street Parking Lot will provide 147 additional parking spaces at the Awbrey Campus.

Mr. Donald Reeder moved to authorize President Middleton or his designee to negotiate and enter into a contract for the Regency Parking Lot construction at the Awbrey Campus with Hooker Creek Companies, LLC. Mr. Anthony Dorsch seconded. MCU. Approved. M09/10:1

5:05 pm IV. Adjourn

APPROVED;

ATTEST TO;

Mr. Charley Miller-Board Chair Elect

Dr. James E. Middleton, President

Central Oregon Community College

Board of Directors

NEW HIRE REPORT – JULY AND AUGUST 2010

Name	Date Hired	Job Title
Classified Full-Time		
Hoffman, Elizabeth	8/23/2010	Bookstore Buyer 1
Miller, Ross	8/9/2010	Custodian
Seiber, Pamela	8/20/2010	Custodian
Part-Time Faculty		
Jacobson, Erik	7/26/2010	Part-Time Faculty
Minney, Amber	7/19/2010	Part-Time Faculty
Polvi, Vanessa	7/29/2010	Part-Time Faculty
Russell, Tony	7/26/2010	Part-Time Faculty
Temporary Hourly		
Allen, Jeremy	7/13/2010	
Anstine, Rebecca	7/10/2010	EMT Lab Assistant
Bailey, Holly	7/1/2010	Office Assistant
Bernard, Megan	7/12/2010	Testing Proctor/Office
Blankenship, David	7/1/2010	EMT Lab Assistant
Bradford, Dylan	7/1/2010	EMT Lab Assistant
Braido, Christopher	7/23/2010	Student Workers
Buckner, Summer	7/1/2010	Student Workers
Carlson, Sally	7/1/2010	EMT Lab Assistant
Dumas, Kristin	8/1/2010	Merchandise Assistant
Field, Trisda	7/15/2010	Student Workers
Fisher, Scott	7/1/2010	Student Workers
Graves, Brandy	8/4/2010	Merchandise Assistant
Hatch, Mandy	7/23/2010	Student Workers
Kuhnmuench, Jordan	7/29/2010	Simulator Instructor
Lawrence, William	7/6/2010	Simulator Instructor
McGarvey, Anthony	7/1/2010	EMT Lab Assistant
McVey, Ian	7/1/2010	EMT Lab Assistant
Moline, Andrew	8/1/2010	Cashier
Moye, Jamie	7/1/2010	Student Workers
Olson, Johanna	7/1/2010	On call Phys Lab Testing
Pearce, Valerie	7/1/2010	Teaching Assistant
Peden, Travis	7/1/2010	Campus Tour Guide
Petersen, Sara	7/1/2010	Student Workers
Pitkin, Cheryl	7/27/2010	Office Specialist III
Salladay, Kristal	7/23/2010	Student Workers
Sorenson, Sarah	7/1/2010	Student Workers
Thorp, Noah	7/23/2010	Student Workers
Valley, Ryan	7/1/2010	Student Workers
Velasquez, Andrew	7/6/2010	Student Workers

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Karin Hilgersom-Vice President for Instruction

A. Action Under Consideration

Approve the contract for Richard Kalasky and Leeann Stahn.

B. Discussion/History

The Full-time Temporary Instructor of Emergency Medical Services is a replacement position.

The Full-time Temporary Instructor of Health Information Technology contract for Leeann Stahn is a new position.

C. Options/Analysis

Approve the contracts for Richard Kalasky and Leeann Stahn.

Decline approval of the contracts for Richard Kalasky and Leeann Stahn.

D. Timing

For the 2010-11 academic year.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approves the contracts for Richard Kalasky and Leeann Stahn for the 2010-11 academic year.

F. Budget Impact

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

G. Miscellaneous

**Richard Kalasky
One-Year Temporary Instructor of Emergency Medical Services**

Richard Kalasky holds a Bachelor's degree in Business Management and Organizational Psychology from Georgia Institute of Technology, and a certificate in Paramedic Technology from North Metro Technical College. He has fifteen years of experience in emergency services, working both in the field and in educating and training emergency services technicians.

**Leeann Stahn
One-Year Temporary Instructor of Health Information Technology**

Leeann Stahn taught at COCC as a full time temporary instructor during the 2007-08 academic year and has continued to teach on a part time and adjunct basis during the subsequent years. She graduated with honors with an AAS in Health Information Technology and holds certificates in medical transcription and electronic medical billing. She is also a Registered Health Information Technician through the American Health Information Management Association.

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve employment contract for **Sharon Bellusci**, Full-time Student Services Technology Coordinator.

B. Discussion/History

The employment contract for Sharon Bellusci is for an administrative position. This position was filled through an external Regional College search.

C. Options/Analysis

Approve the employment contract for Sharon Bellusci.
Decline approval of the employment contract for Sharon Bellusci

D. Timing

This position is appointed for a 12 month employment contract each fiscal year. For the 2010-11 fiscal year the initial employment contract period will be from August 30, 2010 through June 30, 2011. As with all other exempt employees, a new contract will be prepared for the next fiscal year that begins July 1.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the employment contract for Sharon Bellusci.

F. Budget Impact

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

G. Miscellaneous

Ms. Bellusci is currently employed by CQuest Technologies, where she designs functional specifications and testing document for the WIC program. Other work experience includes project visioning and scope definition, process analysis and documentation, testing and training and related activities for Nexsys, Inc., OrCom Solutions, AT & T Wireless Services and US West Communications. Ms. Bellusci has more than 20 years in business process analysis and researching associated solutions, and holds a bachelor's degree in computer science and math from the University of Puget Sound.

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve employment contract for **Laura Boehme**, Full-time Assistant Director ITS / Infrastructure.

B. Discussion/History

The employment contract for Laura Boehme is for an administrative position. This position was filled through an external Regional College search.

C. Options/Analysis

Approve the employment contract for Laura Boehme.
Decline approval of the employment contract for Laura Boehme

D. Timing

This position is appointed for a 12 month employment contract each fiscal year. For the 2010-11 fiscal year the initial employment contract period will be from August 16, 2010 through June 30, 2011. As with all other exempt employees, a new contract will be prepared for the next fiscal year that begins July 1.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the employment contract for Laura Boehme.

F. Budget Impact

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

G. Miscellaneous

Ms. Boehme received her Master's degree in Adult Ed-Workforce Training and Community College Teaching from OSU in Corvallis and her Bachelor's degrees in International Relations and Spanish Translation from Brigham Young University in Provo, Utah. Ms. Boehme has worked for GL Suite in Bend for over five years as a Systems and Training Manager. Prior to GL Suite, she worked part-time as the Managing Editor of for the HR Development Quarterly at OSU.

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve employment contract for **Cynthia Homan**, Full-time Web Developer / Systems Programmer.

B. Discussion/History

The employment contract for Cynthia Homan is for an administrative position. This position was filled through an external Regional College search.

C. Options/Analysis

Approve the employment contract for Cynthia Homan.
Decline approval of the employment contract for Cynthia Homan

D. Timing

This position is appointed for a 12 month employment contract each fiscal year. For the 2010-11 fiscal year the initial employment contract period will be from August 30, 2010 through June 30, 2011. As with all other exempt employees, a new contract will be prepared for the next fiscal year that begins July 1.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the employment contract for Cynthia Homan.

F. Budget Impact

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

G. Miscellaneous

Ms. Homan received her Bachelor of Arts Degree in Political Science from Washington University in Missouri. Ms. Homan has over 15 years of experience working in the IT field developing applications, designing databases, and managing projects. She has expertise with complex web development and relational databases in addition to many other IT skills. She has been a self-employed contractor for the past several years after working with several other companies in Oregon.

Board Priorities and Institutional Effectiveness | 2009- 2011

BOARD PRIORITY

Access and Success – Strengthen student and community access to educational opportunity and success

METHOD

By expanding access in outlying communities including strategies for educational services in geographic areas which may be underserved

MEASUREMENT

- ✓ Student activity in locations outside Bend
- ✓ Student activity on the Redmond campus
- ✓ Students living near communities with planned facility development
- ✓ Students taking online/hybrid credit courses – Where do they live?
- ✓ Summary of student services available off Bend campus

TARGET

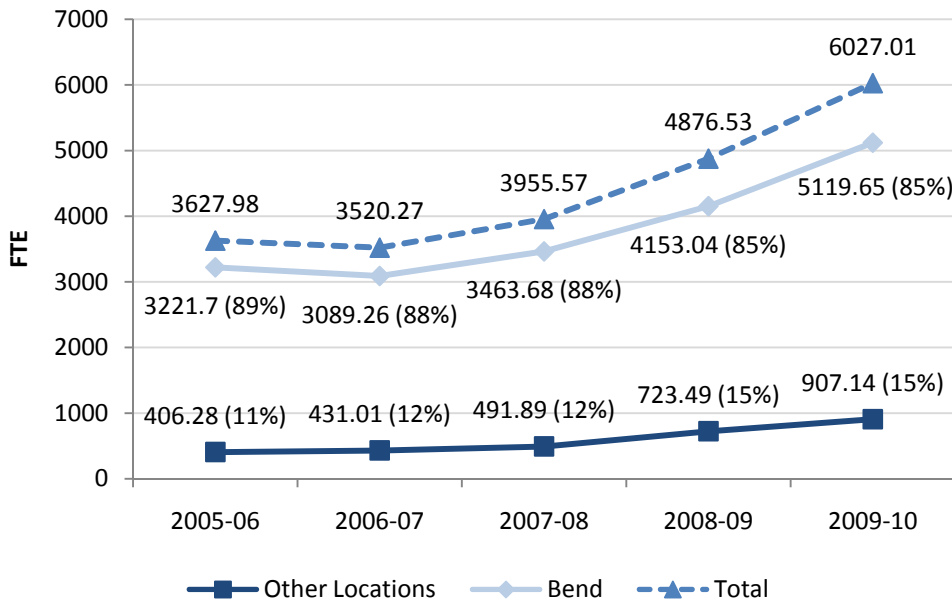
Targets are emerging through work on the Institutional Strategic/Comprehensive Plan, the Strategic Enrollment Management Plan and Instructional Planning and will be incorporated into the Institutional Effectiveness reports as they develop.

COCC STRATEGY & PROGRESS

The College is actively expanding access to educational opportunities in geographic areas outside Bend by adding the Redmond Technology Education Center, Madras Education and Training Center, and a facility in Prineville (see the Facility Development Institutional Effectiveness Report, June 2009). These facilities as well as increased student services provided in these areas will dramatically increase a student’s ability to access higher education.

✓ Student activity in locations outside Bend

**Student Activity (FTE) Generated in Locations Outside Bend
(Includes High School Programs)**



Student activity (FTE) generated in other locations has increased from 11% to 15% since 2005-06.

In 2009-10, FTE in other locations was predominately from:

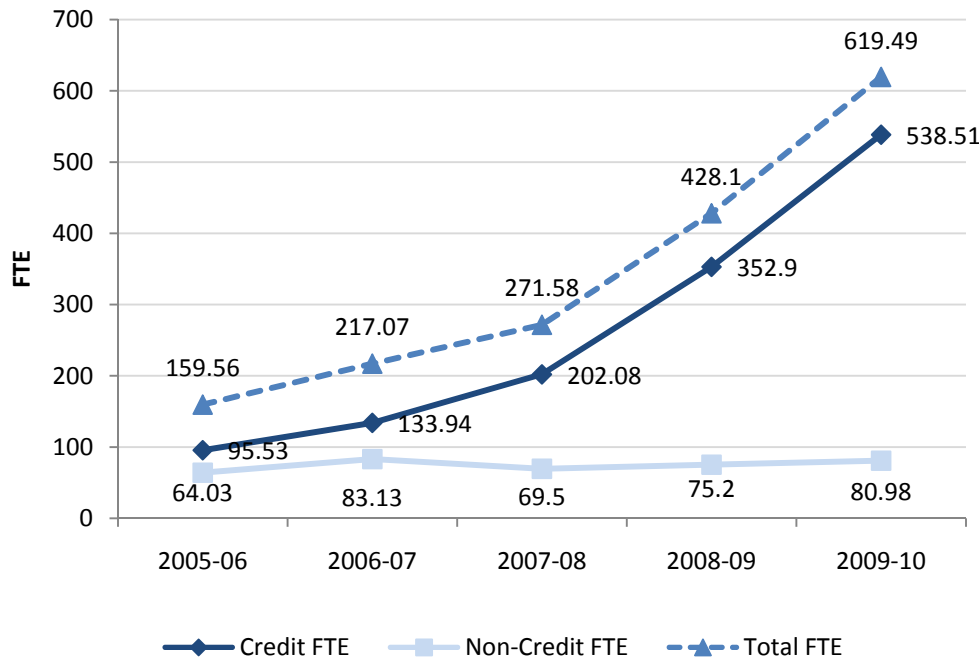
- Redmond campus: 68% (see details on page 2)
- Deer Ridge Correctional Institution: 8%
- Madras/Culver: 8%

NOTE: FTE (Full-Time Equivalent) is equal to total enrolled clock hours/510. Online course FTE excluded.

Board Priorities and Institutional Effectiveness | 2009- 2011

✓ Student activity on the Redmond campus

Redmond Campus Student Activity (FTE)



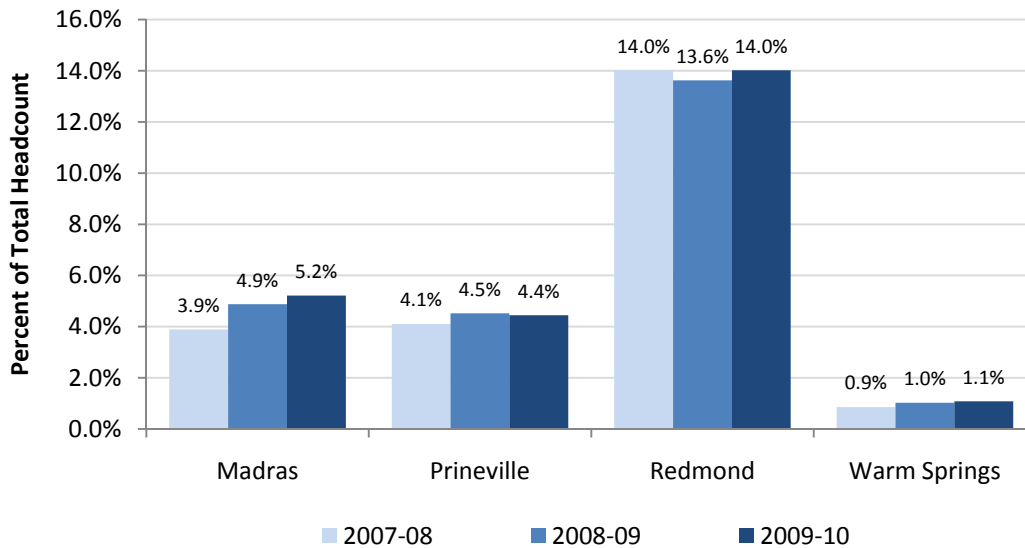
Since 2005-06, FTE generated on the Redmond campus has increased dramatically:

- Credit: 464%
- Non-Credit: 26%
- Total: 288%

The number of credit courses offered at the Redmond campus increased from 193 in 2005-06 to 413 in 2009-10 -- a 114% increase.

✓ Students living near communities with planned facility development

Percent of COCC Students Who Live Near Communities with Planned Facility Development



The percent of COCC's total headcount from these communities has stayed the same or increased slightly over the past three years.

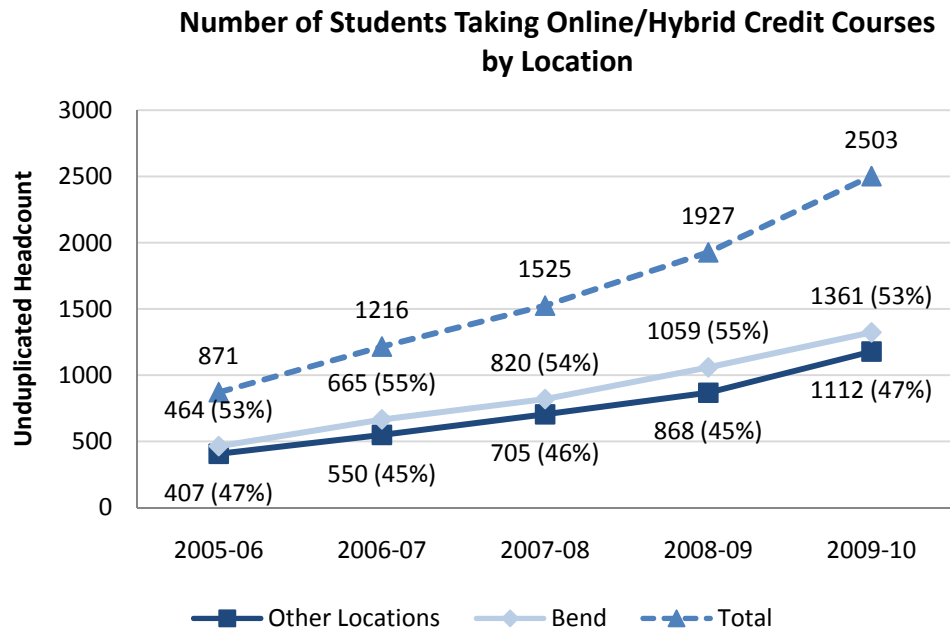
It is expected that these percentages will increase greatly in the next few years with additions of:

- Redmond Technology Education Center (2012)
- Madras Education and Training Center (2011)
- Prineville facility (2011)

Note: Where a student lives is based on current mailing zip code.

Board Priorities and Institutional Effectiveness | 2009- 2011

✓ Students taking online/hybrid credit courses – Where do they live?



The number of credit students taking online/hybrid courses has increased 184% since 2005-06.

In 2009-10, The College offered 162 online and 62 hybrid credit courses – an increase from 55 online and 9 hybrid courses in 2005-06.

The percentage of students taking online/hybrid courses who live in Bend and who live in other locations has averaged 54% and 46%, respectively.

✓ Summary of student services available off Bend campus

The College strives to provide students with appropriate support services wherever they may be taking classes. To that end, the following activities (varying by location) took place in North Lake, Gilchrist, La Pine, Redmond, Madras and Prineville during the 2009-2010 academic year:

- Student and Community Outreach Coordinator was available 15-20 hours per week on the Redmond campus and 8 – 10 hours per week in each of the Prineville and Madras communities. This position's primary responsibilities are to provide admissions advising to potential students, coordinate the "getting started" services on the Redmond campus and further the College's connection with Prineville and Madras.
- Enrollment Services staff position expanded to full time and year round
- Getting Started/Admissions workshops
- "College Knowledge" workshops (choosing a college, applying for scholarships and related topics)
- Placement testing (offered on an as needed basis)
- Academic advising (offered two or more days each week on the Redmond campus)
- Financial Aid assistance (offered two afternoons each week on the Redmond campus)
- "Connections to College" program, in partnership with OSU-Cascades
- Nursing program orientations (offered on an as needed basis)
- Career Planning workshops (offered on an as needed basis)
- College Goal Oregon (statewide initiative to provide one-on-one assistance for students wanting to complete the federal financial aid application)
- Tutoring

Board Priorities and Institutional Effectiveness | 2009- 2011

WHAT NEEDS TO BE DONE

Many students may want to take a hybrid or online course but lack the technological skills necessary to succeed. The College may need to provide more technology training to these students to ensure success.

Because student support services are crucial for student success, the Student Services Division, along with other student support services on campus, is developing a short- and long-range plan for providing and/or expanding services to the Redmond campus, as well as defining what levels of service are needed to adequately support the Madras and Prineville locations; a draft of that plan should be completed by mid-fall term. During this planning, staff will determine how to best provide leadership for student support services throughout the district. Some possibilities include the “hub and spoke” model, currently being utilized by instruction, or permanently adding personnel to these areas, which would require the College to address these services in the 2010-11 budget process (and beyond).

FACTORS AFFECTING RESULTS/PROGRESS

Considering the size of our district and the distance between the different communities, the cost of travel to the student will continue to be a burden. Hopefully the development of new facilities in Redmond, Madras, and Prineville will substantially offset this cost.

ABOUT THE DATA

The report and chart information was prepared and coordinated by Chris Egertson, Research Analyst.

Contributions to the narrative were supplied by Alicia Moore, Dean of Student and Enrollment Services; Carol Moorehead, Dean of Continuing Education and Extended Learning; Matt McCoy, Vice President for Administration; Brynn Pierce, Institutional Research.

For more detailed information, contact the Institutional Research office - ir@cocc.edu

Central Oregon Community College
Monthly Budget Status
Highlights of July 2010 Financial Statements

Cash and Investment

The operating cash balances are stable at \$24.3 million. Also included in the Local Government Investment Pool is \$11.7 of bond proceeds. The July average yield for the Local Government Investment Pool remains unchanged at .55%.

The investments of \$32.9 million represent proceeds from the sale of the general obligation bonds. The average yield over the 18 month period is .55%. The bond proceeds invested in cash and investments total \$44.6 million

General Fund Revenues

Tuition and fee revenues for fall term are \$4.8 million as of the end of July compared to \$3.8 million at the same time last year.

General Fund Expenses

The expenses for July include all approved inter-fund transfers for the fiscal year.

Budget Compliance

All appropriation categories are within budget.

**Central Oregon Community
College
Cash and Investment Report
As of July 31, 2010**

College Portfolio

Cash in State Investment Pool

Pool account 4089	\$23,291,355.76
Pool account 5482	\$1,321.77
Pool account 3624	\$392,807.83
Pool account 3707	\$45,298.59
Pool account 3816	\$11,797,443.36

July Average Yield .5500%

**Cash in
USNB**

\$608,623.07

Cash on hand

\$3,900.00

Total Cash

\$36,140,750.38

Investments

Fannie Mae:

Yield .4048, due 4-28-11	2,520,825.00
Yield .4271, due 5-16-11	1,494,190.00
Yield .5062, due 8-15-11	3,107,910.00

Federal Farm Credit Bank:

Yield .4500, due 7-18-11	2,843,532.00
Yield .5381, due 9-30-11	4,000,600.00
Yield .5587, due 10-28-11	4,000,600.00

Federal Home Loan Bank:

Yield .4698, due 6-22-11	3,001,200.00
Yield .6752, due 12-1-11	5,009,000.00
Yield .6397, due 11-21-11	3,505,460.00

General Electric

Yield .6600, due 3-15-11	<u>3,482,675.00</u>
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Total Investments

\$32,965,992.00

Total Cash and Investments

\$69,106,742.38

Central Oregon Community College
Monthly Budget Status
July 2010

Exhibit 6.c
08-Sep-10

<u>General Fund</u>	<u>Adopted Budget</u>	<u>Year to Date Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget</u>	<u>Percent of Prior Year Budget</u>
Revenues					
District Property Taxes:					
Current Taxes	\$ 11,751,000	\$ -	\$ (11,751,000)	0.00%	0.00%
Prior Taxes	766,000	155,642	(610,358)	20.32%	18.65%
Tuition and fees	16,038,000	4,880,552	(11,157,448)	30.43%	29.73%
State Aid	4,236,000		(4,236,000)	0.00%	0.00%
Interest & Misc. Income	125,000	1,506	(123,494)	1.20%	1.66%
Transfer-In	350,000	350,000	-	100.00%	44.09%
Total Revenues	\$ 33,266,000	\$ 5,387,700	\$ (27,878,300)		
Expenses by Function					
Instruction	\$ 15,377,975	\$ 238,394	\$ 15,139,581	1.55%	4.10%
Academic Support	2,773,829	160,040	2,613,789	5.77%	12.07%
Student Services	3,576,270	203,342	3,372,928	5.69%	13.06%
College Support	4,165,525	359,814	3,805,711	8.64%	16.63%
Plant Operations and Maintenance	3,122,200	262,088	2,860,112	8.39%	19.11%
Information Technology	2,417,639	252,100	2,165,539	10.43%	15.76%
Financial Aid	11,954	-	11,954	0.00%	4.25%
Contingency	800,000	-	800,000	0.00%	0.00%
Transfers Out	2,727,952	2,727,952	-	100.00%	100.00%
Total Expenses	\$ 34,973,344	\$ 4,203,730	\$ 30,769,614		
Revenues Over/(Under) Expenses	\$ (1,707,344)	\$ 1,183,970	\$ 2,891,314		

Central Oregon Community College
Monthly Budget Status
July 2010

Exhibit 6.c
8-Sep-10

	<u>Adopted Budget</u>	<u>Year to Date Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget</u>	<u>Percent of Prior Year Budget</u>
Other funds:					
Debt Service Fund					
Revenues	\$ 4,047,839	\$ 311,096	\$ (3,736,743)	7.69%	19.67%
Expenses	3,978,617	80,183	3,898,434	2.02%	4.94%
Revenues Over/(Under) Expenses	\$ 69,222	\$ 230,913	\$ 161,691		
Grants and Contracts Fund					
Revenues	\$ 2,011,315	\$ 33,093	\$ (1,978,222)	1.65%	3.50%
Expenses	2,110,055	59,949	2,050,106	2.84%	2.85%
Revenues Over/(Under) Expenses	\$ (98,740)	\$ (26,856)	\$ 71,884		
Capital Projects Fund					
Revenues	\$ 28,007,480	\$ 5,632,888	\$ (22,374,592)	20.11%	35.39%
Expenses	54,468,396	5,155,253	49,313,143	9.46%	14.02%
Revenues Over/(Under) Expenses	\$ (26,460,916)	\$ 477,635	\$ 26,938,551		
Enterprise Fund					
Revenues	\$ 5,487,767	\$ 31,263	\$ (5,456,504)	0.57%	9.30%
Expenses	5,157,091	96,333	5,060,758	1.87%	5.16%
Revenues Over/(Under) Expenses	\$ 330,676	\$ (65,070)	\$ (395,746)		
Auxiliary Fund					
Revenues	\$ 6,877,702	\$ 3,572,509	\$ (3,305,193)	51.94%	40.47%
Expenses	6,458,307	1,010,438	5,447,869	15.65%	75.55%
Revenues Over/(Under) Expenses	\$ 419,395	\$ 2,562,071	\$ 2,142,676		
Reserve Fund					
Revenues	\$ 39,028	\$ -	\$ (39,028)	0.00%	0.00%
Expenses	175,000	10,691	164,309	6.11%	37.46%
Revenues Over/(Under) Expenses	\$ (135,972)	\$ (10,691)	\$ 125,281		
Financial Aid Fund					
Revenues	\$ 19,595,901	\$ 2,012,678	\$ (17,583,223)	10.27%	9.37%
Expenses	19,636,398	1,864,340	17,772,058	9.49%	8.12%
Revenues Over/(Under) Expenses	\$ (40,497)	\$ 148,338	\$ 188,835		
Internal Service Fund					
Revenues	\$ 426,890	\$ 10,710	\$ (416,180)	2.51%	4.72%
Expenses	390,047	24,773	365,274	6.35%	5.56%
Revenues Over/(Under) Expenses	\$ 36,843	\$ (14,063)	\$ (50,906)		
Trust and Agency Fund					
Revenues	\$ 5,925	\$ 173	\$ (5,752)	2.92%	3.90%
Expenses	17,500	-	17,500	0.00%	0.00%
Revenues Over/(Under) Expenses	\$ (11,575)	\$ 173	\$ 11,748		

Central Oregon Community College
Board of Directors

RESOLUTION

Prepared by: Dr. James Middleton-President

A. Action Under Consideration

Official naming of the culinary center as the **Jungers Culinary Center**

B. Discussion/History

Under Board Policy GP9.1, *"The naming of any campus, building, room space, or area of Central Oregon Community College shall be at the discretion of the Board of Directors."*

At the Mar 14, 2007, COCC Board Meeting; the Board approved the list of naming opportunities for the new culinary facility. This list included a \$1,000,000 target for naming of the center itself. As has been announced and featured for some time, Mr. Frank Jungers pledged and has subsequently made full payment to the COCC Foundation the amount of \$1,000,000 as the key gift which led to the successful Foundation Capital Campaign.

Formal approval of other areas of the culinary center in recognition of donations will be presented to the Board for approval at subsequent meetings.

C. Options/Analysis

- 1) Approve
Approve the naming of the culinary center.
- 2) Continue discussion

D. Timing

Formal approval at this time will coordinate with timing of signage for the center under construction.

E. Recommendation

Be It Resolved that the Board of Directors of Central Oregon Community College do hereby approve the naming of the culinary center as the **Jungers Culinary Center** and hereby shares the college's thanks and appreciation for Mr. Frank Jungers long-time support and advocacy.