

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS' MEETING - AGENDA
Wednesday, July 13, 2005 – 6:00 PM**

TIME**	ITEM	ENC.*	ACTION	PRESENTER
6:00 pm	I. Call to Order			Lee
	A. Election of 2005-06 Chair & Vice Chair			
	II. Introduction of Guests			Chair
6:05 pm	III. Agenda Changes			
6:05 pm	IV. Public Hearing and Testimony			
	A.			
6:10 pm	V. Consent Agenda***			
	A. Board Meeting Minutes–June 8, 2005	5.a	X	Smith
	B. Personnel			
	1. New Hire Report (May-June 2005)	5.b1	X	Buckles ^A
	2. Approval to Hire (Henson)	5.b2	X	Buckles ^A
	C. Office Assistant Certificate	5.c	X	Kress
	D. Nursing Grant	5.d	X	Brody ^A
	E. Leave Without Pay	5.e	X	Walsh ^A
6:15 pm	VI. Information Items			
	A.			
	B. Campus Indicators-Graduation Trends	6.b		Moore ^A
6:20 pm	VII. Board of Directors' Operations			
	A. Board Self Evaluation, <u>2004-05</u>	7.a		Lee
	B. Board Appointments			
	1. Standing Committee Appointments			
	a. President's Evaluation Committee			
	b. Board Self-Evaluation Committee			
	c. Memorial Education (Keyes Trust) 2 yr. Appt.			
	2. Consultative			
	a. Sub-Committee on Policy Review			
	b. Long Range Real Estate Committee			
	3. Liaison			
	a. College Affairs Committee Rep.			
	b. Foundation Rep.			
	c. Oregon Community College Assoc. (OCCA) Rep.			
	d. OSU-Cascades, Advisory Board Appt. Recommendation (Official Appt. made by OSU President)			
	e. ACCT Voting Delegate (Conference Attendee)			
	C. August Board Meeting Cancellation	7.c	X	Middleton
	D. Board Fall Retreat – Planning Sub Committee: Location & Date (<u>Please bring your Calendars</u>)			Chair
	E. Board Member Activities			

- 6:45 pm VIII. Old Business
A.
- 6:50 pm IX. New Business
A. Canvass of Votes 9.a X Paradis^A
B. Awbrey Butte Property Jones^P
- 6:55 pm X. President's Report
A. Legislative Update Middleton
- 7:05 pm XI. Dates
A. September 7-10: ACCT-Community College Trustee Leadership Congress
Seattle, WA
- XII. Correspondence
A.
- 7:05 pm XIII. 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
Wednesday, June 8, 2005 – 6:30 PM
Christiansen Board Room, Boyle Education Center

PRESENT: Connie Lee, Anthony Dorsch, Dana Bratton, Dr. Ronald Foerster, Dr. Joyce Garrett, Dr. Ronald Bryant-Board Attorney, Dr. James Middleton-President, Julie Smith-Board Secretary.

ABSENT: Donald Reeder, John Overbay

INTRODUCTION OF GUESTS: Lester Friedman, Jim Jones, Celeste Brody, Lisa Bloyer, Carol Moorehead, John Gregory, Eric Buckles, Alicia Moore, Ross Tomlin, Matt McCoy, Richard Thompson, Ron Paradis, Kathy Walsh, Diana Glenn-Faculty Forum President, Griffith, Jim Weaver, Gene Zinkgraf, Dennis Lawler-Johnson Controls, Inc., and Yoko Minoura-The Bulletin.

ADJOURN PUBLIC BOARD OF DIRECTORS' MEETING

FORMAL OPENING OF PUBLIC HEARING & TESTIMONY FOR 2005-06 BUDGET:

Budget Hearing Input – None

President Middleton reported that the budget assumptions COCC has made, continue to hold strong. He noted that the increase in state funding results from all of the 17 community colleges remaining unified. As a result, while COCC's total public funds will likely show a slight decline, the amount is appropriately \$1.3M more than would have resulted from the Governors original budget proposal.

President Middleton thanked John Gregory-Director of Fiscal Services, James Jones-VP and Chief Financial Officer and Matt McCoy-VP for Institutional Advancement, for their good work in the process.

ADOPTION OF THE COLLEGE BUDGET FOR 2005-06, BUDGET RESOLUTION I

Mr. Dana Bratton moved to Adopt the 2005-06 Budget, Resolution I- Exhibit 4.a, as approved by the Budget Committee. Mr. Anthony Dorsch seconded the motion.

MCU. Approved.

M06/05:1

APPROPRIATION OF 2005-06, BUDGET RESOLUTION II:

Dr. Joyce Garrett moved to adopt Appropriation, Resolution II-Exhibit 4.b.

Dr. Ronald Foerster seconded the motion. MCU. Approved.

M06/05:2

LEVY PROPERTY TAXES 2005-06, BUDGET RESOLUTION III:

Mr. Anthony Dorsch moved to approve Levy Property Taxes, Resolution III-Exhibit 4.c. Dr. Foerster seconded the motion. MCU. Approved. M06/05:3

ADJOURNMENT OF PUBLIC HEARING FOR 2005-06 BUDGET

RECONVENE Public Board Session

PUBLIC HEARING AND TESTIMONY: - None

AGENDA CHANGES:

Addition: Mr. Dorsch requested the inclusion of New Business Item–Exhibit 12.d, voluntary recognition of the Classified Association of Central Oregon Community College.

Move: from Consent Agenda – Administrative Salary-Exhibit 8.l to New Business-Administrative Salary-Exhibit 12.c.

Addition: Correspondence-Resignation Letter from Vic Gregg-Budget Committee-Exhibit 15.c.

CONSENT AGENDA:

Mr. Anthony Dorsch moved to approve the Consent Agenda. Dr. Joyce Garrett seconded the motion.

Discussion: Ms. Connie Lee declared a “potential conflict of interest” noting that under (Exhibit: 8.e2) – Depository Banks – she is Executive Vice-President for one of the financial institutions listed. Mr. Ron Bryant-College Legal Counsel, commented that the issue did not rise to a formal “conflict of interest.”

Call for the Question:

4 – Yes Bratton, Dorsch, Garrett, Foerster
1 – Abstain Lee

MC. Approved. M06/05:4

BE IT RESOLVED that the Board of Directors’ reviewed and approved the Budget Committee Meeting Minutes of May 11, 2005 and the Meeting Minutes of May 11, 2005 (Exhibits 8.a1 & 8.a2);

BE IT RESOLVED that the Board of Directors’ reviewed and approved the April and May 2005 New Hire Report (Exhibit 8.b1);

BE IT RESOLVED that the Board of Directors’ approves the employment contract of Gail I. Sorensen, Human Resources Coordinator (Exhibit 8.c);

BE IT RESOLVED that the Board of Directors’ approves the employment contract of Pamela J. Beyer, Part Time (.75 FTE) Financial Aid Technical Specialist (Exhibit 8.d);

BE IT RESOLVED that the Board of Directors’ do hereby authorize interfund borrowing between the various funds and programs of the College (Exhibit 8.e1);

BE IT RESOLVED that the Board of Directors’ do hereby approve James E. Middleton, James R. Jones, and Matthew McCoy as custodian of funds and the financial institutions as depositories of District Funds as noted in (Exhibit 8.e2);

BE IT RESOLVED that the Board of Directors do hereby designate James E. Middleton as Budget Officer and Clerk of the District, and that James R. Jones and Matt McCoy, be designated Deputy Clerks and Sharla Andresen be delegated limited signing authority as specified in Section B for the period of July 1, 2005 through June 30, 2006 (Exhibit: 8.e3);

BE IT RESOLVED that the Board of Directors do hereby authorize the transfer of budget and a like amount of appropriation authority as specified in the budget change form – attachment (Exhibit: 8.f);

BE IT RESOLVED that the Board of Directors does hereby authorize the transfer of \$100,000 of budget authority and a like amount of appropriation authority from the Contingency Fund to the Auxiliary Fund – Self Sustaining Activities appropriation unit (Exhibit: 8.g);

BE IT RESOLVED that the Board of Directors does hereby authorize the transfer of \$50,000 of budget authority and a like amount of appropriation authority from the Contingency Fund to the Capital Projects appropriation unit (Exhibit: 8.h);

BE IT RESOLVED that the Board of Directors do hereby approve entering into an energy savings performance contract with Johnson Controls, Inc. a Qualified Energy Service Company and incur net debt in the amount of \$636,006 (Exhibit: 8.i);

BE IT RESOLVED that the Board of Directors adopt new program fees for the Aviation program at \$65/hour for simulator training within those specific courses; and adopt the \$300/per term fee for nursing students beginning with the 2005-06 first year nurses and extending this to all students by 2006-07 (Exhibit: 8.j);

BE IT RESOLVED that the Board of Directors' approve the rehire recommendations for administrative and confidential and supervisory staff for the 2005-06 fiscal year (Exhibit: 8.k);

BE IT RESOLVED that the Board of Directors' approves the employment contracts for Liberty Matthews-Assistant Professor I and Medical Assisting Program Director and Clifford Stenquist-Assistant Professor I and Licensed Massage Therapy Program Director for the academic year 2005-06 (Exhibit: 8.m);

BE IT RESOLVED that the Board of Directors' approves the contracts for Michele Decker-Assistant Professor II of Nursing; Dawn Lane-temporary Instructor of Nursing; and Monica Vines-temporary Instructor of Psychology, for the academic year 2005-06 (Exhibit: 8.n).

INFORMATION ITEMS:

Financial Statements (Exhibit: 9.a)

The Board of Directors' were apprised of the May 2005 Budget Status and Cash and Investment Reports and so noted for the official record of the meeting.

Campus Indicators-Continuing Education (Exhibit: 9.b)

President Middleton commented that the Campus Indicators exhibit, shows the achieved goals as intended. He noted that the goals also underline the critical importance of the Continuing and Community Education Programs, as they maintain financial stability and meet the multiple priorities set forth in the college's comprehensive mission.

BOARD OF DIRECTORS' OPERATIONS:

Board Self Evaluation

Chair Lee requested that the Board review the completed Board Self Evaluation Survey as presented. The survey results will be discussed at the July 13 Board Meeting.

- Mr. Dorsch** Attended performance of the Central Oregon Symphony
 w/Michael Gesme-Conductor
 Presented Scholarships at Redmond High School
- Dr. Foerster** Presented Scholarship at Central Christian High School
 to Alicia Erb
 Attended several meetings re: K-20 Juniper Ridge project
 Attended the President's Scholarship Luncheon at the Riverhouse
- Dr. Garrett** Met w/President Middleton
 Attended fund raiser at Anthony's Homeport Restaurant for
 the COCC Culinary Program
 Presented Scholarships to Crook County High School students
 Met w/constituents in John Day at the
 Cultivating Community Workshop
- Mr. Bratton** Participated in the COCC "Jungle Run"
 Attended performance of the Central Oregon Symphony
 w/Michael Gesme-Conductor
 Presented Scholarships at Mt. View High School
 Presented Turn-Around Award at Mt. View High School
 Attended Conference Call on the Vision Concept Paper
 Attended the President's Scholarship Luncheon at the Riverhouse
 Attended fund raiser at Anthony's Homeport Restaurant for
 the COCC Culinary Program
- Ms. Lee** Attended the President's Scholarship Luncheon at the Riverhouse
 Presented Scholarships at Bend and Summit High Schools
 Attended Agenda Review Meeting w/President Middleton

OLD BUSINESS:

Reserve Funds- (Exhibit: 11.a)

Mr. James R. Jones-Vice President and Chief Financial Officer, reviewed that at the April Budget Committee Meeting, a question was asked if there was a way that the board could set aside funds for a specific purpose? He noted that the Oregon Budget Law does provide for a mechanism for such action through the use of Reserve Funds. Mr. Jones noted that as the 2006-07 budget process begins in January 2006, he will bring the information back to the Board for approval or denial of setting up reserve funds.

NEW BUSINESS:

President's Evaluation- (Exhibit: 12.a)

Mr. Anthony Dorsch, President's Evaluation Committee-Chair, reviewed the evaluation summary statement from the Board of Directors, noting that President Middleton's performance meets or exceeds expectations in all areas regarding the college mission, vision and goals. The Board extends its highest commendation to Dr. Middleton for his performance as President of COCC during continuing unprecedented times of economic challenges.

The Board thanked President Middleton for his dedication to the advancement of COCC as it serves the citizens of Central Oregon.

President Middleton thanked the Board, noting that he appreciates the extraordinary opportunity to work with the Board, Faculty and Staff at COCC.

Faculty Forum Labor Agreement- (Exhibit: 12.b)

President Middleton commented that COCC is committed to continued fiscal responsibility while continuing its mission to serve students and maintain a positive work environment for faculty and staff.

Mr. Dana Bratton moved to approve the Faculty Forum Labor Agreement amendments for 2005-06 for salary and insurance cap contributions as described in Exhibit: 12.b.

Mr. Anthony Dorsch seconded the motion. MCU. Approved. M06/05:5

Administrative Salary – (Exhibit: 12.c)

Mr. Eric Buckles-Director of Human Resources, reviewed the proposed salary, health insurance and holiday schedule.

Dr. Joyce Garrett moved to approve the 3.7% increase to the base salaries for administrative, professional/non-managerial, confidential and supervisory employees, a commensurate adjustment to the salary schedule, revision of the holiday schedule, and increase in the College's contribution to health insurance as delineated in Exhibit: 12.c, all to be effective July 1, 2005. Mr. Dana Bratton seconded the motion. MCU.

Approved. M06/05:6

Classified Association of COCC- (Exhibit: 12.d)

Mr. Matt McCoy-Vice President for Institutional Advancement, reviewed that the Classified Association of Central Oregon Community College requested that the Employment Relations Board of Oregon, conduct an election to determine the representation desired by eligible classified employees of COCC for purposes of collective bargaining with COCC.

Mr. Anthony Dorsch moved to grant voluntary recognition of the Classified Association of Central Oregon Community College as described in Exhibit: 12.d.

Dr. Joyce Garrett seconded the motion. MCU. Approved. M06/05:7

PRESIDENT'S REPORT:

State Budget & Funding Formula Update

President Middleton reported that COCC is finished with the state Funding Formula process, and will continue to work towards "making the best of a bad situation."

President Middleton commented that COCC is committed to maintaining quality programs as it responds to the significant growth in Central Oregon. He added that the issue of "equalization" does hurt COCC and the districts it serves.

K-12/Community College/University Collaborations Update

President Middleton reported that he has met with and will continue to meet with several members of the City of Bend, K-12 administration and various others, looking at the best approach for improving K-20 collaboration in Central Oregon for the present and future.

Anthony's Homeport Restaurant-Culinary Fund Raiser

President Middleton reported that Anthony's Homeport Restaurant, has selected COCC's Cascade Culinary Institute, to be its annual fund raiser recipient. Anthony's Homeport Restaurant, generously donated its location, food and staff for the spectacular June 7th event that raised approximately \$18,000. Funds raised will go towards endowments for culinary faculty.

President's Contract Committee

Chair Lee appointed Dr. Garrett, Mr. Reeder and Dr. Foerster as Board committee members for the President's contract.

8:15 PM – Dr. Joyce Garrett left the meeting.

ABE Graduation

Ms. Carol Moorehead-Associate Dean for the Redmond Campus & Extended Learning, invited the Board to attend the ABE (Adult Basic Education) Graduation, June 9, at 7:30 PM in the Grandview building, she noted that there are approximately 50 ABE graduates for 2004-05.

ADJOURN: 8:25 PM

APPROVED;

ATTEST TO;

Ms. Connie Lee, Board Chair

Dr. James E. Middleton, President

Exhibit: 5.b1
July 13, 2005
Approved:___Yes___No
Motion:_____

Central Oregon Community College

New Hire Report

MAY-JUNE 2005

<u>Name</u>	<u>Date Hired</u>	<u>Job Title</u>
<u>Classified Full-Time</u>		
Barringer, Mark	6/13/2005	Maintenance Worker-Buildings
Ekstrom, David	5/23/2005	Maint Spec Carpentry/Plumbing
Wiltberger, James	6/20/2005	Custodian
<u>Part-Time Faculty</u>		
Decker, Michele	6/14/2005	Summer Chair Transition
Stenquist, Clifford	6/20/2005	Curriculum Development
<u>Temporary Hourly</u>		
Baker, Michelle	6/7/2005	Logistics
Bower, Ruth	5/12/2005	Foundation Asst
Brown, Diana	6/20/2005	Library Aide
Chambers, Cindy	5/4/2005	Interpreter - Sign
Claus, Loretta	6/12/2005	Library Aide
Davis, Michele	6/12/2005	Library Aide
Deskin, Julia	5/1/2005	Unclothed Model
Dillingham, Katie	6/15/2005	Bookstore Cashier
Edwards, Benjamin	6/10/2005	Media Technician
Ehrlich, Steven	6/20/2005	Computer Lab
Gunderson-Moore, Kimberly	6/10/2005	Interpreter - Sign
Harris, Frank	6/20/2005	Computer Lab
Junturen, Kim	5/24/2005	Substitute ABE Instructor
Laney, Meghan	6/16/2005	Cashier - bookstore
Reeves, Margaret	5/23/2005	Office Specialist
Rygg, Lynne	5/25/2005	Temp. In. Lib. Loan Manager
Smith, Evan	6/1/2005	LMT Program
Wilhelm, Ellyn	6/6/2005	Logistics
<u>Temporary Salary Payment</u>		
Mazzarella, Jo seph	5/1/2005	
Miller, John	5/5/2005	
Smith, Jacqueline	5/1/2005	
Switzler, Valerie	5/21/2005	

Exhibit No. 5.b2
July 13, 2005
Approval____Yes____No
Motion_____

Central Oregon Community College

RESOLUTION

Prepared by: Eric Buckles-Director of Human Resources

A. Action Under Consideration

Approve employment contract for Sara Henson, Coordinator of Student Life.

B. Discussion/History

The employment contract for Sara Henson is for an administrative position. This position was filled through an external College search.

C. Options/Analysis

Approve the employment contract for Sara Henson.
Decline approval of the employment contract for Sara Henson.

D. Timing

For the period July 1, 2005 to June 30, 2006

E. Recommendation

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

F. Budget Impact

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

G. Miscellaneous

Ms. Henson received her B.A. degree in Asian Studies & International Studies from the University of Oregon. She also holds a Masters of Education from the University of Vermont. Prior to joining COCC, she worked in Student Life as the Graduate Assistant for Community Service and as the Assistant Director of Judicial Affairs. Ms. Henson also previously served as the Economic Development Specialist for the Greater Eastern Oregon Development Corporation in Pendleton, Oregon. Ms. Henson has been serving the college as the Coordinator of Student Life since September 2003 on a temporary basis.

Exhibit: 5.c
July 13, 2005
Approval ____ Yes ____ No
Motion: ____

Central Oregon Community College

RESOLUTION

Prepared by: Jim Kress, Department Chair; Business, Office Administration and Culinary

A. Action Under Consideration

The adoption of a new **Office Assistant** certificate. This certificate focuses on entry level jobs in general office settings. It has more of a customer service and technology focus and less of a clerical focus than our Clerical Office certificate.

B. Discussion/History

This past year the Business / Office Administration Department met with industry to assist them with their staffing needs. There was a definite need for entry level office assistants whose position was more logistical and operational in nature and less secretarial in focus. This certificate is built almost entirely of courses used by existing programs. This allows for student access to a larger variety of scheduling options that should lead to a larger numbers of graduates.

C. Options/Analysis

Accept recommendation

Request additional information.

Reject recommendation.

D. Timing

For implementation Fall 2005

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College approves the adoption of the *Office Assistant certificate*.

F. Budget Impact – None

Exhibit: 5.d
July 13, 2005
Approval _____ Yes _____ No
Motion: _____

Central Oregon Community College

RESOLUTION

Prepared by: Celeste Brody-Instructional Dean

A. Action Under Consideration:

That COCC accept a grant from DOLETA (Department of Labor Employment Training Administration) under the umbrella of the Oregon Healthcare Workforce Partnerships Project which addresses increased capacity and collaborative efforts in health care occupations among the 17 community colleges in Oregon. The project is: **Central Oregon Community College Nursing Capacity Enhancement Project**. The period of the grant's activities are anticipated to be from January 1, 2006 through December 31, 2008. The total requested is \$750,000.

B. Discussion/History

The Central Oregon Nursing Program creates a model nurse training program that includes enhanced hospital learning environments and increased training capacity. This project builds on COCC's current project with AHEC to develop a rural/frontier nursing program for incumbent workers in the service area and beyond.

The region served will be an urban/rural/frontier part of the state with diverse needs and high demand for nurses. The project allows the region to utilize distance-delivered modalities and a locally delivered program to provide advanced nurse training to incumbent workers who would not otherwise have access to training. The model program will allow the college to increase student enrollments and add training capacity to produce additional practical nurses (PNs) through a recognized licensed practical nurse certification and additional registered nurses through an Associate Degree in Nursing. The project creates additional training capacity to meet current and projected needs for these occupations.

This project will provide monies for 2.5 FTE in faculty to create the infrastructure to sustain an increased nursing capacity.

C. Options / Analysis

Accept grant from DOLETA (Department of Labor Employment Training Administration)
For Central Oregon Community College Nursing Capacity Enhancement project for \$750,000.

Decline acceptance of DOLETA grant.

D. Timing

Action requested at this board meeting.

(DOLETA Nursing Grant)

E. Recommendation

Be It Resolved that the Board of Directors of Central Oregon Community College district, approves the \$750,000 proposal to Oregon Department of Labor, through the Oregon Healthcare Workforce Partners Project, for sustaining increased capacity in the nursing program. The final determination on the grant will be made Fall, 2005.

Exhibit: 5.e
July 13, 2005
Approved: ___Yes___No
Motion: ___

Central Oregon Community College

RESOLUTION

Prepared by: Kathy Walsh-Vice President for Instruction

A. Action Under Consideration

Request for leave without pay for full time faculty member, Nancy Zavacki.

B. Discussion / History

Nancy Zavacki has decided to rescind her previously submitted resignation of May 11, 2005 and is requesting leave without pay for the academic year 2005-06.

This request is in accordance with Article 9.4 – Unpaid Leave, of the Collective Bargaining Agreement between the Central Oregon Community College Board of Directors and the Faculty Forum.

C. Options / Analysis

Approve the request for leave without pay for Nancy Zavacki.

Decline approval of the request for leave without pay for Nancy Zavacki.

D. Timing

Action requested at this board meeting.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College district approves the request for leave without pay for Nancy Zavacki.

F. Budget Impact

None.

CENTRAL OREGON COMMUNITY COLLEGE INFORMATION ITEM

Prepared by Alicia Moore, Director of Admissions/Registrar

A. Issue

CAMPUS INDICATORS 2005 – Edition 7

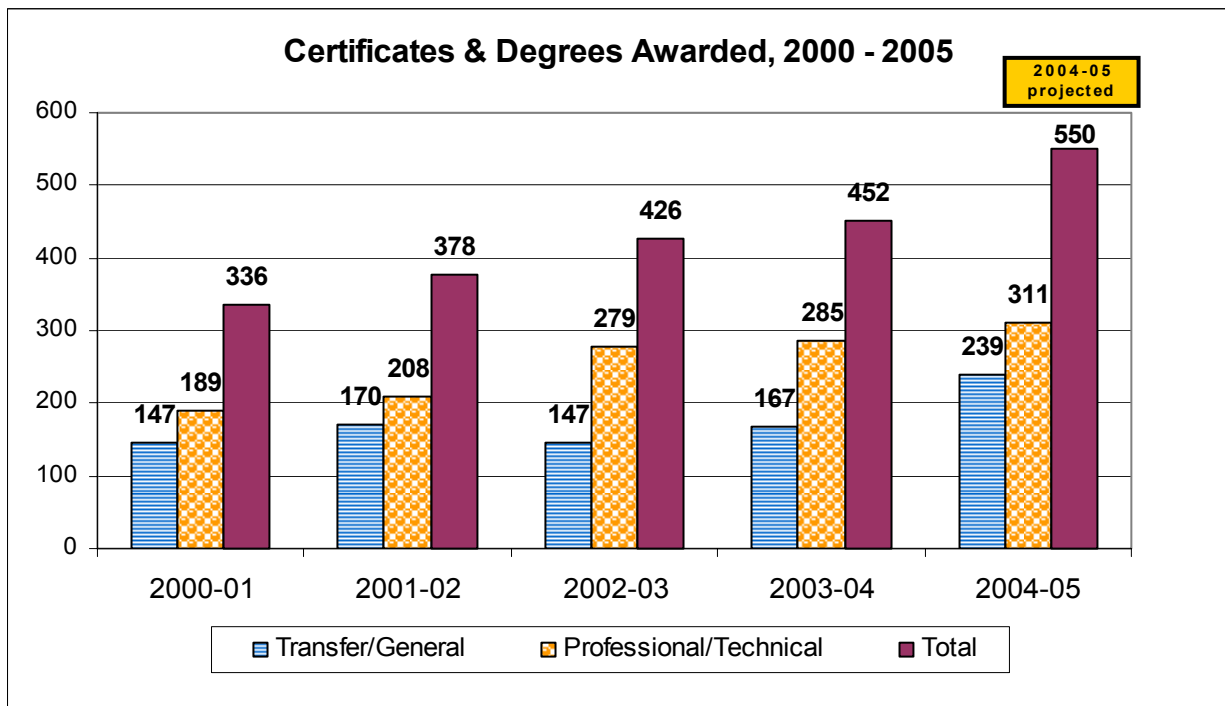
B. Discussion/History

Graduation Trends

The following information details the number of degrees and certificates awarded by the College over the last five years. For 2005, 550 students applied for a certificate or degree, with all degrees to be verified and finalized by the end of summer term (includes all students who graduated fall 2004, winter 2005, spring 2005 and summer 2005).

This year's numbers continue the upward trend over the last four years, with an overall increase of 68.7% in certificates and degrees awarded since 1995. This year alone has the potential of seeing a 21.7% increase over last year.

The following page lists all degree/certificates awarded, by major, during the past five years.



Transfer/General indicates associate of arts - Oregon transfer, associate of science, and associate of general studies degrees.

Professional/Technical indicates associate of applied science and certificates.

**COCC Degrees/Certificates Awarded by Academic Year by Major
Fall 2000 to Summer 2005, as of 6/21/05**

Degree	Major	2000-01	2001-02	2002-03	2003-04	Summer 2004*	2004-05**
TRANSFER AWARDS							
AAOT	Transfer Major	135	152	139	154	14	216
AS	Transfer Major	6	10	6	9	1	17
Total Transfer Degrees		141	162	145	163	15	233
GENERAL AWARDS							
AGS	Non-Transfer Major	6	8	2	4	1	6
PROFESSIONAL/TECHNICAL AWARDS: Associate of Applied Science Degrees							
AAS	Administrative Assistant	2	0	0	n/a	n/a	n/a
AAS	Apprenticeship/Industrial Tech	4	3	2	1	1	1
AAS	Automotive Technology	3	2	3	5	0	1
AAS	Automotive/Diesel Technology	0	0	2	1	0	n/a
AAS	Business Administration	10	12	15	13	0	15
AAS	Computer & Information Systems	14	9	21	18	1	14
AAS	Computer Aided Drafting/Design	0	0	0	0	0	n/a
AAS	Criminal Justice	14	13	13	14	1	23
AAS	Drafting Technology	3	5	5	1	0	1
AAS	Early Childhood Education	0	2	1	4	0	4
AAS	Emergency Medical Services	1	17	17	21	21	37
AAS	Forest Resources Technology	4	6	9	15	0	5
AAS	Geographic Information Systems	5	8	8	8	0	0
AAS	Health Information Technology	8	7	9	11	1	9
AAS	Landscape & Turfgrass Mgmt	2	0	6	5	0	2
AAS	Manufacturing Processes Tech	0	1	1	4	0	5
AAS	Massage Therapy	4	2	5	7	0	3
AAS	Nursing	29	23	35	32	1	35
AAS	Professional Golf Management	1	2	0	n/a	n/a	n/a
AAS	Structural Fire Science	12	7	9	13	0	22
AAS	Wildland Fire/Fuels Management	1	2	1	1	0	1
Total AAS Degrees		117	121	162	174	26	178
PROFESSIONAL/TECHNICAL AWARDS: Certificates of Completion							
CC	Addictions Studies	2	4	7	4	1	5
CC	Driveability Technician	0	1	0	0	0	0
CC	Transmission Technician	0	0	0	1	0	0
CC	Cascade Culinary Institute	3	6	3	7	1	3
CC	Clerical Bookkeeping	1	1	1	0	0	2
CC	Clerical Assistant	7	1	0	1	0	1
CC	Computer Aided Drafting/Design	1	2	0	2	0	n/a
CC	Computer & Information Systems	0	4	2	2		3
CC	Drafting Technology	0	0	1	0	0	n/a
CC	Dental Assisting	4	16	23	16	6	21
CC	Early Childhood Education	2	n/a	n/a	n/a	n/a	n/a
CC	Geographic Information Systems						4
CC	Juvenile Corrections	0	2	2	2	0	8
CC	Manufacturing Processes Tech	1	0	3	0	0	0
CC	Massage Therapy	9	0	9	15	2	13
CC	Master Automotive Technician	n/a	n/a	n/a	n/a	n/a	3
CC	Medical Assisting	8	4	26	23	6	16
CC	Medical Transcriptionist	7	10	7	7	2	2
CC	Practical Nursing	27	36	33	31	1	52
Total Certificates		72	87	117	111	19	133
TOTAL CERTIFICATES/DEGREES		336	378	426	452	61	550

* The College reported graduates on a summer through spring basis through the 2002-03 academic year. After that point, reporting requirements changed and graduates from 2003-04 and forward are reported on a fall through summer basis term 2005.

Comments:

- The titles listed under "Major" are the titles that appear on transcripts and diplomas.
- n/a indicates that the program is no longer offered and/or that the degree title changed.

Source: Admissions & Records Office

Central Oregon Community College
2004-05
Board of Directors' Self Evaluation Survey – TALLY

	Considerations	5 Definitely Agree	4 Agree	3 Somewhat Agree	2 Do Not Agree	1 Strongly Disagree
1	I understand my role and responsibilities as a board member.	1111	111			
2	I understand the Mission and Outcomes of COCC.	11	11111			
3	I feel involved and interested in the board's work and progress.	111	1111			
4	Communication from the College is timely and of interest.	11	1 1111			
5	The board sets policy and goals for the college and oversees the implementation and accomplishment of both.	11	1111	1		
6	I am actively involved in policy writing and evaluating implementation.	111		111	1	
7	Board meetings focus on policy and implementation.	1111	1 1	1		
8	The Board monitors progress toward the stated goals and outcomes.	11	111	11		
9	Board meetings are of appropriate length and frequency.	11	1 1111			
10	The board effectively represents COCC to the community.	11	1 111	1		

What is the greatest opportunity for the College and the Board?

Respondent 1 – Expanding our service area and those we serve (K-20 and outlying areas).

Respondent 2 – no comment

Respondent 3 – Managing COCC's Real Estate Assets; Capitalizing on COCC's excellent Staff and Faculty; Central Oregon growth.

Respondent 4 - To constructively contribute to the K-20 concept and thereby improve the educational experience & success of Central Oregonians.

Respondent 5 – Potential development of Juniper Ridge in its broadest sense

Respondent 6 – no comment

Respondent 7 – no comment

What is the greatest challenge for the College and the Board?

Respondent 1 – Living and thriving within the budgetary restraints.

Respondent 2 – Meeting and foreseeing the needs of a changing population and business community

Respondent 3 – Funding for future years

Respondent 4 – To continue to broaden and improve the educational services offered by COCC while still providing access for all Central Oregonians under continuing budget pressures.

Respondent 5 – Assuring that future development of the college maintains the integrity of the community college function

Respondent 6 - no comment

Respondent 7 – no comment

Please list areas where you feel the College and/or the Board is strongest:

Respondent 1 – Planning for the future – programs & budget; Articulation w/OSU

Respondent 2 – Excellent participation in reviewing and rewriting vision concept paper, good involvement in board retreat.

Respondent 3 – no comment

Respondent 4 - The college has an excellent management team and very professional staff (as far as I can tell). The Board operates very professionally and is well versed on the rules and laws pertaining to its mandate.

Respondent 5 - Collegiality; diversity of interests, ability and knowledge; willingness to express opinions; outstanding qualifications of the faculty

Respondent 6 – no comment

Respondent 7 – no comment

Please list areas where you feel the College and/or the Board could be stronger:

Respondent 1 – Setting goals under the budgeting restraints; continuing the fight with state on the funding formula; Articulation w/K-20

Respondent 2 – Recruiting a pool of potential board candidates; interacting with foundation members and budget committee members

Respondent 3 – no comment

Respondent 4 – Using board members talents more effectively; involving board members more actively in activities of the college – ex: give us a “real” role at fund raisers; introduce board members individually when attending college activities/events; identifying community based programs with **specific** input from community members

Respondent 5 – no comment

Respondent 6 - no comment

Respondent 7 – I feel the Board is driven by college management and in many ways is a “rubber stamp” board. I think the board should “initiate” certain issues and activities and engage in more strategic discussion of the issues of the day – in nonpublic meetings where decisions are not made but “brainstorming” with management takes place.

What other activities might board members be more involved in to assist the College?

Respondent 1 – no comment

Respondent 2 – no comment

Respondent 3 – no comment

Respondent 4 – Work with Management to develop strategies for addressing key issues. Identify certain areas or programs that board members could monitor and evaluate – providing independent input to Management.

Respondent 5 – Fund Raising; Community outreach -

- College visitation day in local communities
- Meeting with current students **in** focus groups (quarterly or annually)
- Presentations to community groups w/specific interest in continuing education

Respondent 6 – no comment

Respondent 7 – no comment

Other comments:

Respondents 1,2,3,5 & 7 - no comment

Respondent 4 - Board positions are voluntary (non-paying) and therefore most board members will probably give up only a limited amount of their time. That time, beyond the monthly board meetings, should be focused on the most important “key issues” faced by the college and also take advantage of each board member’s experience and areas of personal expertise.

Respondent 6 – Strive to condense length of Board meetings

Exhibit: 7.c
July 13, 2005
Approved: ___Yes ___No
Motion: _____

Central Oregon Community College

RESOLUTION

Prepared by: Julie Smith-Executive Assistant,
President & Board of Directors

A. Action Under Consideration

Cancel August 2005 Board of Directors' Meeting

B. Discussion/History

Policy GP 9 states that regular Board meetings will be held on the campus of Central Oregon Community College on the second Wednesday of each month. Policy GP 9 allows the Board to have a majority vote of the members to suspend its rules and take statutorily authorized action overriding previously adopted policy.

C. Options/Analysis

Hold August 2005 Board of Directors' meeting.
Cancel August 2005 Board of Directors' meeting.

D. Timing

This decision needs to be made prior to the scheduled August 10, 2005 Board of Directors' meeting.

E. Recommendation

The Board of Directors by resolution, suspend the rules in accordance with Policy GP 9 to cancel the scheduled August 10, 2005 Board of Directors' meeting.

F. Budget Impact Minimal

Exhibit: 9.a.
July 13, 2005
Approved: ___ yes ___ no
Motion: _____

CENTRAL OREGON COMMUNITY COLLEGE BOARD OF DIRECTORS

ACTION ITEM – CANVASS OF VOTES

Prepared by: Ron Paradis -Director of College Relations

A. Action Under Consideration

Approve the abstract of votes for the May 17, 2005 election for Zones 1, 2, 3 and 4 – COCC Board of Directors (see reverse side).

B. Detail

Zones 1, 2, 3 and 4 on the COCC Board of Directors were due for election this year. Zone 1 includes all of Jefferson County, the portion of Wasco County in the COCC District and Precinct 18 in Deschutes County. Zone 2 includes all of Crook County, the portions of Klamath and Lake Counties in the COCC District and Precincts 22 and 23 in Deschutes County. Zone 3 includes Redmond and the Deschutes County precincts surrounding Redmond. Zone 4 is Bend and areas on all sides, including Tumalo and Deschutes River Woods. Please note that Zone 4 is part of the larger Bend area, which includes three positions in one geographic area – and, therefore, has three times the number of registered voters.

C. Options

Approve the canvass of votes.
Do not approve the canvass of votes.

D. Timing

Action must be taken at this meeting in order for Board members to be officially seated.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College do hereby approve the May 17, 2005 election canvass of votes.

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

MAY 17 2005 ELECTION RESULTS

Zone 1

	Jefferson	Deschutes	Wasco	Total
Don Reeder	2696	288	30	3014
Write ins	42	0	1	43
Under votes	1450	82	6	1538

Zone 2

	Crook	Klamath	Lake	Deschutes	Total
Joyce Garrett	2430	279	150	24	2883
Write ins	24	1	1	1	27
Under votes	1106	133	n/a	3	1242

Zone 3

	Deschutes/Total
Tony Dorsch	2256
Write ins	42
Under votes	675

Zone 4

	Deschutes/Total
Ron Foerster	6988
Write ins	59
Under votes	3342