

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS' MEETING - AGENDA
Wednesday, September 14, 2005 – 5:50 PM**

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:50 pm	Executive Session: ORS 192.660 (1) (d) – Labor Negotiations ORS 192.660 (1) (e) – Real Property Transactions			McCoy/Moorehead ^P McCoy ^P
6:00 pm	I. Call to Order II. Introduction of Guests			Dorsch Dorsch
6:05 pm	III. Agenda Changes			
6:05 pm	IV. Public Hearing and Testimony			
6:10 pm	V. Real Estate - NW Observatory Court – Bend, OR A. Real Estate Committee 1. Highest and Best Use Report B. Public Hearing & Testimony – related to NW Observatory Court Property C. Consideration of Potential Declaration - of NW Observatory Court Property as Surplus D. Consideration of Potential Sale - of NW Observatory Court Property	5.a 5.a1		Jones Jones Jones
6:35 pm	VI. Consent Agenda*** A. Board Meeting Minutes–July 13, 2005 B. Personnel 1. New Hire Report (June, July, August 2005)	6.a 6.b1	X X	Smith Buckles
6:40 pm	VII. Information Items A. Campus Indicators-Financial Aid Summary & Summer Term Enrollment B. Financial Statements	7.a 7.b		Multop Bloyer ^A
6:45 pm	VIII. Board of Directors' Operations A. Board Member Activities B.			
7:00 pm	IX. Old Business A. Update – State Budget & COCC Impacts			Middleton ^P
7:10 pm	X. New Business A. Hurricane Katrina Relief Initiative	10.a	X	Middleton
7:20 pm	XI. President's Report A. State of the College – All College Retreat Presentation B. Enrollment Update			Middleton ^P Middleton ^P

- 7:45 pm XII. Dates
- A. September 29-30: OCCA New Board Member Training
Eola Viticulture Center-Salem, OR
 - B. October 12: Board of Directors' Meeting – Christiansen Board Room
 - C. October 28-29: Fall Board Retreat – Sunriver, OR

- XIII. Correspondence
- A.

- 7:45 pm XIV. 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**

INFORMATION ITEM

Prepared by: James R. Jones, Vice President and Chief Financial Officer

A. Issue

Highest and Best Use Report for Five Acres on Awbrey Butte

B. Discussion/History

At the July Board of Directors' meeting, there was discussion regarding the "highest and best use" for the five acres (three parcels) the College owns on Awbrey Butte. The College contracted with Deborah McMahon, DMC Consulting Services, LLC, to investigate various development alternatives. A copy of her report, without maps, is attached.

The Board Real Estate Committee met with Ms. McMahon on August 26. The committee will report to the Board of Directors on September 14, regarding the meeting of August 26.

CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS' MEETING
Wednesday, July 13, 2005 – 6:00 PM
Christiansen Board Room, Boyle Education Center

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

Ms. Connie Lee-Board Chair for 2004-05, thanked everyone for their help during her tenure. Ms. Lee commented that serving as Board Chair was a wonderful experience and that she appreciated the opportunity to be the “first among equals.”

ELECTION OF 2005-06, CHAIR & VICE CHAIR:

Mr. Donald Reeder nominated Mr. Anthony Dorsch as Chair of the Board of Directors' for 2005-06. Mr. Overbay seconded the nomination. Approved- Unanimous. M07/05:1

Presentation – Chair Dorsch presented a gavel plaque and roses to Ms. Connie Lee in appreciation for her dedicated service as Board Chair for 2004-05.

Mr. Donald Reeder complimented Ms. Connie Lee, on her sound, wonderful leadership as Board Chair for 2004-05.

VICE CHAIR ELECTION:

Mr. Dana Bratton nominated and cast a single ballot for Mr. Donald Reeder as Vice Chair for 2005-06. Dr. Ronald Foerster seconded the nomination. Approved-Unanimous. M07/05:2

INTRODUCTION OF GUESTS: Jim Jones, Matt McCoy, Gene Zinkgraf, Celeste Brody, Carol Moorehead, John Gregory, Gail Sorensen, Eric Buckles, Richard Thompson, Kathy Walsh, Diana Glenn-Faculty Forum President, (Greg Phillips, Mark and Jodee Tuttle, Patricia Dewitt, Dr. Marinus Koning-Awbrey Butte property owners) and Yoko Minoura-The Bulletin.

AGENDA CHANGES:

Move: from New Business–Awbrey Butte Property-Exhibit: 9.b, to *Board Operations* after Exhibit 7.b.

Additions: *Consent Agenda*-Approval to Hire (Fisher) Exhibit: 5.b3; *Old Business*-Performance Contract: Lease Purchase Agreement Exhibit: 8.a; *New Business*-President's Contract Exhibit: 9.c; *Dates*-Sept. 29-30 OCCA New Board Member Training; *Correspondence*- Purchase Proposal Exhibit: 12.a and Concerns-Exhibit: 12.b.

Board of Directors' Meeting, 07/13/05

PUBLIC HEARING AND TESTIMONY: None

CONSENT AGENDA:

Mr. John Overbay moved to approve the Consent Agenda. Ms. Connie Lee seconded the motion. MCU. Approved. M07/05:3

President Middleton thanked Dr. Celeste Brody-Instructional Dean, for the good job and hard work on the Nursing Grant-Exhibit: 5.d. He noted that COCC looks forward to the potential funding of the grant.

BE IT RESOLVED that the Board of Directors' reviewed and approved the Meeting Minutes of June 8, 2005 (Exhibit 5.a);

BE IT RESOLVED that the Board of Directors' reviewed and approved the May and June 2005 New Hire Report (Exhibit 5.b1);

BE IT RESOLVED that the Board of Directors' approves the employment contract of Sara Henson, Coordinator of Student Life (Exhibit 5.b2);

BE IT RESOLVED that the Board of Directors' approves the employment contract of Karalea Fisher, temporary Instructor of Health Information Technology (Exhibit 5.b3);

BE IT RESOLVED that the Board of Directors' approves the adoption of the Office Assistant certificate (Exhibit 5.c);

BE IT RESOLVED that the Board of Directors' 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 (Exhibit 5.d);

BE IT RESOLVED that the Board of Directors approves the request for leave without pay for Nancy Zavacki (Exhibit 5.e).

INFORMATION ITEMS:

Campus Indicators-Graduation Trends (Exhibit: 6.b)

President Middleton referred to (Exhibit 6.b), noting that the graph shows an increase in graduates over the past two years even though there is a decrease in total enrollment. With the increased graduation numbers, he credited the faculty and staff for their instructional and advising efforts that have contributed to the dedicated students staying to achieve their graduation goals.

6:15 pm - Dr. Joyce Garrett arrived

Board of Directors' Meeting, 07/13/05

BOARD OF DIRECTORS' OPERATIONS:

Board Self Evaluation-Exhibit 7.a

Ms. Connie Lee-Committee Chair, requested that the 2004-05 Board Self Evaluation Survey- (Exhibit: 7.a), be added to the October 2005 Board Retreat Agenda, for review and discussion. Board Consensus-Approval.

Board Appointments 2005-06

Standing Committee Appointments:

President's Evaluation Committee	Connie Lee-Chair, Dana Bratton, Don Reeder
Board Self Evaluation Committee	John Overbay-Chair, Joyce Garrett, Tony Dorsch
COCC Memorial Education- <i>Keyes Trust</i>	Connie Lee (2004-06 – 2 year term)

Consultative

Sub Committee on Policy Review	Bratton-Chair, Lee, Dorsch, Jim Middleton
Long Range Real Estate	Overbay, Bratton, Reeder

Liaison

College Affairs Committee-Board Rep.	Ron Foerster
COCC Foundation	Overbay
OCCA (Or. Comm. College Assoc.)	Garrett
OSU-Cascades Advisory Board	Reeder
ACCT Voting Delegate	Conference Attendee

Mr. John Overbay motioned to ratify the Appointments for 2005-06. Ms. Connie Lee seconded the motion. MCU. Approved. M07/05:4

Awbrey Butte Property – Exhibit: 9.b

President Middleton reported that COCC is reviewing the best use of its assets with regards to benefiting the community and students.

Mr. Jim Jones-Vice President and Chief Financial Officer, reviewed (Exhibit: 9.b), noting that the College has owned the five acres atop Awbrey Butte since it was donated to the College in 1962. Mr. Jones proposed that the Board consider the following:

- Does the Awbrey Butte property fit into the long range plans of the college?
- Is there a long range use for the Awbrey Butte property?
- Would it make sense to consider selling the property, using the proceeds for other projects on campus?

Mr. Jones noted that the Board may wish to consider conducting a “highest and best use facilities study.”

He reported that the College mailed letters requesting input from the bordering property owners. The Awbrey Butte property owners in attendance, expressed their various concerns for protecting their existing home sites from a large housing development.

Board of Directors' Meeting, 07/13/05

Mr. Dana Bratton moved to schedule a formal Board of Directors' hearing at the regular September 14, 2005 Board of Directors' Meeting on whether or not to declare the Awbrey Butte properties, surplus and place them on the market for sale. Dr. Joyce Garrett seconded the motion. MCU. Approved. M07/05:5

August Board Meeting Cancellation – (Exhibit: 7.c)

Dr. Joyce Garrett moved to suspend the rules in accordance with Policy GP 9, and to cancel the scheduled August 10, 2005 Board of Directors' meeting. Ms. Connie Lee seconded the motion. MCU. Approved. M07/05:6

Board Fall Retreat/Date & Location – (Handout: 7.d)

Board Consensus is to hold the Fall Board Retreat on Friday, October 28 and Saturday, October 29, 2005 in Sunriver, Oregon. The Retreat schedule will be all day on Friday and half day on Saturday.

Retreat Planning, Sub Committee

Dr. Ron Foerster, Mr. John Overbay and Mr. Tony Dorsch will work with President Middleton to plan the Retreat Agenda.

Board Member Activities

Ms. Lee	Signed COCC Graduation Diplomas Presented Diplomas at COCC Graduation Attended Governor's Meeting at COCC
Dr. Foerster	Attended K-20 Juniper Ridge project meeting Discussions w/President Middleton re: the college Attended Compensation Committee Meeting in Redmond Attended Governor's Meeting at COCC
Mr. Reeder	Attended fund raiser at Anthony's Homeport Restaurant for the COCC Culinary Program Presented Diplomas to Madras High School students Attended OSU-Cascades Advisory Committee meeting Spoke w/Washington DC Grants office re: Bean Foundation and the Madras Campus Attended Board Sub Committee Meeting in Redmond Attended Governor's Meeting at COCC Attended Meeting w/President Middleton re: Real Estate
Dr. Garrett	Met w/President Middleton re: the college Attended Compensation Committee Meeting in Redmond Met w/Crook County Fair Board re: COCC Booth at Crook County Fair Attended fund raiser at Anthony's Homeport Restaurant for the COCC Culinary Program

Board of Directors' Meeting, 07/13/05

Mr. Bratton Attended Governor's Meeting at COCC

Mr. Overbay Attended "Meet the President" reception in Sunriver
Attended President's Scholarship Luncheon at the Riverhouse
Meeting w/President Middleton re: Real Estate
Attended COCC Foundation Meeting

Mr. Dorsch Board Agenda Review Meeting w/President Middleton
Phone calls w/Matt McCoy

OLD BUSINESS:

Performance Contract: Lease Purchase Agreement (Exhibit: 8.a)

Mr. Gene Zinkgraf-Director of Campus Services, reviewed that the Board of Directors' authorized entering into an energy savings performance contract with Johnson Controls, Inc. at the June Board Meeting and that the college will save \$1.4M in energy performance.

Mr. Zinkgraf reported that Citimortgage Inc., requires Board approval of document Attachments: Master State and Municipal Lease/Purchase Agreement-8.a1; Master State and Municipal Lease Agreement-Form Schedule-8.a2 and Escrow Trust Agreement-8.a3, between Citimortgage, Inc. and Central Oregon Community College.

Mr. Donald Reeder moved to approve the attached Master State Lease/Purchase Agreement, Exhibit "A" - Master State and Municipal Lease/Purchase Agreement, and Escrow Trust Agreement, and authorizes the College President to sign all necessary documents after receiving approval from legal counsel. Dr. Joyce Garrett seconded the motion. MCU. Approved. M07/05:7

President Middleton thanked Mr. Gene Zinkgraf and Mr. Jim Jones for their good work on the Energy Performance Contract-Lease Purchase Agreement.

NEW BUSINESS:

Canvass of Votes-Exhibit: 9.a

Abstract of votes for the May 17, 2005 election for Zones 1, 2, 3 and 4 – COCC Board of Directors.

Mr. Dana Bratton moved to approve the May 17, 2005 election canvass of votes. Dr. Joyce Garrett seconded the motion. MCU. Approved. M07/05:8

President's Contract - (Handout: 9.c)

Mr. Ronald Bryant- Board Attorney, reviewed that he sent a confidential memo to Board members regarding amendments to the President's contract, resulting in the submitted Resolution- Handout: 9.c.

Mr. John Overbay moved that the Chairman of the Board of Directors is hereby authorized to execute the Contract Amendment pursuant to exhibit handout 9.c and the terms upon its presentment by the attorney for the College.
Mr. Dana Bratton seconded the motion.

Discussion:

Dr. Ronald Foerster commented that Handout 9.c is not consistent with the compensation committee discussion. He noted that he does not support the motion- specifically item four. Mr. Ronald Bryant commented that Handout 9.c includes four of the six items discussed in the confidential memo.

Mr. Dorsch supports Handout 9.c, commenting that additional vacation accrual is pro-active. Mr. Overbay supports additional vacation accrual.

Call for the Question:

Yes – Bratton, Dorsch, Overbay, Lee, Reeder, Garrett

No – Foerster

MC. Approved. M07/05:9

Dr. Foerster commented that he respects and admires all that President Middleton has accomplished for the college and community this past year.

President Middleton expressed his appreciation for the support and counsel of each Board Member.

PRESIDENT'S REPORT

Legislative Report

President Middleton reported that both the Senate and House have been supportive of community colleges even though the Senate and House projected funding totals differ. He noted that COCC's budget is based on \$422M – any amount above \$422M will bring income revenues above the level included in the Board Approved 2005-06 Budget.

President Middleton reported that Ms. Karen Minnis-Speaker of the House of Representatives, has proposed 51% of personal income tax be dedicated to K-12 in an effort to give schools predictability and stability in their funding.

The Governor's presentation at COCC on July 13, expanded that proposal including Higher Ed., and raising the percentage to 61% and included corporate taxes.

ADJOURN: 8:25 PM

APPROVED;

ATTEST TO;

Mr. Anthony J. Dorsch, Board Chair

Dr. James E. Middleton, President

Exhibit: 6.b1
 September 14, 2005
 Approved: ___ Yes ___ No
 Motion: _____

Central Oregon Community College
NEW HIRE REPORT
JUNE, JULY, AUGUST - 2005

Name	Date Hired	Job Title
<u>Classified Full-Time</u>		
Barringer, Mark	6/13/2005	Maint Worker-Buildings
Beier, Jeri	8/22/2005	Clerical Specialist
Free, Susan	6/27/2005	Office Specialist 4-HR
Huber, Charlotte	8/8/2005	Office Specialist 5
Peters, Jennifer	8/1/2005	Office Specialist 5
Steiner, Bonnie	7/11/2005	Custodian
Wilson, Stephanie	8/24/2005	Office Specialist 4
Wiltberger, James	6/20/2005	Custodian
<u>Non-Faculty Nonbenefitted Ins</u>		
Reed, William	8/1/2005	Medical Director - EMS
<u>Part-Time Faculty</u>		
Atkinson, Camille	6/20/2005	
Decker, Michele	6/14/2005	
Lippy, Colin	6/20/2005	
Manriquez, Stephanie	7/1/2005	
McKerihan, Bradley	6/20/2005	
Phillips, Joshua	6/20/2005	
Price, Susan	6/20/2005	Part-Time Faculty
Shilling, John	6/20/2005	
<u>Temporary Hourly</u>		
Baker, Michelle	6/7/2005	Childcare
Brown, Diana	6/20/2005	Library Aide
Brown, Jason	7/20/2005	Computer Lab
Claus, Loretta	6/12/2005	Library Aide
Davis, Michele	6/12/2005	Library Aide
Dillingham, Katie	6/15/2005	Cashier
Edwards, Benjamin	6/10/2005	
Ehrlich, Steven	6/20/2005	
Gunderson-Moore, Kimberly	6/10/2005	
Harris, Frank	6/20/2005	Computer Lab
Keys, Jacelyn	7/1/2005	
Laney, Meghan	6/16/2005	Cashier
McConnell, Shannon	7/12/2005	
Morgan, Kristopher	8/15/2005	Bookstore Text Help
Phillips, Chelsea	6/20/2005	
Phillips, Ralph	7/20/2005	Faculty Advisor
Sanderson, Janice	7/14/2005	Office Spec 5
Smith, Evan	6/1/2005	TA - Massage Therapy
Sturza, Bobbie	7/19/2005	Student Ambassador
Wilhelm, Ellyn	6/6/2005	Logistics
Williams, Kathleen	8/1/2005	Office Specialist
<u>Temporary Salary Payment</u>		
Nolan, William	6/21/2005	

Name**Date Hired****Job Title****Workstudy**

Cox-Bland, Mindy	7/1/2005	Cashier/Bookstore
Lopez, Jennifer	7/1/2005	Computer Lab
Pickert, Stephanie	7/1/2005	Clerk
Pradmore, Stacie	7/1/2005	EMS Program Asst
Schoenthal, Arwen	7/1/2005	Computer Lab
Scott, Lindra	8/2/2005	Student Workers
Small, Jonathan	7/1/2005	MATC asst
Tieman, David	7/1/2005	Mail Clerk
Trujillo-Zuelke, Bonnie	7/1/2005	Bookstore Cashier
Trussell, April	7/1/2005	Paper Grader

CENTRAL OREGON COMMUNITY COLLEGE INFORMATION ITEM

Prepared by Kevin Multop, Director of Financial Aid
Brynn Pierce, Institutional Research Office (Summer Enrollment)

A. Issue

CAMPUS INDICATORS

2005 – Edition 8

Financial Aid Trends & Summer Term Enrollment Comparison

B. Discussion/History

Financial Aid Background information

The Financial Aid Process:

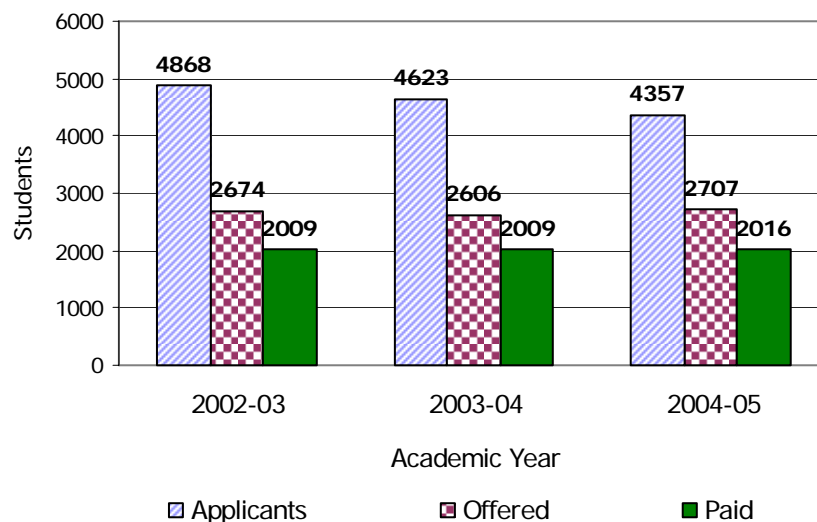
To apply for financial aid, students submit an application called the FAFSA (Free Application for Federal Student Aid) to the Department of Education (DOE) and the DOE determines the student's financial need. Once the student's eligibility for financial aid is determined, the results are sent to the higher education institutions designated by the student. The total number of students designating interest in attending COCC on their FAFSA form are displayed as "applicants" in the chart below.

Students, who apply for financial aid, apply for admission to COCC and provide all supporting documentation requested by the financial aid office are assigned a financial aid package. Students satisfying these three requirements are displayed as "offered" in the chart below.

Students who are offered aid and enroll in credit classes are paid on the tuition payment date each term via their student account. The students in this group are displayed as "paid" in the chart below.

Number of students interested in COCC, offered aid and paid:

Financial Aid Processing Statistics



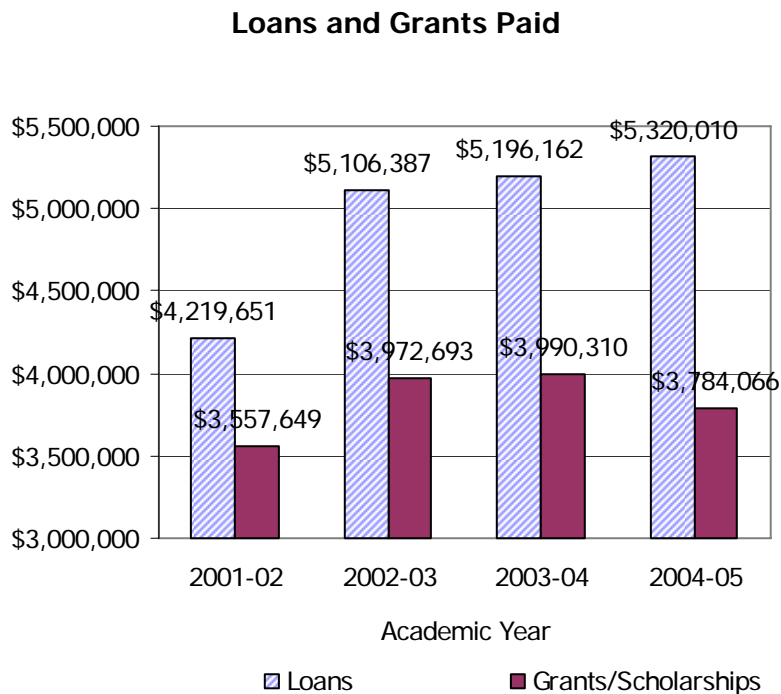
Types of Financial Aid:

Grants (Federal PELL and SEOG, Oregon Opportunity Grant (OOG)) are offered based on financial need. Maximum annual amounts are set for each type of grant; for 2005-2006 the amounts are as follows: PELL \$4,050; SEOG \$240; OOG \$1,323. *(The Oregon Legislative Assembly increased funding for the OOG for the 2005-07 biennium resulting in funding for all eligible full-time students starting in 2005-06. For the first time, in 2006-07, part-time students will also become eligible for a partial grant.)* Grants are "gift aid" and do not need to be paid back if the student completes the term.

Scholarships are earned based on merit, and/or financial need. Amounts vary depending on the donor. Scholarships are gift aid and generally require a minimum grade point average for continued payment.

Federal loans are offered by various lenders, through COCC. All students enrolled in six or more credits are eligible for loans. Maximum amounts are set based on year in school – first year students \$2,625, and second year students \$3,500. Loans must be paid back when the student leaves school.

Amount of financial aid paid to COCC students:



Aid Available:

An exceptionally needy first year student, who completes all required steps early in 2005, could receive the following funds for the 2005-06 aid year:

Grants	\$5,613
Loans	<u>\$2,625</u>
Total	\$8,238

Cost of Attendance (COA):

Each year the average annual cost for a student to attend COCC is set based on projections for tuition/fees, room/board, books/supplies and transportation. For the 2005-2006 aid year the COA for COCC is **\$11,988**, up from \$11,817 for 2004-05.

Summer Term Enrollment Comparison Summer 2001 to 2005

(Summer 2005 data is preliminary and was pulled on September 6, 2005)

BY FTE							Difference
Division	Department	Sum 01	Sum 02	Sum 03	Sum 04	Sum 05	04 & 05
Credit	Allied Health	33.01	38.89	36.12	44.70	33.20	-26%
	Business	15.36	18.34	7.91	4.30	8.06	87%
	Computer Information	9.32	17.81	15.01	8.34	12.16	46%
	Fine Arts	5.99	8.79	4.91	9.30	13.90	49%
	Human Development	3.03	6.48	0.00	0.00	0.00	NA
	Health & Human Performance	9.64	16.14	10.86	8.62	10.77	25%
	Humanities	34.50	44.05	38.69	30.96	27.37	-12%
	Industrial Resources	1.01	0.82	4.20	0.24	5.52	2200%
	Library	1.60	2.16	1.61	1.10	1.49	35%
	Mathematics	19.99	20.08	21.40	19.30	17.48	-9%
	Natural Resources	1.83	3.20	3.74	0.46	2.02	339%
	Science	3.42	8.78	5.90	7.70	8.00	4%
	Social Science	24.58	22.83	23.34	19.08	12.39	-35%
SUB-TOTAL CREDIT		163.28	208.37	173.69	154.10	152.36	-1%
	Co-op Work Experience					0.18	NA
	Apprenticeship	18.12	0.00	0.14	0.00	0.00	NA
	Training Center	0.00	1.06	0.71	0.00	0.00	NA
TOTAL CREDIT		181.40	209.43	174.54	154.10	152.54	-1%
TOTAL NON-CREDIT		22.62	14.43	6.92	15.22	35.32	132%
ALL COLLEGE TOTAL		204.02	223.86	181.46	169.32	187.86	11%
NUMBER OF CREDIT SEATS TAKEN		2118	2581	2056	1773	1731	-2%
NUMBER OF NON-CREDIT SEATS TAKEN					295	889	201%
TOTAL SEATS TAKEN					2068	2620	27%
NUMBER OF CREDIT SECTIONS OFFERED		151	182	142	133	211	59%
NUMBER OF NON-CREDIT SECTIONS OFFERED					96	139	45%
TOTAL SECTIONS OFFERED					229	350	53%

Source:

Summer 2001 to 2003 information prepared by the Summer Term Office

Summer 2004 and 2005 information prepared by the Institutional Research Office and the 2005 is preliminary

**Central Oregon Community College
Monthly Budget Status
Highlights of June 2005 Financial Statements**

Cash and Investment

Cash and investment balances remain strong at approximately \$18 million. The college invested \$2.5 million in a certificate of deposit with a yield of 3.75%. The average June yield is 2.97% up from May's yield of 2.89%.

Revenues

June revenues reflect an accrual of \$1.8 million for the fourth quarter state aid payment even though the cash was not received until July.

Expenses

General fund expenses ended up at 97% of budget.

Budget Compliance

All appropriation categories are within budget.

Exhibit: 10.a
September 14, 2005
Approve: ____ Yes ____
No
Motion: _____

**CENTRAL OREGON COMMUNITY COLLEGE
BOARD OF DIRECTORS**

RESOLUTION

Prepared by: Lisa M. Bloyer-Accounting Manager

A. Action Under Consideration

Approve transfer of \$50,000 of budget authority and a like amount of appropriation authority from the Contingency Funds appropriation unit to the General Institutional Support account within the College Support Services appropriation unit.

B. Discussion/History

The Katrina hurricane has left some colleges in the affected area unable to operate at this time. It is estimated that more than 30 colleges and universities in the Gulf Coast region have been severely damaged by the hurricane, and that up to 100,000 students have been displaced. The purpose of this resolution is to assist students who were planning to attend a college or university that has been damaged to the extent that the students are now unable to attend. This resolution will allow the equivalent of up to 20 full-time students to attend Central Oregon Community College tuition free for the 2005-06 academic year.

C. Options/Analysis

1. Approve budget and appropriation transfer.
2. Do not approve budget and appropriation transfer
3. Approve a budget and appropriation transfer for a different amount.

D. Timing

Approving the resolution at this time will allow the College to offer tuition waivers beginning fall term for students previously admitted to colleges that have been affected by Hurricane Katrina.

E. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College do hereby authorize the transfer of \$50,000 of budget authority and a like amount of appropriation authority from the Contingency Fund to the General Institutional Support account within the College Support Services appropriation unit. The purpose of the transfer will be to offer tuition waivers to students previously admitted to a college or university that was impacted by Hurricane Katrina to the extent that now they are unable to attend.

F. Budget Impact

This resolution will reduce the contingency from \$ 300,000 to \$250,000 and result in potential additional expenditures not to exceed \$50,000. The exact amount of expenditures will be dependent on the number of qualified students who take advantage of this tuition waiver program.