



CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – AGENDA
Wednesday, April 14, 2021 – 5:45 PM
Zoom / Facebook Live

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:45pm				
	I. Call to Order			Skatvold
	II. Native Lands Acknowledgement	2a.1*		Skatvold
	III. Roll Call			Kovitz
	1. Board Members & Guests			
	IV. Agenda Changes			Skatvold
	V. Public Comment			Kovitz
	VI. President's Report			Chesley
	1. All-Oregon Academic Team Members			Moore ^A
	VII. Consent Agenda***			Skatvold
	1. Minutes			
	a. Regular Meeting (March 10, 2021)	7a.1*	X	
	2. Approval - New Deputy Clerk	7b.1*	X	Dona
	3. Approval of Faculty Contract	7c.1*	X	Boehme ^A
	VIII. Adjourn to Budget Committee Meeting			
	1. Budget Committee			Dona ^A
	IX. Adjourn to Open Session			
	X. Information Items			
	1. Financial Statement	8a.1*		Knutson ^A
	2. New Hire Reports	8b.1*		Boehme ^A
	3. Legislative Update			Chesley ^{AP}
	4. Strategic Goal #3 Update – Community Enrichment			Downing/Lantis ^{AP}
	5. Zahl Classroom naming	8c.1*	X	Boone ^A
	XI. Old Business			
	1. Re-Opening Plan Update			Boone/Andresen ^{AP}
	XII. New Business			
	1. Tuition and Fees Proposal	10a.1*	X	Dona ^A
	2. Policy Review	10b.1*		Tatom ^A
	XIII. Board of Directors' Operations			Skatvold

* Material to be distributed via e-mail & USPS (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.

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1. Board Member Activities

XIV. President's Report - Continued

Chesley

XV. Adjourn to Executive Session

XVI. Executive Session

ORS 192.660 section 1, subsection i, Performance Evaluation of CEO

XVII. Adjourn to Open Session

XVIII. Open Session

XIX. Dates

1. Friday, April 16, 2021 - Policy Review Committee Meeting @12:00pm
2. Wednesday, May 12, 2021 - Board of Directors' Meeting @5:45pm
3. Tuesday, May 25, 2021 - Board Student Success Committee Meeting @ 3:00pm

XX. Adjourn

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Purpose: To acknowledge someone is to say, “I see you. You are significant.” The purpose of a land acknowledgement is to recognize and pay respect to the original inhabitants of a specific region. It is an opportunity to express gratitude and appreciation to those whose territory you exist in.

COCC Land Acknowledgement

(Condensed Version)

COCC would like to acknowledge that the beautiful land our campuses reside on, are the original homelands of the **Wasq’ú** (Wasco), and the **Wana Lama** (Warm Springs) people. They ceded this land to the US government in the Treaty of 1855. The **Numu** (Paiute) people were forcibly moved to the Warm Springs Indian Reservation starting in 1879. It is also important to note that the Klamath Trail ran north through this region to the great Celilo Falls trading grounds and the Klamath Tribes claim it as their own. Descendants of these original people are thriving members of our communities today. We acknowledge and thank the original stewards of this land.



CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – MINUTES
Wednesday, March 10, 2021 – 5:45 PM
Zoom / Facebook Live

TIME**	ITEM	ENC.*	ACTION	PRESENTER
5:45pm	I. Call to Order			Skatvold
	II. Native Lands Acknowledgement Erica Skatvold read the COCC Native Land Acknowledgement.	2a.1*		Skatvold
	III. Roll Call <u>Board Members & Guests present</u> Alan Unger, Erica Skatvold (Chair), Oliver Tatom, Laura Craska Cooper, Jim Clinton, Bruce Abernethy, Laurie Chesley (COCC President), Alicia Moore, Zak Boone, David Dona, Betsy Julian, Matt McCoy, Laura Boehme, Cathleen Knutson, Alan Nunes, Amy Wheary, Dan Alberghetti, Deena Cook, Eric Magidson, Jacquelyn Coe, Julie Downing, Kathryne Myers, Kristine Roshau, Mark Reinecke, Michele Decker, Paula Simone, Peter Casey, Rebecca Walker-Sands, Sharla Andresen, Susan Miller, Vaughan Briggs, Vickery Viles, Jenn Kovitz			Kovitz
	IV. President's Report			Chesley Julian
	A. Faculty Recognition			
	1. Tenure	4a.1*	X	
	Motion to approve Tenure			
	<ul style="list-style-type: none"> • 1st Oliver Tatom • 2nd Bruce Abernethy • Motion Approved – Six Approved. None opposed. Joe Krenowicz was absent for vote.			
	2. Promotion	4b.1*	X	
	Motion to approve Promotion			
	<ul style="list-style-type: none"> • 1st Alan Unger • 2nd Jim Clinton • Motion Approved – Six Approved. None opposed. Joe Krenowicz was absent for vote.			
	3. Sabbatical	4c.1*	X	
	Motion to approve Sabbatical			
	<ul style="list-style-type: none"> • 1st Laura Craska Cooper • 2nd Bruce Abernethy • Motion Approved – Six Approved. None opposed. Joe Krenowicz was absent for vote.			
	4. Emeritus	4d.1*	X	

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Motion to approve Emeritus

- 1st Jim Clinton
- 2nd Laura Craska Cooper
- Motion Approved – Six Approved. None opposed. Joe Krenowicz was absent for vote.

B. Administrator/Confidential Emeritus 4e.1* X Boehme

Motion to approve Emeritus

- 1st Oliver Tatom
- 2nd Alan Unger
- Motion Approved – Six Approved. None opposed. Joe Krenowicz was absent for vote.

A celebration and board approval of the faculty, administrators, and classified staff receiving Emeritus status, as well as a celebration and board approval of faculty receiving tenure, promotions, and sabbaticals. Congratulations to Peter Casey, Michele Decker, Rebecca Walker-Sands, Vickery Viles, Julie Smith, as well as Vaughan Briggs, Jacquelyn Coe, Susan Miller, Alan Nunes, Paula Simone, Amy Wheary, Michelle Aistear, Cierra Buer, Matthew Higgins, Leslie Houston, Kristin Lambert, Kimber Mattox, Eileen Sather, Lisa Shipman, Carrie Walker, Hal Wershow, Angie Cole, Kristin Dorsey, Michael Hansen, Merideth Humphries, Beth Palmer, Michel Waller, Shannon Waller, Wendi Wampler, Jonathan Wolf, Kevin Grove, Tim Peterson, Eric Magidson, Jim Moodie, Emma Chaput, and Michael Gesme.

V. Agenda Changes

Skatvold

1. Old Business addition – Board Policy Review – GP 5
2. Public Comment addition – General Public Comment

VI. Public Comment

Skatvold

1. Notice of Supplemental Budget Hearing 6a.1*
2. Public Comment
No public comment.

Dona^A

Kovitz

VII. Consent Agenda***

1. Minutes
 - a. Regular Meeting (February 10, 2021) 7a.1* X Skatvold
 2. Resolution of Supplemental Budget Hearing 7b.1* X Dona^A

Motion to approve Consent Agenda

- 1st Bruce Abernethy
- 2nd Laura Craska Cooper
- Motion Approved – Six Approved. None opposed. Joe Krenowicz was absent for vote.

VIII. Information Items

1. Financial Statement 8a.1* Knutson^A

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- No questions at this time.
- | | | | |
|--|-------|--|---------------------------|
| 2. New Hire Reports | 8b.1* | | Boehme ^A |
| No questions at this time. | | | |
| 3. Re-Opening Plan Update | 8c.1* | | McCoy ^A |
| No questions at this time. | | | |
| 4. Legislative Update | 8d.1* | | McCoy ^A |
| Discussion around readiness for common course numbering and academic transfer credits within community colleges and universities. | | | |
| 5. CPS Update | | | Dona/Chesley ^A |
| COCC is undertaking an independent review of Campus Public Safety which will take approximately three weeks. All current CPS officers have been placed on paid administrative leave. | | | |

IX. Old Business

- | | | | |
|---|-------|---|--------------------|
| 1. Board Policy Review – Committee Principles, Nondiscrimination 1 st and 2 nd reading | 9a.1* | X | Tatom ^A |
| 2. Board Policy Review – GP 5 | | | |
| Motion to approve Governance Policy 5 | | | |
| <ul style="list-style-type: none"> • 1st Alan Unger • 2nd Jim Clinton • Motion Approved – Six Approved. None opposed. Joe Krenowicz was absent for vote. | | | |

X. New Business

- | | | | |
|---|--------|---|--------------------------|
| 1. Library Boiler & Chiller Replacement | 10a.1* | X | McCoy/Myers ^A |
| Motion to approve Library Boiler Replacement | | | |
| <ul style="list-style-type: none"> • 1st Jim Clinton • 2nd Bruce Abernethy • Motion Approved – Six Approved. None opposed. Joe Krenowicz was absent for vote. | | | |
| Motion to approve Library Chiller Replacement | | | |
| <ul style="list-style-type: none"> • 1st Jim Clinton • 2nd Alan Unger • Motion Approved – Six Approved. None opposed. Joe Krenowicz was absent for vote. | | | |
| 2. LMS transition / Instructure Canvas | 10b.1* | X | Julian ^A |
| Motion to approve LMS transition (Learning Management System) | | | |
| <ul style="list-style-type: none"> • 1st Oliver Tatom • 2nd Laura Craska Cooper • Motion Approved – Six Approved. None opposed. Joe Krenowicz was absent for vote. | | | |

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3. Tuition Perspectives Dona/Chesley^A
A presentation by Dr. Chesley with support from Alicia Moore, Vice President of Student Affairs, David Dona, Chief Financial Officer and Zak Boone, Chief Advancement Officer, on tuition perspectives in higher education and specifically at COCC. This was followed by a discussion amongst board members on their own perspectives and philosophies towards tuition.

XI. Board of Directors' Operations

Skatvold

1. Board Member Activities

Alan Unger	Phone calls with Erica Skatvold and Laurie Chesley, OCCA Executive Board meeting, COCC College Affairs meeting, visited COCC's Barber Library
Bruce Abernethy	Conversations with Laurie Chesley
Laura Craska Cooper	COCC Foundation meeting, taught Continuing Education class, Policy Review Committee meeting, conversations with Erica Skatvold and Laurie Chesley
Jim Clinton	Phone calls with Laurie Chesley
Erica Skatvold	Phone calls with Alan Unger and Laurie Chesley, Policy Review Committee meeting, phone call with Laura Craska Cooper
Joe Krenowicz	No activities to report.
Oliver Tatom	Policy Review Committee meeting, conversation with Laurie Chesley

XII. President's Report - Continued

Chesley

Dr. Chesley acknowledged and thanked COCC's Campus Services and custodial employees, who have worked so hard on our campuses for the College throughout the pandemic.

XIII. Dates

1. Friday, March 26, 2021 – Board of Directors' Spring Retreat 9:00am – 12:00pm
2. Tuesday, March 30, 2021 – Board Student Success Committee meeting @ 3:00pm
3. Tuesday, April 6, 2021 – COCC Real Estate Committee meeting @ 3:30pm
4. Wednesday, April 14, 2021 – Board of Directors' Meetings @ 5:45pm

XIV. Adjourn to Executive Session

XV. Executive Session

ORS 192.660 section 1, subsection d, Labor Negotiations

ORS 192.660 section 1, subsection i, Performance Evaluation of CEO

XVI. Adjourn to Open Session

XVII. Open Session

XVIII. Adjourn

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Central Oregon Community College Board of Directors: Resolution

Subject	Approve new Deputy Clerk for 2020-21
Strategic Plan Connection	Institutional Efficiency Strengthen systems, policies and procedures to create more proactive, responsive and effective internal processes.
Prepared By	David Dona, CFO

A. Background

Each year it is necessary for the Board of Directors to designate the Budget Officer and Deputy Clerks of the District. It is their responsibility to carry out Board policy and oversee the day-to-day legal and fiscal affairs of the District. The College identifies three authorized signers each year to ensure one is available to conduct business anytime throughout the fiscal year. Betsy Julian has been identified to replace the former Deputy Clerk, Matt McCoy for the remainder of fiscal year 2020-21.

B. Options

- 1) Approve the new Deputy Clerk.
- 2) Do not approve the new Deputy Clerk.

C. Timing

The new Deputy Clerk will allow for three authorized College signers for the remainder of the 2020-21 fiscal year.

D. Budget Impact

N/A

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors do hereby designate Betsy Julian as a Deputy Clerk for the period of April 15, 2021 through June 30, 2021.

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

Prepared by: Sharla Andresen – Director of Contracts and Risk Management and Julie Downing – Instructional Dean

Subject	Faculty Negotiations
Strategic Plan Themes and Objectives	
Institutional Efficiency	IE-1: Improve practices and systems related to providing a supportive and productive workplace.

A. Background

The current 2019-2023 Collective Bargaining Agreement between the Central Oregon Community College Board of Directors and the Central Oregon Community College Faculty Forum Article 7.1b states “representatives of the Faculty Forum and the College will meet, beginning in January 2021, to develop the strategies for distributing the three percent (3%) into the full-time and adjunct salary schedule.”

The Administrative team; Julie Downing - Co-chair, Sharla Andresen - Co-chair, and Tyler Hays -Director of Admissions/Registrar met with the Faculty team; Andria Woodell - Professor - Chair, Kathy Smith -Professor, and Jacquelyn Coe -Assistant Professor II; and reached a tentative agreement on February 25, 2021. The Faculty Forum submitted the proposed tentative agreement to its members for a vote and it was approved. A summary of the tentative agreement and two addendums have been attached to this Resolution.

B. Budget Impact

The 2021-2022 budget includes the 3% salary increase.

C. Options/Analysis

- Approve the Collective Bargaining Agreement between Central Oregon Community College Board of Directors and the Central Oregon Community College Faculty Forum Article 7 salary compensation modification.
- Decline the Collective Bargaining Agreement between Central Oregon Community College Board of Directors and the Central Oregon Community College Faculty Forum Article 7 salary compensation modification.

D. Timing

The term of the current salary compensation agreement is July 1, 2019 through June 30, 2021. In order to avoid retroactive payments, the College seeks Board approval of the negotiated salary compensation at this time.

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors approves the Collective Bargaining Agreement between Central Oregon Community College Board of Directors and the Central Oregon Community College Faculty Forum Article 7 salary compensation modification.

Addendum A: FULL-TIME FACULTY SALARY SCHEDULE FOR 2021-22 and 2022-23

Assistant Professor 1

	1	2	3	4	5	6	7	8	9	10
2021-22	51207	52221	53255	54311	55386	56484	57603	58746	59910	61099
2022-23	51750	52775	53820	54886	55973	57083	58214	59368	60545	61747

Assistant Professor 2

	4	5	6	7	8	9	10	11	12	13
2021-22	56841	57967	59114	60286	61481	62699	63942	65210	66502	67822
2022-23	57409	58547	59705	60889	62096	63326	64582	65862	67167	68500

Associate Professor

	8	9	10	11	12	13	14	15	16	17	18	19	20	*21	*22
2021-22	65170	66624	68111	69631	71185	72774	74399	76060	77760	79496	81273	83089	84946	86734	87792
2022-23	65822	67291	68792	70327	71897	73502	75143	76821	78537	80291	82086	83920	85795	88034	89432

Professor

	13	14	15	16	17	18	19	20	21	*22	*23
2021-22	76311	77985	79696	81444	83232	85059	86927	88836	90786	92504	93635
2022-23	77074	78765	80493	82259	84064	85910	87796	89724	91694	93804	95275

Faculty step directly down into the next consecutively numbered step in the promoted rank

For example: Assistant 1 step 4 promotes to Assistant 2 step 5
 Assistant 2 step 8 promotes to Associate step 9
 Associate step 14 promotes to Professor step 15

Addendum B: ADJUNCT FACULTY COMPENSATION SCHEDULE FOR 2021-22 and 2022-23

step #	2021-22 \$ per LU	2022-23 \$ per LU
1	\$ 622	\$ 628
2	\$ 639	\$ 645
3	\$ 656	\$ 662
4	\$ 673	\$ 679
5	\$ 690	\$ 696
6	\$ 707	\$ 713
7	\$ 724	\$ 730
8	\$ 741	\$ 747
9	\$ 758	\$ 764
10	\$ 775	\$ 781
11	\$ 792	\$ 798
12	\$ 809	\$ 815
13	\$ 826	\$ 832
14	\$ 843	\$ 849
15	\$ 860	\$ 866
16	\$ 874	\$ 880
17	\$ 888	\$ 894
18	\$ 902	\$ 908
19	\$ 916	\$ 922
20	\$ 930	\$ 936
21	\$ 944	\$ 950
22	\$ 958	\$ 964
22*	\$ 975	\$ 988

*Any adjunct faculty member who is in step 22 in 2020-21 will receive \$975 per LU in 2021-22

*Any adjunct faculty member who is in step 22 in 2021-22 will receive \$988 per LU in 2022-23

Central Oregon Community College
Monthly Budget Status
Highlights of February 2021 Financial Statements

Cash and Investments

The College's operating cash balances currently total \$36.9 million. The February average yield for the Local Government Investment Pool remains unchanged from the prior month at 0.75 percent.

General Fund Revenues

Spring term registration started on February 22nd increasing tuition and fee revenue by \$2.4 million over the prior month. All budgeted transfers-in have been posted for the year.

General Fund Expenses

The expenses through February 2021 include the required budgeted inter-fund transfers-out for the fiscal year.

Budget Compliance

All general fund appropriation categories are within budget.

Central Oregon Community College
Monthly Budget Status
 February 2021

<u>General Fund</u>	<u>Adopted Budget</u>	<u>Year to Date Activity</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Percent of Budget Current Year</u>	<u>Percent of Budget Prior Year</u>
Revenues					
District Property Taxes:					
Current Taxes	\$ 18,554,000	\$ 17,703,299	\$ (850,701)	95.4%	93.6%
Prior Taxes	475,000	391,029	(83,971)	82.3%	125.1%
Tuition and fees	17,939,000	13,977,638	(3,961,362)	77.9%	85.0%
State Aid	8,075,000	6,218,315	(1,856,685)	77.0%	88.2%
Program and Fee Income	40,000		(40,000)	0.0%	17.5%
Interest & Misc. Income	180,000	48,420	(131,580)	26.9%	29.2%
Transfers-In	2,100,000	2,100,000	-	100.0%	100.0%
Total Revenues	\$ 47,363,000	\$ 40,438,701	\$ (6,924,299)		
Expenses by Function					
Instruction	\$ 22,357,817	\$ 12,363,150	\$ 9,994,667	55.3%	59.4%
Academic Support	4,191,531	2,255,878	1,935,653	53.8%	63.1%
Student Services	5,252,869	2,922,618	2,330,251	55.6%	54.1%
College Support	6,033,401	3,322,020	2,711,381	55.1%	62.9%
Plant Operations and Maintenance	4,770,050	2,488,311	2,281,739	52.2%	53.2%
Information Technology	4,697,012	2,639,055	2,057,957	56.2%	53.6%
Financial Aid	112,897	36,176	76,721	32.0%	66.8%
Contingency	800,000		800,000	0.0%	0.0%
Transfers-Out	1,840,620	1,840,620	-	100.0%	100.5%
Total Expenses	\$ 50,056,197	\$ 27,867,828	\$ 22,188,369		
Revenues Over/(Under) Expenses	\$ (2,693,197)	\$ 12,570,873	\$ 15,264,070		

Central Oregon Community College
Monthly Budget Status
 February 2021

	Adopted Budget	Year to Date Activity	Variance Favorable (Unfavorable)	Percent of Budget Current Year	Percent of Budget Prior Year
Non General Funds					
Debt Service Fund					
Revenues	\$ 5,865,252	\$ 5,071,223	\$ (794,029)	86.5%	86.3%
Expenses	5,962,457	2,409,790	3,552,667	40.4%	41.2%
Revenues Over/(Under) Expenses	\$ (97,205)	\$ 2,661,433	\$ 2,758,638		
Grants and Contracts Fund					
Revenues	\$ 4,009,354	\$ 1,987,578	\$ (2,021,776)	49.6%	30.5%
Expenses	4,210,893	2,138,282	2,072,611	50.8%	39.9%
Revenues Over/(Under) Expenses	\$ (201,539)	\$ (150,704)	\$ 50,835		
Capital Projects Fund					
Revenues	\$ 359,198	\$ 309,549	\$ (49,649)	86.2%	128.5%
Expenses	3,792,052	559,443	3,232,609	14.8%	26.5%
Revenues Over/(Under) Expenses	\$ (3,432,854)	\$ (249,894)	\$ 3,182,960		
Enterprise Fund					
Revenues	\$ 6,094,984	\$ 790,202	\$ (5,304,782)	13.0%	53.9%
Expenses	6,908,188	3,206,090	3,702,098	46.4%	58.6%
Revenues Over/(Under) Expenses	\$ (813,204)	\$ (2,415,888)	\$ (1,602,684)		
Auxiliary Fund					
Revenues	\$ 8,099,716	\$ 5,886,507	\$ (2,213,209)	72.7%	72.7%
Expenses	10,787,175	6,259,957	4,527,218	58.0%	55.7%
Revenues Over/(Under) Expenses	\$ (2,687,459)	\$ (373,450)	\$ 2,314,009		
Reserve Fund					
Revenues	\$ 12,206	\$ -	\$ (12,206)	0.0%	0.0%
Expenses	525,000	499,895	25,105	95.2%	93.9%
Revenues Over/(Under) Expenses	\$ (512,794)	\$ (499,895)	\$ 12,899		
Financial Aid Fund					
Revenues	\$ 14,963,870	\$ 5,167,950	\$ (9,795,920)	34.5%	57.9%
Expenses	15,039,975	7,119,448	7,920,527	47.3%	60.6%
Revenues Over/(Under) Expenses	\$ (76,105)	\$ (1,951,498)	\$ (1,875,393)		
Internal Service Fund					
Revenues	\$ 215,176	\$ 42,860	\$ (172,316)	19.9%	55.9%
Expenses	251,785	90,897	160,888	36.1%	63.3%
Revenues Over/(Under) Expenses	\$ (36,609)	\$ (48,037)	\$ (11,428)		
Trust and Agency Fund					
Revenues	\$ 9,799	\$ 2,289	\$ (7,510)	23.4%	60.1%
Expenses	18,050	5,610	12,440	31.1%	46.5%
Revenues Over/(Under) Expenses	\$ (8,251)	\$ (3,321)	\$ 4,930		

Central Oregon Community College

Cash and Investments Report

As of February 28, 2021

College Portfolio	<u>Operating Funds</u>	<u>Trust/Other Funds</u>
Cash in State Investment Pool		
4089 - General operating fund	\$ 35,946,746	
3624 - Robert Clark Trust		\$ 387,494
February Average Yield 0.75%		
Cash in USNB	\$ 1,015,063	
Cash on Hand	\$ 4,600	
Total Cash	<u>\$ 36,966,409</u>	<u>\$ 387,494</u>



Central Oregon Community College
Board of Directors
 New Hires Report
 Date of Hire: March 1-31, 2021

Exhibit No.:

Name	Hire Date	Job Description	Department
Classified Full-Time			
Nakato, Kelli	3/1/2021	Campus Custodian Lead	Custodial Services
Classified Part-Time			
DiMedio, Jillian	3/1/2021	Sustainability Coordinator	Plant Administration
Temporary Hourly			
Burdine, Jessica	3/29/2021	Phlebotomy Lab Assistant	Allied Health
English, Jordan Elizabeth	3/29/2021	LMT Teaching Assistant	Licensed Massage Therapy
Noble, Logan Clark	3/8/2021	EMT Lab Assistant	Emergency Medical Services
Park, Noah Timothy	3/30/2021	MATC Instructional Assistant	Manufacturing Processes
Saunders, Jordan Summerly	3/15/2021	Phlebotomy Lab Assistant	Allied Health



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Michele DeSilva as Library Systems & Discovery Librarian
Student Success	SS-2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.
Student Experience	SE-1: Develop and implement a comprehensive approach to academic offerings and student support services on all campuses and online.
Community Enrichment	CE-1: Cultivate new and strengthen existing connections/ partnerships with Educational Stakeholders, including PreK-12, universities (higher education), lifelong learners and business and industry.
Prepared By	Naomi Roundtree, Director of Human Resources

A. Background

The Library Systems & Discovery Librarian is a replacement position.

B. Timing

The Library Systems & Discovery Librarian position is a 1.0 FTE, 12-month employment contract each fiscal year. For the 2020-21 fiscal year, the initial employment contract period will be from April 19, 2021 to June 30, 2021. As with all other full-time Administrator employees, a new contract will be prepared for the next academic year that begins on July 1.

C. Budget Impact

This position is in the 2020-21 budget and conforms to the current approved Administrator salary schedule.

Michele DeSilva is currently an IT Applications Analyst for the City of Bend. In addition, Michele's career includes two years as Public Services Manager at Deschutes Public Library where she served as a member of the public library's leadership team managing technology services, adult research & education; four years as COCC Barber Library's Emerging Technologies Librarian serving as the primary responsible administrator for all of the library's systems and its website; and four years as COCC Barber Library's Circulation Coordinator & Technology Facilitator managing the daily operations of the Circulation department and providing support for the library's integrated system. Michele has a B.A. in Liberal Studies from OSU-Cascades and a Master's in Library and Information Science from the University of Washington.



CENTRAL OREGON
community college

Central Oregon Community College
Board of Directors: Resolution

- A. **Background:** A pioneer of health education in Central Oregon, Nancy Zahl (1930-2005) served as director of the Health Sciences department at COCC in the late 1960s and into the '70s. She transformed the College's nascent Nursing program — launched in 1954 — into a fully articulated and accredited program. Having received her master's degree in nursing education from Oregon Health Sciences University, Zahl helped steer the COCC Nursing program into a new era of training. She scripted the original Nursing curriculum and soon elevated the education into a state-accredited program.

In addition to her administrative leadership role, Zahl was a nursing instructor, both on campus and at St. Charles Hospital (located downtown on "Hospital Hill" at the time). She also coordinated clinical rotations with staff at the hospitals in Redmond and Prineville, making the trip each week to those communities. Additionally, she oversaw the College's campus health clinic. Zahl eventually became director of nursing at St. Charles Hospital and was instrumental in helping configure the layout of the new Bend hospital, which opened in 1975, serving as a senior member of the project's design team. A Nursing scholarship to honor her was later established through the COCC Foundation, and, over the years, many students have found their calling thanks to this funding.

Room 360, also referred to as the Learning Resource Center, or the "LRC," in the Health Careers Center, is a series of four rooms that mimic a hospital floor, used for lab skills and training simulations that are integral and impactful to the Nursing education at COCC — much like Zahl herself.

- B. **Options/Analysis:** In recognition of her leadership in education, health care and nursing, the Board of Directors is recommending naming of Health Careers Center room 360 as the Nancy Zahl Learning Resource Center
- C. **Timing:** As requested
- D. **Budget Impact:** Minor costs for plaque and signage
- E. **Proposed Resolution:** Be it resolved that the Central Oregon Community College Board of Directors does hereby name Health Careers Center classroom 360 the "Nancy Zahl Learning Resource Center"



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

Subject	Approve 2021-22 Tuition and General Fee rates.
Strategic Plan Connection	<ul style="list-style-type: none"> • Student Success • Community Enrichment • Institutional Efficiency
Prepared By	David Dona, Chief Financial Officer

A. Background

For fiscal year 2020-21, COCC has the fifth lowest combined in-district tuition and fee rates of Oregon's seventeen community colleges. Preliminary information indicates that with the proposed tuition and general fee rates, COCC's combined 2021-22 annual in-district tuition and fee rates will remain in the lowest one-third of all Oregon community colleges.

Tuition

There are no proposed increases in any tuition residency categories for fiscal year 2021-22. The proposed tuition rates by residency categories are provided below.

<i>Tuition Rates for fiscal year 2021-22</i>				
Tuition Residency Categories	2020-21 Rates	\$ Assumption	% Assumption	2021-22 Rates
In-District	\$ 109.00	\$ -	0%	\$ 109.00
Non-Resident Veterans	\$ 131.00	\$ -	0%	\$ 131.00
Out-of-District/Border States	\$ 153.00	\$ -	0%	\$ 153.00
Out-of-State/International	\$ 318.00	\$ -	0%	\$ 318.00

General Fees:

COCC assesses three general fees on a per credit basis to all credit students: Technology, Student Activities, and Green Energy. The Student Activities and Green Energy fee have dedicated purposes, whereas the Technology fee supports one of the largest and impactful areas in the College. There are no proposed increases in any of the general fee categories.

<i>General Fees for fiscal year 2021-22</i>				
Fee Categories	2020-21 Rates	\$ Assumption	% Assumption	2021-22 Rates
Technology Fee	\$ 15.00	\$ -	0%	\$ 15.00
Student Activities Fee	\$ 1.50	\$ -	0%	\$ 1.50
Green Energy Fee	\$ 0.25	\$ -	0%	\$ 0.25
	\$ 16.75			\$ 16.75

Annual Tuition and Fees:

For in-district students, COCC remains one of the most affordable community colleges in Oregon. COCC's lower costs, strong Foundation scholarship support, OER textbook savings, State's Oregon Promise program, and Federal direct student aid from stimulus funding will help provide access to an affordable, quality college education.

Annual Cost Comparison [36 Credits]	2020-21 Rates	2021-22 Rates		
Tuition Residency Categories	Tuition/Fees	Tuition/Fees	Total Increase \$	Total Increase %
In-District	\$ 4,527.00	\$ 4,527.00	\$ -	0.0%
Non-Resident Veterans	\$ 5,319.00	\$ 5,319.00	\$ -	0.0%
Out-of-District/Border States	\$ 6,111.00	\$ 6,111.00	\$ -	0.0%
Out-of-State/International	\$ 12,051.00	\$ 12,051.00	\$ -	0.0%

B. Options

- 1) Approve proposed 2021-22 tuition and general fee rates
- 2) Do not approve proposed 2021-22 tuition and general fee rates

C. Timing

This action is required at this time as the 2021-22 summer term registration starts prior to the May Board meeting.

D. Budget Impact

There is no budgeted tuition and fee revenue increases from the proposed 2021-22 tuition and general fee rates.

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors hereby approve the proposed 2021-22 tuition and fee rates presented in Section A.

BEP 1: STAFF TREATMENT

Approved: June 9, 1993 Revised: December 9, 2015; November 9, 2016

The President shall foster a welcoming and inclusive campus environment reflective of our diverse college district, ensuring that working conditions are fair and dignified for all paid and volunteer staff.

Accordingly, the President must:

1. Operate with personnel procedures which clarify personnel rules for staff, provide for effective handling of grievances, and protect against wrongful conditions.
2. Ensure there will be no discrimination or harassment on the basis of age, disability, sex, marital status, national origin, ethnicity, color, race, religion, veteran or military status, sexual orientation, genetic information, gender identity, citizenship status, pregnancy or any other classes protected under Federal and State statutes in any educational programs, activities or employment.
3. Report annually to the board on employee hiring and retention related to the protected classes listed above.
4. Allow staff to file a grievance with the Board when (A) internal grievance procedures have been exhausted and (B) the employee alleges either (i) that Board policy has been violated to his or her detriment or (ii) that Board policy does not adequately protect his or her human rights.
5. Ensure that staff are acquainted with and fully understand their rights under this policy.