



| TIME** | ITEM | ENC.* | ACTION | PRESENTER |
|--------|---|---------|--------|----------------------------|
| 5:45pm | | | | |
| | I. Call to Order | | | Krenowicz |
| | II. Native Lands Acknowledgement | 2a.1* | | Krenowicz |
| | III. Roll Call | | | Kovitz |
| | IV. Agenda Changes | | | Krenowicz |
| | V. Public Comment | | | Krenowicz |
| | VI. Consent Agenda*** | | X | Krenowicz |
| | 1. Regular Meeting Minutes (7.12.23) | 6a.1-6* | | Matthews ^A |
| | VII. Information Items | | | |
| | 1. Monthly Budget Status | 7a.1-4* | | Knutson ^A |
| | 2. New Hire Reports | 7b.1-3* | | Boehme ^A |
| | VIII. Old Business | | | |
| | 1. Madras Campus Update | | | Green ^P |
| | 2. Closing Current Strategic Plan | | | Moore ^P |
| | IX. New Business | | | |
| | 1. New Strategic Plan and Next Steps | 9a.1-4* | X | Moore ^P |
| | 2. Draft Activities in Support of the New Strategic Plan | | | Chesley/Moore ^P |
| | 3. ABS Contract Proposal | 9b.1-2* | X | Andresen ^A |
| | 4. Changes to Rules of Procurement | 9c.1* | X | Andresen ^A |
| | 5. Approve Agent of Record | 9d.1* | X | Andresen ^A |
| | X. Board of Directors' Operations | | | Krenowicz |
| | 1. Board Member Activities | | | |
| | XI. President's Report | | | Chesley |
| | XII. Dates | | | Krenowicz |
| | 1. Monday, September 25 – Fall Term Begins | | | |
| | 2. Wednesday, October 11 – Board of Directors' Meeting – Conducted remotely via Zoom | | | |
| | 3. Friday, October 27 – Board of Directors' Fall Retreat – Chandler Lab (Time TBD) | | | |

* 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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4. Wednesday, November 8 – Board of Directors’ Meeting – Redmond Technology Education Center, Room 209 at 5:45 p.m.

XIII. Adjourn

Krenowicz

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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 – AGENDA
Wednesday, July 12, 2023 – 5:45 PM
Boyle Education Center Boardroom / YouTube

| TIME** | ITEM | ENC.* | ACTION | PRESENTER |
|--------|--|----------|--------|-----------------------|
| 5:45pm | I. Call to Order | | | Krenowicz |
| | II. Native Lands Acknowledgement | 2a.1* | | Krenowicz |
| | III. Roll Call | | | Kovitz |
| | <u>Board and Committee Members and Guests</u> | | | |
| | Joe Krenowicz (Vice Chair), Laura Craska Cooper, Alan Unger, Erica Skatvold, Jim Porter, Erin Merz, Erin Foote Morgan, Alicia Moore, Annemarie Hamlin, Michael LaLonde, Laura Boehme, Zak Boone, Julie Downing, Krissa Harris, Paul Taylor, Cathleen Knutson, Kyle Matthews, Jenn Kovitz | | | |
| | IV. Agenda Changes | | | Krenowicz |
| | 1. ABS Contract Proposal has been delayed until September. | | | Matthews |
| | V. Public Comment | | | Krenowicz |
| | None. | | | |
| | VI. Consent Agenda*** | | X | Krenowicz |
| | 1. Regular Meeting Minutes (6.14.23) | 6a.1-18* | | Matthews ^A |
| | a. Motion to approve consent agenda | | | |
| | i. 1 st : Alan Unger | | | |
| | ii. 2 nd : Laura Craska Cooper | | | |
| | iii. Motion approved unanimously | | | |
| | VII. Swear in New Board Members | 7a* | | Krenowicz |
| | 1. Erin Merz, Jim Porter and Erin Foote Morgan were sworn in as new members of the Board. | | | |
| | VIII. Elect New Chair and Vice Chair | | X | Krenowicz |
| | 1. Motion to nominate Joe Krenowicz for Chair | | | |
| | a. 1 st : Laura Craska Cooper | | | |
| | b. 2 nd : Erica Skatvold | | | |
| | c. Motion approved unanimously | | | |
| | 2. Motion to nominate Laura Craska Cooper | | | |

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for Vice Chair

- a. 1st: Erica Skatvold
- b. 2nd: Alan Unger
- c. Motion approved unanimously

IX. Committee Appointments 9a* X Krenowicz

- 1. Based on standing members' current roles and new members' interests, Krenowicz presented his suggestions for the Board's various committees for the 2023–24 academic year. No one asked for any changes.
- 2. Cooper reminded the Policy Review Committee that policies should be sent out to all Board members. Skatvold asked new members to point out anything they notice that should be discussed.
- 3. Unger asked Matthews to share Morgan's email address with the College Affairs Committee.
- 4. Motion to approve the committee appointments
 - a. 1st: Joe Krenowicz
 - b. 2nd: Laura Craska Cooper
 - c. Motion approved unanimously

X. Information Items

- 1. Monthly Budget Status 10a. 1–4* Knutson^A
 - a. Unger asked for more information on open positions in the budget reports. Boehme agreed to provide a summary of each new position in future reports. Unger credited Merz on this insight.
- 2. New Hire Reports 10b.1–4* Boehme^A
 - a. Skatvold congratulated Boehme on hiring a new Senior Systems Administrator after over a year of searching. Boehme confirmed that Dan Alberghetti, a tenured Professor at COCC, has taken on the position.
- 3. Employee of the Year and Diversity Award Recipients 10c.1* Boehme^A
 - a. Colleagues nominated Ryan Bundy for Classified, Christy Chaung for Confidential and Suzie Kristensen for Administrator of the Year Awards. The Faculty of the Year Award winners, Kathy Smith and Michael Rich, were nominated by several of

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their colleagues and students.
Each award includes \$1,000 payment, a designated parking space, and a small trophy. The collective staff of COCC's Marketing and Public Relations department received the Diversity Award.

4. Update on High School Partnerships
 - a. COCC's High School Partnerships (HSP) program allows high school students to earn college credits, either through standard COCC courses or through COCC's College Now (CN) program. Students can enroll for courses at the standard tuition rate, often paid for by their high school. CN allows students to take courses at their high school campus or online, taught by a COCC approved instructor, at \$25/credit.
 - b. Both programs saw an increase in enrollment in the 2022–23 academic year. The recession of COVID was a factor to this growth.
 - c. Students can take courses outside of their school district if their high school's CN program does not offer a course they want to take.
 - d. Challenges HSP currently faces include building capacity and infrastructure for growth, removing barriers for students, and competing programs.

Hamlin/Harris^P

XI. New Business

1. RN to BSN Exploration Proposal
 - a. The Board approved for a Bachelor of Science in Nursing (BSN) program at COCC to Move forward for development. It was originally presented to the Board in May and this is an update.
 - b. The proposed BSN program was explained for the new Board members.
 - c. A bill to approve funding for BSN programs for Oregon community colleges is waiting for the Governor's

11b.1–2* X

Hamlin/Downing^P

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signature. The Board would then need to approve any COCC policy changes, the program would need accreditation approval, and the State would need to approve HECC consortium, curriculum and financial aid programs. COCC would need to hire two or three full-time faculty and several part-time faculty. The goal is to launch the program in the Fall 2025 term.

- d. One challenge COCC faces is hiring faculty with competitive salaries.
 - e. Resolution to approve development of BSN program at COCC
 - i. 1st: Erica Skatvold
 - ii. 2nd: Laura Craska Cooper
 - iii. Motion approved unanimously
2. August Meeting Decision X Krenowicz
- a. Motion to cancel the August meeting of the Board of Directors
 - i. 1st: Laura Craska Cooper
 - ii. 2nd: Jim Porter
 - iii. Motion approved unanimously

XII. Board of Directors' Operations Krenowicz

- 1. Laura Craska Cooper
 - a. June 17: Attended Commencement
 - b. June 27: Real Estate Committee Meeting
 - c. Phone call with Paul Taylor re: potential sale of Awbrey Butte property
 - d. July 7: Meeting with Dr. Chesley
 - e. July 9: Board Strategic Planning Retreat
- 2. Erica Skatvold
 - a. June 17: Attended Commencement
 - b. July 9: Board Strategic Planning Retreat
- 3. Erin Foote Morgan
 - a. July 9: Board Strategic Planning Retreat
- 4. Jim Porter
 - a. July 9: Board Strategic Planning Retreat
- 5. Alan Unger:
 - a. June 17: Attended Commencement
 - b. Phone call with Karen Smith, Interim Director of Oregon Community College Association

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July 6: Audit & Finance Committee Meeting

6a.5

c. July 9: Board Strategic Planning Retreat

6. Erin Merz

a. July 9: Board Strategic Planning Retreat

7. Joe Krenowicz

a. June 27: Real Estate Committee Meeting

b. July 6: Audit & Finance Committee Meeting

c. July 9: Board Strategic Planning Retreat

XIII. President's Report

Moore/Boone

1. Commencement ceremony was a success with over 700 students graduating with degrees or certificates and about 250 students participating in-person
2. Summer enrollment has shown an increase in FTE courses. Students have been registering for the upcoming Fall term since early May.
3. Student housing applications are on par for last year's numbers and open spaces are almost full.
4. Rep. Breeze-Iverson asked for lottery dollars in Jefferson County for COCC's Madras campus expansion project. The Governor recently signed a bill allowing the Madras campus to receive \$4.1 million on construction funds from the Oregon State Lottery. The total funds raised for the project are about \$5.9 million, pending a signature from the Governor.

XIV. Dates

Krenowicz

1. Wednesday, September 13 – Board of Directors' Meeting – BEC Board Room at 5:45 p.m.
2. Friday, October 27 – Board of Directors' Fall Retreat

XV. Adjourn to Executive Session

Krenowicz

ORS 192.660(2)(e), for the purpose of discussing real property transactions

XVI. Adjourn to Open Session

Krenowicz

XVII. Proposal for Sale of Land

18a.1-2* X

LaLonde/Taylor^A

1. The Board discussed recommendation of sale of the 6.05-acre property on Awbrey Butte to Bend Originals LLC for \$2.25 million. Taylor recommended

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modifications to the agreement.

6a.6

2. The Board decided to accept the offer with Taylor's proposed modifications to the agreement.

XVIII. Adjourn

Krenowicz

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Sept 13, 2023

Central Oregon Community College
Monthly Budget Status
Highlights of July 2023 Financial Statements

Cash and Investments

The College's operating cash balances currently total \$35.9 million. The average yield for the Local Government Investment Pool increased from 4.05 percent in June 2023 to 4.11 percent in July 2023.

General Fund Revenues

Tuition and fee revenues represent fall term enrollment as of the end of July. The budgeted transfers-in have will be posted at year-end, if necessary.

General Fund Expenses

The expenses 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
July 2023

13-Sep-23

| <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 | \$ 21,842,000 | \$ - | \$ (21,842,000) | 0.0% | 0.0% |
| Prior Taxes | 460,000 | 4,387 | (455,613) | 1.0% | 19.4% |
| Tuition and fees | 17,374,000 | 3,856,447 | (13,517,553) | 22.2% | 22.7% |
| State Aid | 9,793,000 | - | (9,793,000) | 0.0% | 0.0% |
| Program and Fee Income | 40,000 | - | (40,000) | 0.0% | 0.0% |
| Interest & Misc. Income | 244,000 | 6,124 | (237,876) | 2.5% | 2.9% |
| Transfers-In | 4,860,000 | - | (4,860,000) | 0.0% | 48.6% |
| Total Revenues | \$ 54,613,000 | \$ 3,866,958 | \$ (50,746,042) | | |
| Expenses by Function | | | | | |
| Instruction | \$ 24,617,100 | \$ 589,471 | \$ 24,027,629 | 2.4% | 1.9% |
| Instructional Support | 5,270,297 | 415,984 | 4,854,313 | 7.9% | 9.2% |
| Student Services | 6,465,663 | 275,224 | 6,190,439 | 4.3% | 4.6% |
| College Support | 5,847,565 | 241,668 | 5,605,897 | 4.1% | 5.4% |
| Campus Services | 4,966,239 | 386,832 | 4,579,407 | 7.8% | 2.0% |
| Information Technology | 5,738,544 | 464,152 | 5,274,392 | 8.1% | 10.8% |
| Financial Aid | 100,000 | 4,248 | 95,752 | 4.2% | 1.1% |
| Contingency | 1,000,000 | - | 1,000,000 | 0.0% | 0.0% |
| Transfers-Out | 2,410,938 | 2,409,138 | 1,800 | 99.9% | 98.3% |
| Total Expenses | \$ 56,416,346 | \$ 4,786,717 | \$ 51,629,629 | | |
| Revenues Over/(Under) Expenses | \$ (1,803,346) | \$ (919,759) | \$ 883,587 | | |

Central Oregon Community College
Monthly Budget Status
 July 2023

13-Sep-23

| | <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> |
|---------------------------------------|---------------------------|----------------------------------|---|---|---|
| <u>Non General Funds</u> | | | | | |
| Debt Service Fund | | | | | |
| Revenues | \$ 5,803,797 | \$ 639 | \$ (5,803,158) | 0.0% | 21.9% |
| Expenses | 5,750,447 | - | 5,750,447 | 0.0% | 0.0% |
| Revenues Over/(Under) Expenses | \$ 53,350 | \$ 639 | \$ (52,711) | | |
| Grants and Contracts Fund | | | | | |
| Revenues | \$ 4,643,524 | \$ 124,361 | \$ (4,519,163) | 2.7% | 0.4% |
| Expenses | 4,711,428 | 172,669 | 4,538,759 | 3.7% | 3.5% |
| Revenues Over/(Under) Expenses | \$ (67,904) | \$ (48,308) | \$ 19,596 | | |
| Capital Projects Fund | | | | | |
| Revenues | \$ 13,832,724 | \$ 777,400 | \$ (13,055,324) | 5.6% | 21.7% |
| Expenses | 17,714,240 | 621,571 | 17,092,669 | 3.5% | 0.1% |
| Revenues Over/(Under) Expenses | \$ (3,881,516) | \$ 155,829 | \$ 4,037,345 | | |
| Enterprise Fund | | | | | |
| Revenues | \$ 4,877,843 | \$ 361,443 | \$ (4,516,400) | 7.4% | 7.2% |
| Expenses | 5,305,817 | 15,297 | 5,290,520 | 0.3% | 35.2% |
| Revenues Over/(Under) Expenses | \$ (427,974) | \$ 346,146 | \$ 774,120 | | |
| Auxiliary Fund | | | | | |
| Revenues | \$ 5,973,779 | \$ 3,391,846 | \$ (2,581,933) | 56.8% | 44.0% |
| Expenses | 12,402,620 | 855,100 | 11,547,520 | 6.9% | 17.5% |
| Revenues Over/(Under) Expenses | \$ (6,428,841) | \$ 2,536,746 | \$ 8,965,587 | | |
| Reserve Fund | | | | | |
| Revenues | \$ 5,316 | \$ 571 | \$ (4,745) | 10.7% | 0.0% |
| Expenses | 455,000 | - | 455,000 | 0.0% | 93.0% |
| Revenues Over/(Under) Expenses | \$ (449,684) | \$ 571 | \$ 450,255 | | |
| Financial Aid Fund | | | | | |
| Revenues | \$ 15,259,071 | \$ 6,598 | \$ (15,252,473) | 0.0% | 1.0% |
| Expenses | 15,523,065 | 465,449 | 15,057,616 | 3.0% | 3.2% |
| Revenues Over/(Under) Expenses | \$ (263,994) | \$ (458,851) | \$ (194,857) | | |
| Internal Service Fund | | | | | |
| Revenues | \$ 85,000 | \$ 5,405 | \$ (79,595) | 6.4% | 0.0% |
| Expenses | 161,000 | 5,828 | 155,172 | 3.6% | 11.9% |
| Revenues Over/(Under) Expenses | \$ (76,000) | \$ (423) | \$ 75,577 | | |
| Trust and Agency Fund | | | | | |
| Revenues | \$ 9,332 | \$ 1,332 | \$ (8,000) | 14.3% | 4.2% |
| Expenses | 23,500 | - | 23,500 | 0.0% | 0.0% |
| Revenues Over/(Under) Expenses | \$ (14,168) | \$ 1,332 | \$ 15,500 | | |

13-Sep-23

Central Oregon Community College

Cash and Investments Report

As of July 31, 2023

| College Portfolio | <u>Operating Funds</u> | <u>Trust/Other Funds</u> |
|--------------------------------------|----------------------------|------------------------------|
| Cash in State Investment Pool | | |
| 4089 - General operating fund | \$ 35,445,358 | |
| 3624 - Robert Clark Trust | | \$ 383,265 |
| July Average Yield 4.11% | | |
| Cash in USNB | \$ 502,157 | |
| Cash on Hand | \$ 4,600 | |
| Total Cash | <u>\$ 35,952,115</u> | <u>\$ 383,265</u> |



Central Oregon Community College
Board of Directors
New Hires Report
Date of Hire: July 1-31, 2023

| Name | Hire Date | Job Description | Department |
|-----------------------------|------------------|----------------------------------|----------------------------------|
| Classified Full-Time | | | |
| Chen, Ruijing | 7/3/2023 | Enrollment/Cashier Specialist | Admissions |
| Simone, Glenn | 7/17/2023 | Campus Custodian | Custodial Services |
| Classified Part-Time | | | |
| Sparano, Jennifer Arlene | 7/3/2023 | Library Specialist - Collections | Library |
| Temporary Hourly | | | |
| Alexander, Maristine Amber | 7/1/2023 | Activity Coordinator | Regional Svcs. & R.C. Operations |
| Alexander, Maristine Amber | 7/1/2023 | StarTalk Youth Program | Regional Svcs. & R.C. Operations |
| Andreason, April | 7/3/2023 | Substitute Instructor of Adult | Adult Basic Education |
| Blum, Zachary H | 7/17/2023 | Basic Flight instructor | Aviation Program |
| Blum, Zachary H | 7/17/2023 | Flight Instructor-Training | Aviation Program |
| Brija, Casey John | 7/11/2023 | Aviation Tutor II | Tutoring and Testing |
| Franco, Gabriel Sebastian | 7/19/2023 | 3-D Lab Assistant I | Art |
| Hargrove, Erin C | 7/15/2023 | Instructional Assistant-Medical | Medical Assisting |
| Mackey, Stella E | 7/31/2023 | Enrollment and Cashiering | Enrollment Cashiering |
| Olson, Devin T | 7/24/2023 | Flight Instructor- Training | Aviation Program |
| Olson, Devin T | 7/24/2023 | Basic Flight Instructor | Aviation Program |
| Park, Carmen June | 7/1/2023 | Classroom Assistant III | Regional Svcs. & R.C. Operations |



Central Oregon Community College
Board of Directors
New Hires Report
Date of Hire: August 1-31, 2023

| Name | Hire Date | Job Description | Department |
|-----------------------------|------------------|-----------------------------|-------------------------------------|
| Classified Full-Time | | | |
| Czaplicki, Noah | 8/28/2023 | Campus Custodian | Custodial Services |
| Vivanco, Keven | 8/21/2023 | Accounting Technician | Fiscal Services |
| Classified Part-Time | | | |
| Uribe, Natalie E. | 8/23/2023 | Student Services Specialist | Regional Svcs. & Madras Campus Oper |
| Temporary Hourly | | | |
| Cannon, Celeste | 8/1/2023 | Ceramics Lab Assistant | Art |
| Hasbrouck, Keith | 8/14/2023 | Math Tutor (Bend) | Tutoring and Testing |
| Mattox, Jenna Rose | 8/28/2023 | College Now Support | College Now |
| Miller, Galit | 8/10/2023 | Temporary Payroll Assistant | Payroll |
| North, Peter | 8/21/2023 | Bookstore Cashier I | Bookstore |
| Rickard, Adam Hayes | 8/28/2023 | Basic Flight Instructor | Aviation Program |
| Rickard, Adam Hayes | 8/28/2023 | Flight Instructor-Training | Aviation Program |



**Central Oregon Community College
Board of Directors
Faculty and Administrators New Hire Report**

| Faculty Full-Time | | |
|--------------------------|--|--------------------|
| Breah Bollom | Assistant Professor I Nursing | September 12, 2023 |
| Nathan Hovekamp | Full-Time Temporary Faculty Biology | September 12, 2023 |
| Mandalynn Marcus | Full-Time Temporary Faculty Health Information Management | September 12, 2023 |
| Molly Markland | Assistant Professor I Culinary/Program Director | September 12, 2023 |
| Antony Rosso | Assistant Professor I English | September 12, 2023 |
| Amy Shapen | Assistant Professor I Nursing | September 12, 2023 |
| Jim Siekkenen | Assistant Professor I Automotive Technology | September 12, 2023 |

| Administrator Full-Time | | |
|--------------------------------|--|--------------------|
| Brandi Dancen | Apprenticeship Program Manager | September 13, 2023 |
| Robert Hartsock | Information Security Specialist | July 31, 2023 |
| Juliana Madrone | ITS Functional Analyst | September 22, 2023 |
| Kevin Merritt | Pre-Apprenticeship Program Administrator | July 10, 2023 |
| Ashley Thompson | Student Information Analyst | September 5, 2023 |

| Administrator Part-Time | | |
|--------------------------------|---|---------------|
| Geraldine Casimiro | HEP (High School Equivalency Program) Bi-lingual Success Coach | July 10, 2023 |



2023 – 27 Strategic Plan Board of Directors: Resolution

Background

In spring 2022, COCC convened the 2023-27 Strategic Plan Steering Team to facilitate a collaborative process to develop COCC's next strategic plan. Under the guidance of the President and Steering Team co-chairs, the Steering Team engaged in the following activities:

- Participated in strategic plan development training;
- Developed processes to ensure Board, community and employee input to review and update, as needed, COCC's mission, vision, and values, as well as identify new goals and activities;
- Designed assessment framework for the strategic plan; and
- Developed the structure by which the College will implement the strategic plan.

To this end, the College offered opportunities for employee feedback (All-College Kickoff breakout sessions in fall 2022, All-College meetings in winter 2023, and feedback survey in spring 2023); community open forums in Bend, Redmond, Madras, Prineville and Zoom, with more than 70 people participating; and during the Board of Directors' fall 2022 and summer 2023 retreats.

The Steering Team used the following definitions to guide their work:

- Values: Reflect the organization's core principles and ethics; creates a "moral compass" for the organization and its employees; establishes standards against which actions and decisions can be assessed.
- Vision: What we hope to achieve or become in the future; forward-looking and creates a mental image of the ideal state the organization wishes to achieve; it is aspirational and inspirational.
- Mission: Who we serve and why we exist; purpose of the organization focused on its constituents; a succinct statement that explains the organization's reason for existence; includes the who, what and why of your constituents.
- Goals: Broad statement of what an organization wants its constituents to know, learning or do and generally describes what it is trying to accomplish.

Steering Team members included:

- Dray Aguirre, Student
- Vaughan Briggs, Business
- Chris Center, Information Technology
- Teresa DeSitter, Biology
- Michael Fisher, Instructional Administration

- Christopher Hazlett, Humanities and co-chair
- Yasuko Jackson, eLearning
- Galit Miller, Human Resources – Payroll
- Alicia Moore, Student Affairs and co-chair
- Owen Murphy, Health and Human Performance
- Brynn Pierce, Institutional Effectiveness
- David Villanueva, Admissions & Records
- Christy Walker, Diversity and Inclusion

Next Steps

The Steering Team identified key considerations for determining the 2023-27 assessment plan and an implementation structure. Next steps include:

Assessment Plan: Indicators have been identified for each of the goals, with next steps including identifying staff to serve as the leads to set benchmarks and determine targets. Together, the Vice President of Student Affairs and Office of Institutional Effectiveness will develop a dashboard so that the Board of Directors, Senior Leadership Team, and goal and activity leads can regularly track progress towards strategic plan goals. The Strategic Plan Implementation Team will bring an information item on the assessment plan to a future Board of Directors meeting.

Implementation Structure: The primary teams supporting the 2023-27 Strategic Plan will include the Senior Leadership Team, Strategic Plan Implementation Team, and Action Projects teams. Charges and membership for each of these teams will be determined in early fall term and ensure involvement of both key stakeholders and at-large College employees.

Options/Analysis

- Approve the COCC Values, Vision, Mission and Goals as presented in the attached
- Modify the COCC Values, Vision, Mission and Goals as presented in the attached

Timing

Staff request approval at the September 2023 Board of Directors meeting so that the President and Strategic Plan Steering Team may officially launch the 2023-27 Strategic Plan at the start of the 2023-24 academic year.

Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors hereby approves the COCC Values, Vision, Mission and Goals as presented.



2023 – 27 STRATEGIC PLAN

Values

Empowering Students: We create an environment that honors students' strengths, addresses their individual needs and helps them achieve their goals.

Engaging Our Communities: We dedicate ourselves to the vitality of our communities through meaningful, impactful and accessible programs, partnerships and services.

Championing Diversity, Equity, Inclusion and Belonging: We celebrate different cultures, values and viewpoints and commit ourselves to creating a College that proactively addresses systemic injustice and strives for equity, opportunity, and access.

Supporting Colleagues: We embrace the worth and dignity of our faculty and staff and support their integral role in shaping the future of our students and communities.

Achieving Excellence: We create an educational environment that cultivates innovation, creativity and quality and supports all in reaching their highest potential.

Embracing Environmental Sustainability: We commit to responsible stewardship of our natural environment, today and for future generations.

Fostering Communication: We commit to transparent, accessible, and inclusive communication.

Advancing Fiscal and Operational Sustainability: We prioritize academic, fiscal and operational choices that preserve the long-term health of the College, while being nimble and responsive to change.

Vision

At Central Oregon Community College, we are committed to fostering a culture of excellence in education that empowers all members of our communities to reach their full potential. We strive to promote equity, inclusion and sustainability in all aspects of our College, ensuring every student has access to needed resources and supports. By providing high-quality education and building strong community partnerships, we prepare our students to excel in their chosen fields and contribute meaningfully to the workforce needs of our region.

Mission

Central Oregon Community College empowers students and engages communities through high-quality, equitable and accessible lifelong education.

Goals

Student-Ready College: COCC welcomes all students by addressing their individual needs and helping them achieve their goals.

Access: COCC expands access by providing students with equitable opportunities and the resources needed to achieve their goals.

Community Engagement: COCC engages with and responds to the needs of the communities we serve.

Workforce Development: COCC develops and aligns educational opportunities with regional workforce needs and industry standards.

College Sustainability: COCC creates processes and systems to foster a high-quality and operationally sustainable work, learning, and natural environments.



Central Oregon Community College Board of Directors: Board Resolution

| | |
|---|--|
| Subject | ABS Faculty Negotiations 2023-2024 |
| Strategic Plan Theme(s) and Objectives | SS-1: Enhance development of course and program offerings and delivery methods to help students efficiently complete their academic goals. SE-3: Promote diversity, inclusiveness and community on all campuses and online. |
| Prepared By | Sharla Andresen, Director of Contracts/Risk Management Jay Sklenar, Director of Education at Deer Ridge Correctional Inst. |

A. Action Under Consideration

Approval of the 2023-2024 COCC/Adult Basic Skills Instructor Oregon School Employees Association (OSEA) Chapter 700 Salary and Insurance reopener Agreement.

B. Background

Recognizing that the current COCC/Adult Basic Skills Instructor OSEA Chapter 700 Salary and Insurance reopener Agreement expires on June 30, 2023, representatives of the College and the Adult Basic Skills Instructors/OSEA Chapter 700 began meeting in Spring 2023 to negotiate the terms of a Salary and Insurance successor agreement.

Administrative negotiating team members were: Sharla Andresen, Director of Contracts/Risk Management (chair) and Jay Sklenar, Director of Education at Deer Ridge Correctional Inst.

Adult Basic Skills negotiating team members were: Amy Stancliff, ABS Instructor, Cynthia Viles, ABS instructor, and Brian Hanson, OSEA Chapter 700 representative.

The teams reached an agreement on August 16, 2023 and the Adult Basic Skills Instructors voted to approve the tentative agreement on August 28, 2023.

C. Tentative Agreements

A summary of tentative agreements are as follows,

Article Number and Title

Article 19: Salary Compensation - Developed salary increase for the one remaining year in the contract. Salary increase for the final year of the contract:

5.65%

Article 21: Insurance – Updated language to current offerings.

Appendices A and B – Salary schedule updates (2023-24)

D. Budget Impact

The assumptions supporting the 2023-2024 budget included an on average 5.65% salary increase for all Adult Basic Skills Instructors salaries affects the budget by approximately \$20,525. The College has sufficient funds to cover this increase.

E. Options/Analysis

1. Approve the 2023-24 Adult Basic Skills Instructor agreement as negotiated.
2. Decline approval of the 2023-24 Adult Basic Skills Instructor agreement as negotiated.

F. Timing

The term of the current agreement is July 1, 2023 through June 30, 2024. The College seeks Board approval of the negotiated contract at the September 2023 Board meeting to allow the contract to be implemented retroactively to July 1, 2023.

F. Recommendation

Be it resolved that the Board of Directors of Central Oregon Community College hereby approves the 2023-2024 collective bargaining one year reopener for Salaries and Insurance between COCC and the Adult Basic Skills Instructors/Oregon School Employees Association Chapter 700 as negotiated.

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

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| Subject: | Acceptance of proposed change to COCC Rules of Procurement |
| Strategic Plan Connection: | Institutional Efficiency |
| Prepared by: | Sharla Andresen, Director of Risk Management |

A. Background

SB 1047 has passed and therefore COCC is now able to increase its Procurement threshold for goods and services from \$10,000 to \$25,000. This change would bring COCC's Rules of Procurement in line with ORS 279B.065.

Direct purchase – May purchase directly

| <u>Procurement Class</u> | <u>Threshold</u> | <u>COCC Current Limits</u> | <u>Proposed New Limits</u> |
|--------------------------|------------------|----------------------------|----------------------------|
| GOODS & SERVICES | Direct purchase | not to exceed \$10,000 | not to exceed \$25,000 |

B. Options

- 1) Approve recommended change to the Central Oregon Community College Rules of Procurement class threshold dollar limit for direct purchase goods and services.
- 2) Do not approve recommended change to the Central Oregon Community College Rules of Procurement class threshold dollar limit for direct purchase goods and services.

C. Timing

Approval will keep Central Oregon Community College rules of procurement in align with ORS 279B.065.

D. Budget Impact

Budget neutral

E. Proposed Resolution

Be it resolved that the Board of Directors do hereby approve the proposed class procurement threshold change for direct purchase of goods and services to Central Oregon Community College Rules of Procurement (CCRP).

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

| | |
|-----------------------------------|--|
| Subject: | Agent of Record |
| Strategic Plan Connection: | Institutional Efficiency |
| Prepared by: | Sharla Andresen, Director of Risk Management |

A. Background

A formal Request for Proposal was issued for the College's Agent of Record. The College received four responsive bids. The Proposal Evaluation Team, comprised of Josh Clawson, Cathleen Knutson and myself, met and selected the firm Brown & Brown to serve as the College's Agent of Record. The contract period for this solicitation is July 1, 2023 – June 30, 2026 with two one-year options for renewal giving the contract a potential end date of June 30, 2028.

B. Options

- 1) Approve contract award to Brown & Brown.
- 2) Do not approve contract award to Brown & Brown.

C. Timing

Award of this contract will allow for the College to meet the PACE Pool requirement of having an Agent of Record in order to secure its Property, Casualty, and Liability insurance.

D. Budget Impact

Funds have been budgeted for these services.

E. Proposed Resolution

Be it resolved that the Board of Directors do hereby approve the contract for the College's Agent of Record to Brown & Brown.