



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. Adjourn to Budget Committee Meeting			
	1. Budget Committee			Dona <sup>A</sup>
	VII. Adjourn to Open Session			
	VIII. Consent Agenda***			Skatvold
	1. Minutes			
	a. Regular Meeting (April 14, 2021)	8a.1*	X	
	2. 2020-21 End of the Year General Fund Transfers	8b.1*	X	Dona <sup>A</sup>
	3. Wickiup Hall Networking	8c.1*	X	Boehme <sup>A</sup>
	IX. Information Items			
	1. Financial Statement	9a.1*		Knutson <sup>A</sup>
	2. New Hire Reports	9b.1*		Boehme <sup>A</sup>
	3. Legislative Update			Chesley <sup>AP</sup>
	4. Textbooks – Practices, Policies, OER Initiatives			Julian <sup>AP</sup>
	X. Old Business			
	1. Re-Opening Task Force Update			Boone/Andresen <sup>AP</sup>
	2. Policy Review 2 <sup>nd</sup> Reading	10a.1*	X	Tatom <sup>A</sup>
	3. Menu of the Year Recap			Boone/Bouse <sup>AP</sup>
	XI. New Business			
	1. Resolution - New and Suspended Academic Programs	11a.1*	X	Julian <sup>A</sup>
	2. Resolution - New Programs 2020-21	11b.1*	X	Julian <sup>A</sup>
	XII. Board of Directors' Operations			Skatvold
	1. Board Member Activities			

\* Material to be distributed via e-mail & USPS (as necessary)

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\*\*\* 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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**XIII. President's Report**

1. Disability Support Services

**XIV. Adjourn to Executive Session**

**XV. Executive Session**

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

**XVI. Adjourn to Open Session**

**XVII. Open Session**

**XVIII. Dates**

1. Tuesday, May 25, 2021 - Board Student Success Committee Meeting @ 3:00pm
2. Wednesday, June 9, 2021 – COCC Board of Directors' Meeting @ 5:45pm
3. Tuesday, July 6, 2021 – COCC Real Estate Committee Meeting @ 3:30pm
4. Wednesday, July 14, 2021 – COCC Board of Directors' Meeting @ 5:45pm

**XIX. Adjourn**

Chesley  
Rougeux<sup>AP</sup>

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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, 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 Erica Skatvold read the COCC Native Land Acknowledgement.	2a.1*		Skatvold
	III. Roll Call <u>Board Members &amp; Guests</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, Laura Boehme, Cathleen Knutson, Mark Reinecke, Jenn Kovitz, Deena Cook, Glenda Lantis, Julie Downing, Nelida Ruiz-Vargas, Angie Cole, Zelda Ziegler, Tatum Nielsen, Sharla Andresen, Rod Ray, Harry Hamilton, Roger Detweiler, Jasmine Barnett, Richard Hurd, Mark Copeland, Doug Ertner			Kovitz
	IV. Agenda Changes No agenda changes.			Skatvold
	V. Public Comment No public comment.			Kovitz
	VI. President's Report 1. All-Oregon Academic Team Members Angie Cole, Assistant Professor II Education/Early Childhood Education (EDE), and Zelda Ziegler, Professor Chemistry, recognized two outstanding students for their academic achievements. Nelida Ruiz-Vargas (EDE) and Tatum Nielsen (Physics) are both nominated to represent COCC for the All-Oregon Academic Team Award. Both students shared stories of their academic pursuits, offering high-praise for their educational experience at COCC. Ruiz is pursuing a teaching career and Nielsen is pursuing a career in medicine.			Chesley Moore <sup>A</sup>
	VII. Consent Agenda*** 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 <sup>A</sup>
	Motion to approve Consent Agenda • 1 <sup>st</sup> Bruce Abernethy			

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- 2<sup>nd</sup> Laura Craska Cooper
- Motion Approved – Six Approved. None opposed.  
Joe Krenowicz was absent for vote

## VIII. Adjourn to Budget Committee Meeting

### 1. Budget Committee

**Dona<sup>A</sup>**

The Budget Committee convened. David Dona, Chief Financial Officer, presented an in-depth overview of COCC's Budget. President Chesley conveyed budget principles for the College as a whole. Laura Craska Cooper moved to nominate Doug Ertner as Chair of the 2021-2022 Budget Committee. Jim Clinton seconded. Motion carries unanimously. All approved.

## IX. Adjourn to Open Session

### X. Information Items

- |                                                                                                                                                                                                                                               |       |   |                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|---|------------------------------------|
| 1. Financial Statement                                                                                                                                                                                                                        | 8a.1* |   | <b>Knutson<sup>A</sup></b>         |
| No questions at this time.                                                                                                                                                                                                                    |       |   |                                    |
| 2. New Hire Reports                                                                                                                                                                                                                           | 8b.1* |   | <b>Boehme<sup>A</sup></b>          |
| No questions at this time.                                                                                                                                                                                                                    |       |   |                                    |
| 3. Legislative Update                                                                                                                                                                                                                         |       |   | <b>Chesley<sup>AP</sup></b>        |
| President Chesley presented an update on legislative activities highlighting COCC's on-going efforts, budget summary and our involvement and communication with Oregon Legislators.                                                           |       |   |                                    |
| 4. Strategic Goal #3 Update – Community Enrichment                                                                                                                                                                                            |       |   | <b>Downing/Lantis<sup>AP</sup></b> |
| Julie Downing, Instructional Dean, and Glenda Lantis, Continuing Education Director, provided an update on Strategic Goal #3 – Community Enrichment noting the efforts made to refresh the initiatives associated with the Strategic Goal #3. |       |   |                                    |
| 5. Zahl Classroom naming                                                                                                                                                                                                                      | 8c.1* | X | <b>Boone<sup>A</sup></b>           |
| Zak Boone, Chief Advancement Officer, proposed a resolution to rename Health Careers Center room 360 as the Nancy Zahl Learning Resource Center in an effort to honor her contributions to COCC's Health Sciences Department.                 |       |   |                                    |
| Motion to approve Resolution                                                                                                                                                                                                                  |       |   |                                    |
| <ul style="list-style-type: none"> <li>• 1<sup>st</sup> Bruce Abernethy</li> <li>• 2<sup>nd</sup> Oliver Tatom</li> <li>• Motion Approved – Six Approved. None opposed.<br/>Joe Krenowicz was absent for vote</li> </ul>                      |       |   |                                    |

### XI. Old Business

#### 1. Re-Opening Plan Update

**Boone/Andresen<sup>AP</sup>**

Zak Boone and Sharla Andresen, Director of Risk Management, provided information on the required Re-Opening Plan for COCC starting with the re-opening of all campuses on June 14, 2021. Vaccinations, which are available for all Oregonians over 16 years of age, are strongly encouraged for all students and staff.

### XII. New Business

#### 1. Tuition and Fees Proposal

10a.1\*

X

**Dona<sup>A</sup>**

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David Dona proposed a resolution to leave tuition rates at their current 2020-2021 rate. Online course fees are suspended indefinitely.

Motion to approve Resolution

- 1<sup>st</sup> Jim Clinton
- 2<sup>nd</sup> Alan Unger
- Motion Approved – Six Approved. None opposed.  
Joe Krenowicz was absent for vote

2. Policy Review 10b.1\* **Tatom<sup>A</sup>**  
The Policy Review Committee revised the scope of BEP 1: Staff Treatment. It broadens the President’s opening statement and updates the language to include military status, pregnancy and requires annual reporting. This was the 1<sup>st</sup> reading and a vote will take place at the May Board of Directors’ meeting.

### XIII. Board of Directors’ Operations

**Skatvold**

#### 1. Board Member Activities

Alan Unger	OCCA Legislative calls, Spring Board Retreat, phone call with President Chesley, OCCA Executive Meeting, OSU Cascades Advisory Board meeting, Presidential Evaluation Committee, DEI Committee, weekly call with Erica Skatvold
Jim Clinton	Attended Student Success & Real Estate Committees and the Spring Board Retreat Phone call with President Chesley
Oliver Tatom	Attended Policy Review & Student Success Committees, Spring Board Retreat, phone call with President Chesley
Bruce Abernethy	Spring Retreat, Presidential Evaluation Committee
Erica Skatvold	Weekly calls with Board members and President Chesley, Policy Review Committee, Student Success Committee, Spring Board Retreat, Presidential Evaluation Committee

### XIV. President’s Report - Continued

**Chesley**

2. President Chesley celebrated that Alicia Moore, Brynn Pierce and Betsy Julian have been accepted to attend Community College Research Center’s Guided Pathways at Rural Colleges Using Data to Launch Large-Scale Reform event.
3. President Chesley announced that registration is open for COCC’s next forum on Racism: How the Pandemic has Disproportionately Affected the BILAPOC Community.
4. President Chesley offered public congratulations to President -Elect for OSU Corvallis, Becky Johnson.

### 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

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## 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. Wednesday, May 12, 2021 - Budget Committee Meeting @ 5:45pm
4. Tuesday, May 25, 2021 - Board Student Success Committee Meeting @ 3:00pm

## XX. Adjourn

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

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<b>Subject</b>	Approval of the 2020-21 End-of-Year General Fund transfers.
<b>Strategic Plan Connection</b>	Institutional Efficiency
<b>Prepared By</b>	David Dona, Chief Financial Officer

**A. Background**

Part of the 2021-22 budget development strategy includes a \$600,000 end-of-year transfer from the General Fund to the Capital Projects Fund using current year savings. This \$600,000 end-of-year transfer will be directed to the IT Server/Infrastructure (\$105,772), Technology Life-Cycle (\$109,179), Repair & Maintenance (\$220,292), Capital Equipment (\$100,000), and Campus Signage (\$64,757). This transfer moves some of the surplus general fund reserve that is above the Board’s mandated 10% reserve requirement to the Capital Projects Fund. After this transfer, the general fund reserve is projected to be \$5.8 million (13.1%), which is \$1.4 million over the required \$4.4 million reserve requirement. This current year transfer-out reduces next year’s scheduled general fund transfers to the Capital Projects Fund effectively reducing the 2021-22 budgeted appropriations by \$600,000.

**B. Options**

- 1) Approve 2020-21 end-of-year transfer out from the general fund.
- 2) Do not approve 2020-21 end-of-year transfer out from the general fund.

**C. Timing**

Approval of the proposed 2020-21 end-of-year transfer out is requested at this time. Approval now will facilitate the remainder of the budget development process, which includes adoption of the budget by the Board of Directors in June after an additional public hearing.

**D. Budget Impact**

This transfer reduces the current year’s General Fund ending fund balance by \$600,000 and increases the Capital Projects ending fund balance by \$600,000. The transfer will reduce current year budgeted expenditure appropriations (operating contingency) and increase transfers-out appropriations by an equal amount.

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors does hereby approve the 2020-21 end-of-year transfer out of \$600,000 from the General Fund to the Capital Projects Fund as presented in Section A.





## Central Oregon Community College Board of Directors: Resolution

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<b>Subject</b>	<b>Approve costs for ITS replacement of Wickiup Residence Hall Student Network and Services</b>
<b>Strategic Plan Initiatives</b>	<b>Student Success SS-2:</b> Enhance and promote the resources and tools available to help students efficiently complete their academic goal <b>Institutional Efficiency, IE-4:</b> Improve information sharing practices and platforms
<b>Prepared By</b>	Laura Boehme, Chief Information/Human Resources Officer

### A. Background

This motion is the result of an effort to continue supporting student learning and success in the Wickiup residence hall while simultaneously saving the college money for previously contracted out student network and Wi-Fi services . The vendor was unable to reduce costs for the college during the COVID pandemic, thus the College cancelled the contract . This change resulted in Student Services and Information Technology Services (ITS) collaborating to bring the residence hall network to in-house IT operations. In order to provide the required services, the ITS department needs to replace and re-build the entire residence hall network. This will not only save the college money in the long-term, but allow a more seamless student experience. The cost for these contracted services ranged from \$190,000 to \$240,000 annually .

### B. Options/Analysis

Student Services cancelled the contract with the IT vendor, which has already removed networking equipment from the residence hall. The ITS department has evaluated all networking services provided to the residence hall and has determined that in-house operations can provide a better student technology experience. The primary areas impacted and associated costs are as follows: a) network connectivity to a local internet service provider (ISP), LS Networks; b) Wi-Fi controllers and access points throughout the building; and c) network security and infrastructure in the form of firewalls, switches, servers, software configuration, and ongoing maintenance.

Current costs through the college's contracted IT vendors for the replacement of the identified services and infrastructure for the first year amount to \$250,000.

### C. Timing

Purchase equipment and services immediately following board resolution approval to allow for Fall 2021 availability.

### D. Budget Impact

Total costs of \$250,000 in the first year will provide infrastructure and services are as follows: a) network connectivity to a local internet service provider (ISP), LS Networks; b) Wi-Fi controllers and access points throughout the building; and c) network security and infrastructure in the form of firewalls, switches, configuration, and ongoing maintenance.

The funding will come from a combination of existing funds in place for residence hall services and support, much of which was generated by student room rates in previous years: ITS Housing Support Fund, Campus Services Housing Support Fund, Wickiup Hall IT Fund, and the Residence Hall Building Reserve Fund. Note that the replacement costs will offset the annual vendor costs, for a budget neutral impact in the first year. Future years, the ongoing internal maintenance costs are anticipated to be \$40,000 - 50,000, saving the college approximately \$190,000 - \$200,000 annually. This change will not adversely impact the student experience.

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors approve the Wickiup Hall student network replacement costs as outlined in section D of this resolution.

## CENTRAL OREGON COMMUNITY COLLEGE 2018-23 Strategic Plan

### Student Success:

#### Goal Statement:

Provide resources and support to facilitate increased student persistence and educational goal achievement.

#### Goal Intention:

Many students who come to COCC leave before reaching their declared educational goal. COCC will proactively guide students to define goals, and will provide resources and support to achieve them. This will result in a measurable improvement in overall persistence and completion.

#### What will COCC look like when this goal is achieved?

Students create realistic educational goals, academic plans and pathways, and take the courses they need in an efficient and progressive manner while accounting for their non-academic challenges. Resources are known and accessible. The institution tracks students and targets relevant and appropriate resources. Faculty and staff employ innovative practices to increase student engagement, access and success. Students who enter COCC attain or exceed their educational goals.

#### Initiatives:

- SS-1: Enhance development of course and program offerings and delivery methods.
- SS-2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.
- SS-3: Enhance and promote the resources and support services available to help students overcome non-academic challenges.

### Student Experience:

#### Goal Statement:

Provide core academic offerings and student support at all campuses and online.

#### Goal Intention:

Access to core academic offerings and services is limited and inconsistent. COCC will provide core academic offerings and student support services in a coordinated, intentional and predictable way to increase equity in the academic experience online and at all campuses.

#### What will COCC look like when this goal is achieved?

Students complete core academic courses at any of COCC's campuses and online. Students utilize support resources on all campuses and online. Students identify as part of the College community.

#### Initiatives:

- SE-1: Develop and implement a comprehensive approach to academic offerings and student support services on all campuses and online.
- SE-2: Increase access to academic programs and courses on all campuses and online.
- SE-3: Promote diversity, inclusiveness and community on all campuses and online.

## CENTRAL OREGON COMMUNITY COLLEGE 2018-23 Strategic Plan

### Community Enrichment:

#### Goal Statement:

Engage as a collaborative and contributing partner with the community.

#### Goal Intention:

As Central Oregon has grown, opportunities for leadership and collaboration in the community have increased. COCC will cultivate new relationships and strengthen existing connections with workforce, education and other community partners. We will proactively collaborate to meet current and future community needs.

#### What will COCC look like when this goal is achieved?

COCC is recognized throughout the region as a leader and partner in building a stronger and vibrant community. Organizations and communities in the region seek our participation and leadership on initiatives that improve our communities. COCC is a leading provider of workforce training and higher education in the region. Students are highly sought for internships and employment after completing their education and training at COCC.

#### Initiatives:

- CE-1: Cultivate new and strengthen existing connections/ partnerships with Educational Stakeholders, including PreK-12, universities (higher education), lifelong learners and business and industry.
- CE-2: Advance positive regional economic development by assisting with educational and training needs of business, industry and workforce.
- CE-3: Offer College services and expertise in response to community needs.

### Institutional Efficiency:

#### Goal Statement:

Strengthen systems, policies and procedures to create more proactive, responsive and effective internal processes.

#### Goal Intention:

While the College has changed dramatically over the last decade, the institution's operational infrastructure has not kept pace. COCC will examine and improve policies, procedures and systems to make them more efficient, effective and operationally sustainable to provide a high quality work and learning environment.

#### What will COCC look like when this goal is achieved?

Faculty and staff at the College can clearly articulate the decision-making processes. College information is provided in an accurate and consistent way across all platforms. Internal and external audiences know how and where to access information in order to stay informed, accomplish tasks and actively participate. Employees identify as part of the College community and contribute to creating an effective, supportive and inclusive learning and working environment with recognized opportunities for professional growth and development.

#### Initiatives:

- IE-1: Improve practices and structure related to providing a healthy and productive workplace.
- IE-2: Develop uniform, effective and efficient processes.
- IE-3: Define, document and practice clear operational decision-making.
- IE-4: Improve information sharing practices and platforms.

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

**Cash and Investments**

The College's operating cash balances currently total \$37.1 million. The March average yield for the Local Government Investment Pool is down to .60 percent from last report of .75 percent.

**General Fund Revenues**

Spring term registration continues this month increasing tuition and fee revenues by \$2.5 million over the prior month. All budgeted transfers-in have been posted for the year.

**General Fund Expenses**

The expenses through March 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**  
 March 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>
<b>Revenues</b>					
District Property Taxes:					
Current Taxes	\$ 18,554,000	\$ 18,253,526	\$ (300,474)	98.4%	96.5%
Prior Taxes	475,000	440,523	(34,477)	92.7%	129.2%
Tuition and fees	17,939,000	16,522,107	(1,416,893)	92.1%	98.9%
State Aid	8,075,000	6,218,315	(1,856,685)	77.0%	118.1%
Program and Fee Income	40,000	2,019	(37,981)	5.0%	27.1%
Interest & Misc. Income	180,000	53,014	(126,986)	29.5%	32.7%
Transfers-In	2,100,000	2,100,000	-	100.0%	100.0%
<b>Total Revenues</b>	<b>\$ 47,363,000</b>	<b>\$ 43,589,504</b>	<b>\$ (3,773,496)</b>		
<b>Expenses by Function</b>					
Instruction	\$ 22,357,817	\$ 14,384,024	\$ 7,973,793	64.3%	69.3%
Academic Support	4,191,531	2,550,580	1,640,951	60.9%	72.4%
Student Services	5,252,869	3,319,539	1,933,330	63.2%	61.5%
College Support	6,033,401	4,015,220	2,018,181	66.5%	70.6%
Plant Operations and Maintenance	4,770,050	2,852,298	1,917,752	59.8%	59.2%
Information Technology	4,697,012	2,928,473	1,768,539	62.3%	59.8%
Financial Aid	112,897	42,931	69,966	38.0%	68.1%
Contingency	800,000		800,000	0.0%	0.0%
Transfers-Out	1,840,620	1,840,620	-	100.0%	100.5%
<b>Total Expenses</b>	<b>\$ 50,056,197</b>	<b>\$ 31,933,685</b>	<b>\$ 18,122,512</b>		
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (2,693,197)</b>	<b>\$ 11,655,819</b>	<b>\$ 14,349,016</b>		

Central Oregon Community College  
**Monthly Budget Status**  
 March 2021

	Adopted Budget	Year to Date Activity	Variance Favorable (Unfavorable)	Percent of Budget Current Year	Percent of Budget Prior Year
<b>Non General Funds</b>					
<b>Debt Service Fund</b>					
Revenues	\$ 5,865,252	\$ 5,511,336	\$ (353,916)	94.0%	93.4%
Expenses	5,962,457	2,409,790	3,552,667	40.4%	41.2%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (97,205)</b>	<b>\$ 3,101,546</b>	<b>\$ 3,198,751</b>		
<b>Grants and Contracts Fund</b>					
Revenues	\$ 11,009,354	\$ 2,299,891	\$ (8,709,463)	20.9%	38.0%
Expenses	11,210,893	2,487,835	8,723,058	22.2%	46.6%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (201,539)</b>	<b>\$ (187,944)</b>	<b>\$ 13,595</b>		
<b>Capital Projects Fund</b>					
Revenues	\$ 359,198	\$ 309,549	\$ (49,649)	86.2%	128.5%
Expenses	3,792,052	566,618	3,225,434	14.9%	28.2%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (3,432,854)</b>	<b>\$ (257,069)</b>	<b>\$ 3,175,785</b>		
<b>Enterprise Fund</b>					
Revenues	\$ 6,094,984	\$ 909,235	\$ (5,185,749)	14.9%	67.0%
Expenses	6,908,188	3,313,642	3,594,546	48.0%	64.1%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (813,204)</b>	<b>\$ (2,404,407)</b>	<b>\$ (1,591,203)</b>		
<b>Auxiliary Fund</b>					
Revenues	\$ 8,099,716	\$ 6,382,726	\$ (1,716,990)	78.8%	75.8%
Expenses	10,787,175	6,877,275	3,909,900	63.8%	60.5%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (2,687,459)</b>	<b>\$ (494,549)</b>	<b>\$ 2,192,910</b>		
<b>Reserve Fund</b>					
Revenues	\$ 12,206	\$ -	\$ (12,206)	0.0%	0.0%
Expenses	525,000	500,376	24,624	95.3%	93.6%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (512,794)</b>	<b>\$ (500,376)</b>	<b>\$ 12,418</b>		
<b>Financial Aid Fund</b>					
Revenues	\$ 18,963,870	\$ 7,539,607	\$ (11,424,263)	39.8%	64.4%
Expenses	19,039,975	7,138,081	11,901,894	37.5%	61.0%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (76,105)</b>	<b>\$ 401,526</b>	<b>\$ 477,631</b>		
<b>Internal Service Fund</b>					
Revenues	\$ 215,176	\$ 43,178	\$ (171,998)	20.1%	62.5%
Expenses	251,785	95,740	156,045	38.0%	69.7%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (36,609)</b>	<b>\$ (52,562)</b>	<b>\$ (15,953)</b>		
<b>Trust and Agency Fund</b>					
Revenues	\$ 9,799	\$ 2,487	\$ (7,312)	25.4%	66.6%
Expenses	18,050	5,610	12,440	31.1%	46.5%
<b>Revenues Over/(Under) Expenses</b>	<b>\$ (8,251)</b>	<b>\$ (3,123)</b>	<b>\$ 5,128</b>		

## Central Oregon Community College

**Cash and Investments Report**

As of March 31, 2021

College Portfolio	<u>Operating Funds</u>	<u>Trust/Other Funds</u>
<b>Cash in State Investment Pool</b>		
4089 - General operating fund	\$ 35,481,888	
3624 - Robert Clark Trust		\$ 387,691
March Average Yield 0.60%		
<b>Cash in USNB</b>	\$ 1,626,825	
<b>Cash on Hand</b>	\$ 4,600	
Total Cash	<u>\$ 37,113,313</u>	<u>\$ 387,691</u>





## Central Oregon Community College Board of Directors: Resolution

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<b>Subject</b>	Hiring of <b>Carmen Ingulli</b> as <b>Full-Time Assistant Professor of Nursing</b>
<b>Student Success</b>	SS-2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.
<b>Community Enrichment</b>	CE-2: Advance positive regional economic development by assisting with educational and training needs of business, industry and workforce.
<b>Prepared By</b>	<b>Naomi Roundtree, Director of Human Resources</b>

### A. Background

The Full-Time Assistant Professor of Nursing position is a replacement position.

### B. Timing

The **Full-Time Assistant Professor of Nursing** position is a 9-month employment contract each fiscal year. For the 2021-22 fiscal year, the initial employment contract period will be from September 8, 2021 to June 11, 2022. As with all other full-time faculty 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 2021-22 budget and conforms to the current approved Full-Time Faculty salary schedule.

Carmen Ingulli holds a Master's in Nursing from Washington State University and a Bachelor's of Science degree in Nursing from the University of Wisconsin. Carmen also holds an Online Instructor Certification from the Learning Resources Network. Carmen is currently teaching nursing with Concordia University St. Paul in Portland and is teaching part-time in the COCC Nursing Department.



**Board of Directors**  
**New Hires Report**  
 Date of Hire: April 1-30, 2021

<b>Name</b>	<b>Hire Date</b>	<b>Job Description</b>	<b>Department</b>
<b>Classified Full-Time</b>			
Dove, Scott	4/12/2021	Academic Tech Support Spec	eLearning and Academic Technology
Martin, Avery Robert	4/22/2021	Campus Custodian	Custodial Services
Maupin, Sean K	4/12/2021	Campus Custodian	Custodial Services
Moore, Sarah Kathleen	4/1/2021	Academic Tech Support Spec	eLearning and Academic Technology
<b>Classified Part-Time</b>			
Copley, Noelle Gavin Bell	4/19/2021	Sustainability Coordinator	Plant Administration
<b>Temporary Hourly</b>			
Watts, Joshua Jeffrey	4/13/2021	MATC Instructional Assistant	Manufacturing Processes

## **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.



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

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<b>Subject</b>	
<b>Strategic Plan Initiatives</b>	SS-1: Enhance development of course and program offerings and delivery methods.  CE-2: Advance positive regional economic development by assisting with educational and training needs of business, industry and workforce.
<b>Prepared By</b>	Dr. Betsy Julian, Vice President for Instruction

**A. Background**

Excerpt from Oregon Administrative Rules (OAR 589-006-0150): *Community college boards are responsible for approving their college's certificate of completion, associate degree and associate degree option requirements.*

All of the proposed new and suspended degree and certificate proposals below meet COCC, state, and regional accreditation (Northwest Commission on Colleges and Universities) standards. Upon approval by the COCC Board these program changes will be submitted to the Oregon Higher Education Coordinating Commission/Office of Community College and Workforce Development and then to the Northwest Commission on Colleges and Universities as required for each category.

**B. Options/Analysis**

Approve the proposed new and suspended academic programs.  
Decline approval of the new and suspended academic programs.

**C. Timing**

New programs will be available in the 2021-22 Catalog that begins Fall 2021 term. Programs which are ending are immediately unavailable for new students to declare; these programs have been reviewed and approved by COCC's Curriculum Committee with teach-out and communication plans to avoid disruption to in-progress students.

**D. Budget Impact**

Most of the proposed changes consist of current courses which will continue to be offered. The result is a negligible budget impact.

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors approves the following new and suspended academic program changes effective Fall 2021:

New:

Geospatial Science (OSU Transfer) Emphasis AS

Manufacturing CNC Machine Operator CC1

Manufacturing Machining Technician AAS

Suspended:

5426: Medical Billing Specialist CC2

5425: Coding Competency CC2

5485: CNC Machining CC2

5489: Industrial Maintenance CC2

5486: Manual Machining CC2

5490: Quality Assurance CC2

5480: Manufacturing Technology AAS

5484: Manufacturing Technology I CC1

5488: Manufacturing Technology II CC2



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

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<b>Subject</b>	
<b>Strategic Plan Initiatives</b>	SS-1: Enhance development of course and program offerings and delivery methods.
<b>Prepared By</b>	Dr. Betsy Julian, Vice President for Instruction

**A. Background**

Excerpt from Oregon Administrative Rules (OAR 589-006-0150): *Community college boards are responsible for approving their college's certificate of completion, associate degree and associate degree option requirements.*

Both of the proposed new degrees below meet COCC, state, and regional accreditation (Northwest Commission on Colleges and Universities) standards. Upon approval by the COCC Board these program changes will be submitted to the Oregon Higher Education Coordinating Commission/Office of Community College and Workforce Development and then to the Northwest Commission on Colleges and Universities as required for each category.

**B. Options/Analysis**

Approve the proposed new academic programs.  
Decline approval of the new academic programs.

**C. Timing**

These are new degrees developed at the state level as part of the Major Transfer Map process. New programs will be available in the 2021-22 Catalog that begins Fall 2021 term. These programs have been reviewed and approved by COCC's Curriculum Committee and Academic Affairs.

**D. Budget Impact**

The budget impact is negligible.

**E. Proposed Resolution**

Be it resolved that the Central Oregon Community College Board of Directors approves the following new academic programs effective Fall 2021:

New:

AAT – Associate of Arts Transfer Degree

AST – Associate of Science Transfer Degree

## ASSOCIATE OF SCIENCE TRANSFER DEGREE (AST)

Like the AAT degree, a student who completes this program will have met the lower division major and general education requirements of baccalaureate degree programs for transfer to a public university in Oregon and have junior standing in a specific major or have equivalent status to students who started at a public university in the same major. Courses of study leading to a major in a STEM discipline will generally be embedded in the Associate of Science Transfer degree. Please note that class standing, or GPA requirements for specific majors, department, or schools are not necessarily satisfied by an Associate of Science Transfer degree. Students should always work with their academic advisor and check with the receiving institutions to ensure they have the most current transfer and degree information. COCC is preparing AST degrees in Biology and Business; check with your advisor for details.

### Advantages

- Students can meet all or most general education and major requirements to transfer an Oregon public university with Junior standing in the major if appropriate courses are chosen.
- The classes, outcomes and completion standards for the major-specific elements within Associate of Science Transfer degree are defined at the state level. In majors where junior standing within 90 credits is not possible, students who complete an Associate of Science Transfer degree will have equivalent status to students who started at a public university in the same major.
- The Associate of Science Transfer degree includes at least 8 courses/minimum 30 credits of embedded coursework called the Core Transfer Map which will apply to at least 30 credits of general education requirements for a bachelor's degree at any Oregon public university.

### Considerations

- A student is encouraged to work with an advisor in the selection of courses in order to meet the degree requirements of the baccalaureate institution to which the student plans to transfer
- All course, class standing, or GPA requirements for specific majors, department, or schools are not necessarily satisfied by an Associate of Science Transfer degree.

### Requirements

Required courses:

- 90-108 credits
- Course requirements align with state standard
- General education courses (foundational skills and discipline studies) must be a minimum of three credits
- Courses may only count in one requirement (except cultural literacy)
- Limit of 12 CTE credits

Performance standards:

- Students must have a minimum cumulative GPA of 2.0.
- All courses must be completed with a C grade or higher.

## ASSOCIATE OF ARTS TRANSFER DEGREE (AAT)

Like the AST degree, a student who completes this program will have met the lower division major and general education requirements of baccalaureate degree programs for transfer to a public university in Oregon and have junior standing in a specific major or have equivalent status to students who started at a public university in the same major. Courses of study leading to a major in the Humanities, Social Sciences, or Arts will generally be embedded in the Associate of Arts Transfer degree. Please note that class standing, or GPA requirements for specific majors, department, or schools are not necessarily satisfied by an Associate of Arts Transfer degree. Students should always work with their academic advisor and check with the receiving institutions to ensure they have the most current transfer and degree information. COCC is preparing an AAT degree in English Literature; check with your advisor for details.

### Advantages

- Students can meet all or most general education and major requirements to transfer an Oregon public university with Junior standing in the major if appropriate courses are chosen.
- The classes, outcomes and completion standards for the major-specific elements within Associate of Arts Transfer degree are defined at the state level. In majors where junior standing within 90 credits is not possible, students who complete an Associate of Arts Transfer degree will have equivalent status to students who started at a public university in the same major.
- The Associate of Arts Transfer degree includes at least 8 courses/minimum 30 credits of embedded coursework called the Core Transfer Map which will apply to at least 30 credits of general education requirements for a bachelor's degree at any Oregon public university.

### Considerations

- A student is encouraged to work with an advisor in the selection of courses in order to meet the degree requirements of the baccalaureate institution to which the student plans to transfer
- All course, class standing, or GPA requirements for specific majors, department, or schools are not necessarily satisfied by an Associate of Arts Transfer degree.

### Requirements

Required courses:

- 90-108 credits
- Course requirements align with state standard
- General education courses (foundational skills and discipline studies) must be a minimum of three credits
- Courses may only count in one requirement (except cultural literacy)
- Limit of 12 CTE credits

Performance standards:

- Students must have a minimum cumulative GPA of 2.0.
- All courses must be completed with a C grade or higher.