



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. Public Comment			Kovitz
	1. OCCA – update			Cam Preus
	V. Adjourn to Executive Session			Skatvold
	VI. Convene Executive Session			
	ORS 192.660 section 2, subsection I, President’s Evaluation			
	VII. Adjourn to 2021-22 Budget Hearing			Skatvold
	VIII. Convene Budget Hearing for 2021-22 Budget			Dona ^A
	1. Public Comment and Testimony			
	2. Adoption of the 2021-22 Budget	8a.1*	X	Dona ^A
	3. Making Appropriations	8b.1*	X	Dona ^A
	4. Impose/Categorize Taxes	8c.1*	X	Dona ^A
	IX. Adjourn to Open Session			
	X. Convene Open Session			
	XI. Agenda Changes			Skatvold
	XII. Consent Agenda***			Skatvold
	1. 2021-22 Fiscal Responsibilities			
	a) Inter-fund Borrowing	12a.1*	X	Knutson ^A
	b) Custodian of Funds/Depository Institutions	12b.1*	X	Knutson ^A
	c) Budget Officer/Clerk/Deputy Clerks	12c.1*	X	Knutson ^A
	2. FT Faculty Rehires	12d.1*	X	Julian ^A
	3. Administrator Rehires	12e.1*	X	Boehme ^A
	4. Administrator Compensation Recommendation	12f.1*	X	Boehme ^A
	5. Minutes			
	a. Regular Meeting (May 12, 2021)	12g.1*	X	

* 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.

P - indicates a Presentation will be provided.

A - indicates the presenter is Available for background information if requested.

- XIII. Information Items**
- | | | |
|--|--------|----------------------------|
| 1. Financial Statement | 13a.1* | Knutson ^A |
| 2. New Hire Reports | 13b.1* | Boehme ^A |
| 3. Legislative Update | | Chesley ^{AP} |
| 4. Strategic Plan – Institutional Efficiency Goal Area | | Moore/Pierce ^{AP} |
- XIV. Old Business**
- | | | |
|---------------------------------|--|------------------------------|
| 1. Re-Opening Task Force Update | | Boone/Andresen ^{AP} |
|---------------------------------|--|------------------------------|
- XV. New Business**
- | | | |
|--|----------|----------------------|
| 1. President Evaluation | | Skatvold |
| 2. Student Success Initiatives | | Chesley/Julian/Moore |
| 3. Medical Assistant Career Pathway Certificate of Completion (CPCC) | 15a.1* X | Julian ^A |
- XVI. Board of Directors’ Operations**
- | | | |
|----------------------------|--|----------|
| 1. Board Member Activities | | Skatvold |
|----------------------------|--|----------|
- XVII. President’s Report**
- | | | |
|-----------------------------------|--|------------------|
| 1. GANAS / STRIVE Student Mentors | | Chesley
Moore |
|-----------------------------------|--|------------------|
- XVIII. Adjourn to Executive Session**
- XIX. Convene Executive Session**
- ORS 192.660 section 1, subsection d, Labor Negotiations
 ORS 192.660 section 2, subsection f, to consider information or records that are exempt by law from public record.
- XX. Adjourn to Open Session**
- XXI. Convene Open Session**
- XXII. Dates**
- | |
|---|
| 1. Tuesday, July 6, 2021 – COCC Real Estate Committee Meeting @ 3:30pm |
| 2. Wednesday, July 14, 2021 – COCC Board of Directors’ Meeting @ 5:45pm |
| 3. Wednesday, August 11, 2021 – COCC Board of Directors’ Meeting @ 5:45pm |
- XXIII. 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: Resolution

Subject	Adopt Fiscal Year 2021-22 Budget
Strategic Plan Connection	Institutional Efficiency
Prepared By	David Dona, Chief Financial Officer

A. Background

The Budget Committee discussions for the 2021-22 budget focused on the continued high level of uncertainty created by the COVID-19 Pandemic. The budget was developed with the expectation that the country and state will be transitioning out the pandemic in fiscal year 2021-22. The College will be monitoring closely the State's biennium appropriation for the Community College Support Fund (CCSF) and student enrollment levels, taking any budgetary actions required. No changes are proposed to the budget approved by the Central Oregon Community College Budget Committee on May 12, 2021. The Board of Directors has the power to adjust the resources and expenditures as approved by the Budget Committee. However, the governing body's power to change the approved budget is limited. The Board can reduce or even eliminate expenditures in a fund, but expenditures cannot be increased in a fund by more than \$5,000 or 10 percent, whichever is greater. In addition, the Board cannot increase the property tax rate or amount approved by the Budget Committee. If the governing body wants to exceed either of these limits, it must publish a revised financial summary and budget hearing notice, and hold another budget hearing [ORS 294.435].

B. Options

- 1) Adopt the budget at this time.
- 2) Do not adopt the budget at this time.

C. Timing

The budget must be adopted before July 1, 2021 for the College to continue its operations.

D. Budget Impact

N/A

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors do hereby adopt the Budget for fiscal year 2021-22 in the aggregate amount of \$113,602,996 (total of all funds) approved by the Budget Committee on May 12, 2021.



Central Oregon Community College Board of Directors: Resolution

Subject	Make Appropriations for Fiscal Year 2021-22 Budget
Strategic Plan Connection	Institutional Efficiency
Prepared By	David Dona, Chief Financial Officer

A. Background

Appropriations provide local government with legal spending authority throughout the fiscal year. Separate appropriations are required for each fund in which you have budgeted expenditures [ORS 294.456(3)]. The resolution making appropriations must identify the appropriations by object classifications, which correspond to the expenditures categories in the budget.

GENERAL FUND

Instruction and Instructional Support	\$ 28,429,949	
Student Services	5,480,467	
College Support Services	5,937,890	
Campus Services	4,773,815	
Information Technology Services	4,776,262	
Financial Aid	112,897	
Contingency	800,000	
Total General Fund		\$ 50,311,280

DEBT SERVICE FUND

Principal	\$ 2,948,180	
Interest	3,171,812	
Materials and Services	600	
Total Debt Service Fund		\$ 6,120,592

CAPITAL PROJECTS FUND

Personnel Services	\$ 89,652	
Materials and Services	2,265,000	
Capital Outlay	5,054,400	
Transfers Out	100,000	
Total Capital Projects Fund		\$ 7,509,052

ENTERPRISE FUND

Personnel Services	\$	894,011	
Materials and Services		2,543,727	
Capital Outlay		70,000	
Transfers Out		1,263,988	
Total Enterprise Fund			\$ 4,771,726

INTERNAL SERVICE FUND

Personnel Services	\$	14,458	
Materials and Services		92,000	
Capital Outlay		6,000	
Transfers Out		-	
Total Internal Service Fund			\$ 112,458

RESERVE FUND

Materials and Services	\$	25,000	
Transfers Out		430,000	
Total Reserve Fund			\$ 455,000

SPECIAL REVENUE FUND

Federal Grant Programs	\$	9,505,353	
State Grant Programs		717,764	
Other Grant Programs		328,056	
Contracts		250,436	
New Programs		1,000,000	
Total Special Revenue Fund			\$ 11,801,609

AUXILIARY FUND

Self-Sustaining Activities	\$	2,280,119	
Non-General Fund Instruction		5,833,479	
Revolving Activities		998,696	
Contractual & Administrative Provisions		1,067,510	
Total Auxiliary Fund			\$ 10,179,804

FINANCIAL AID FUND

Federal Programs	\$	15,526,000	
State Programs		4,600,000	
Institutional Programs		2,163,000	
Other Programs		33,975	
Total Financial Aid Fund			\$ 22,322,975

TRUST & AGENCY FUND

Materials and Services	\$ 18,500	
Total Trust & Agency Fund		\$ 18,500
Total Budget Appropriation		<u>\$ 113,602,996</u>

B. Options

- 1) Make Appropriations at this time.
- 2) Do not Make Appropriations at this time.

C. Timing

Making Appropriations must be completed before July 1, 2021 for the College to continue its operations.

D. Budget Impact

N/A

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors do hereby make appropriations in the amounts, expenditure categories, and funds as detail above in section A totaling \$113,602,996.



Central Oregon Community College Board of Directors: Resolution

Subject	Impose and Categorize taxes for Fiscal Year 2021-22
Strategic Plan Connection	Institutional Efficiency
Prepared By	David Dona, Chief Financial Officer

A. Background

The governing body must declare through resolution the Measure 5 limitation category of each of its taxes [ORS 294.456]. This resolution is the basis for the certification of the tax limitation category that is submitted to the assessor on the Form ED-50.

	<u>Subject to the Education Limits</u>	<u>Excluded from Measure 5 Limits</u>
Permanent Rate	\$0.6204 / \$1,000	
General Obligation Bonds		\$3,550,724

B. Options

- 1) Impose and categorize taxes at this time.
- 2) Do not impose and categorize taxes at this time.

C. Timing

The taxes must be imposed and categorized before July 1, 2021 for the College to continue its operations.

D. Budget Impact

N/A

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors do hereby impose and categorize the taxes provided in the 2021-22 adopted budget at the rate of \$0.6204 per \$1,000 of assessed value for operations, and in the amount of \$3,550,724 for voter approved general obligation bonds debt service for the fiscal year 2021-22. These taxes are imposed and categorized upon the assessed value of all taxable property within the district.



Central Oregon Community College Board of Directors: Resolution

Subject	Approve inter-fund borrowing between various programs and grants of the College for 2021-22.
Strategic Plan Connection	Institutional Efficiency Strengthen systems, policies and procedures to create more proactive, responsive and effective internal processes.
Prepared By	Cathleen Knutson, Director of Fiscal Services

A. Background

The College is the grantee on a number of programs and grants, which are funded on a cost reimbursement basis. That is, after the expenditures are made, the College is reimbursed by the grantor. Between the time of the expenditure and reimbursement, the College advances money to the various programs and grants.

This resolution authorizes short-term inter-fund borrowing for the purposes described above. All such inter-fund borrowings shall be repaid by the end of the fiscal year, and no interest shall be charged.

B. Options

- 1) Approve inter-fund borrowing.
- 2) Do not approve inter-fund borrowing.

C. Timing

This is an item, which needs annual affirmation by the Board of Directors. For inter-fund borrowing to occur in Fiscal Year 2021-22, this resolution will need to be approved before July 1, 2021.

D. Budget Impact

N/A

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors do hereby authorize inter-fund borrowing between the various programs and grants of the College for the period July 1, 2021 through June 30, 2022.



Central Oregon Community College Board of Directors: Resolution

Subject	Designate custodians of funds and financial institutions for 2021-22
Strategic Plan Connection	Institutional Efficiency Strengthen systems, policies and procedures to create more proactive, responsive and effective internal processes.
Prepared By	Cathleen Knutson, Director of Fiscal Services

A. Background

Oregon law stipulates that each year the Board of Directors designate custodians of funds and financial institutions, which can serve as depositories for District funds. It is recommended that Laurie Chesley, Betsy Julian, and David Dona be designated as custodian of funds, and that the Board approves the use of a facsimile signature (check signing machine) on District checks. All checks over \$20,000 will also require the countersignature of one of the custodians. Any custodian initiating a check over \$20,000 requires a countersignature from another approved custodian. It is further recommended the following institutions be so designated as depository institutions for the 2021-22 fiscal year:

Bank of America*	Bend and Redmond branches
Columbia Bank*	Bend, Redmond and Madras branches
Local Government Investment Pool	State of Oregon Treasury Department
Mid Oregon Federal Credit Union**	Bend, Redmond, Prineville, Madras, Sisters and LaPine branches
Northwest Community Credit Union**	Bend branch
OnPoint Community Credit Union**	Bend and Redmond branches
Oregonians Credit Union**	Prineville branch
SELCO Credit Union**	Bend and Redmond branches
South Valley Bank and Trust*	Bend and Sisters branches
Umpqua Bank*	Bend and Redmond branches
US Bank*	Bend, Redmond, Sisters, Prineville, LaPine, Madras, and Portland (Main Office) branches

Washington Federal Savings*	Bend, Redmond, Prineville, Madras, Sisters, and LaPine branches
Chase Bank*	Bend, Redmond and Prineville branches
Wells Fargo Bank*	Bend, Redmond, Prineville, Sisters, Madras, and Portland (Main Office) branches
First Community Credit Union**	Bend branch
Summit Bank*	Bend branch
First Interstate Bank*	Bend, Redmond, Prineville, Madras, Sisters, and Sunriver branches

* Member of FDIC

**Member of NCUA

B. Options

- 1) Approve custodians of funds and depositories of District funds.
- 2) Approve other custodians of funds and depositories of District funds.

C. Timing

Approval before July 1, 2021 is required.

D. Budget Impact

N/A

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors do hereby approve Laurie Chesley, Betsy Julian, and David Dona as custodian of funds, and the financial institutions identified in section A as depositories of District funds.



Central Oregon Community College Board of Directors: Resolution

Subject	Approve Budget Officer, Clerk and Deputy Clerks for 2021-22
Strategic Plan Connection	Institutional Efficiency Strengthen systems, policies and procedures to create more proactive, responsive and effective internal processes.
Prepared By	Cathleen Knutson, Director of Fiscal Services

A. Background

Each year it is necessary for the Board of Directors to designate the Budget Officer, Clerk and Deputy Clerk 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. In addition, the College is party to several contracts in the area of clinical affiliations and employee salary reduction agreements. Clinical affiliation agreements state the terms and responsibilities of each party when a student does a practicum in a medical setting as part of a health occupation program. With minor variations, these contracts all follow the same format. Employee salary reduction agreements are employee-initiated transactions in which the employee determines how much of their salary, within IRS determined limits, goes into a supplemental retirement account.

- ✓ It is recommended that Laurie Chesley be the designated Budget Officer and Clerk of the District for the period of July 1, 2021 through June 30, 2022.
- ✓ It is recommended that David Dona and Betsy Julian be designated Deputy Clerks for the period July 1, 2021 through June 30, 2022. In addition, it is recommended that signature authority for clinical affiliation agreements, employee salary reduction agreements and other routine contracts be delegated to Sharla Andresen, the College's Director of Contracts and Risk Management.

B. Options

- 1) Approve the Budget Officer, Clerk and Deputy Clerks.
- 2) Approve other persons as the Budget Officer, Clerk and Deputy Clerks.

C. Timing

The Budget Officer, Clerk and Deputy Clerk must be designated by July 1, 2021.

D. Budget Impact

N/A

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors do hereby designate Laurie Chesley as Budget Officer and Clerk, David Dona and Betsy Julian the designated Deputy Clerks, and Sharla Andresen be delegated limited signing authority as specified in Section A for the period July 1, 2021 through June 30, 2022.



Central Oregon Community College Board of Directors: Resolution

Subject	Full-time faculty rehire recommendations 2021-22.
Prepared By	Betsy Julian – Vice President for Instruction

A. Background

Need for timely approvals to rehire full-time faculty members who have been evaluated and are doing satisfactory work.

B. Options/Analysis

- Approve the rehire recommendations.
- Decline approval of rehire recommendations.

C. Timing

For the 2021-22 academic year.

D. Budget Impact

Salaries conform to the salary schedule approved by the Board and the Faculty Forum.

E. Proposed Resolution

Be it resolved that the Central Oregon Community College Board of Directors approve the rehires recommended below.

Central Oregon Community College

2021-22 Faculty Rehire Recommendations

PROBATIONARY FACULTY

The following probationary faculty are recommended for rehire. Annual Report of Activities and appropriate evaluations (student, peer and designated evaluator) are on file in the Human Resources Office and course materials are on file in the department office. Designated evaluator and faculty member discussed student evaluations and Annual Report of Activities and reviewed Professional Improvement Plan.

Faculty Name
Aistear, Michelle*
Artus, Mike
Baron, Sarah
Briggs, Vaughan**
Buer, Cierra*
Coe, Jacquelyn**
Cole, Angie*
De Sitter, Teresa
Gesuale, Melinda
Hagen, Laura
Higgins, Matthew*
Hostetler, Kirsten
Houston, Leslie*
La Duca, Sam
Lambert, Kristin*

Faculty Name
Mattox, Kimber*
Miller, Susan**
Nguyen, Venus
Nunes, Alan**
Perry, Michael
Sather, Mary Eileen*
Schappe, David
Shipman, Lisa*
Simone, Paula**
Stearns, Jack
VanOrsdol, Rodney
Walker, Carrie*
Wershow, Harold*
Wheary, Amy**

* indicates considered for and awarded promotion in 2020-21

** indicates considered for and awarded tenure in 2020-21

***End of temporary position

****Moving to tenure-track position

⁵ indicates fifth year evaluation year in 2021-22

Central Oregon Community College

2021-22 Faculty Rehire Recommendations

TENURED FACULTY

The following tenured faculty members are recommended for rehire. Annual Report of Activities and student evaluations are on file in the Human Resources Office. Designated evaluator and faculty member discussed student evaluations and Annual Report of Activities and reviewed Professional Improvement Plan.

Faculty Name
Agatucci, Jacob ⁵
Alberghetti, Dan ⁵
Andre, Stephanie
Baldessari, Karl ⁵
Barry, Thomas
Boldenow, Ron
Borowsky, Justin
Bouknight, Jon
Casey, Peter ⁵
Chaput, Emma
Cheney, Monte
Coleman, Elizabeth ⁵
Cousineau, Lewis ⁵
Cravis, William
Cruickshank, Jennifer
Denison-Furness, Jane
Donohue, Stacey
Dorsey, Kristin*
Ellis, James
Emerson, Bruce ⁵
Erickson, Thor
Evans, Josh
Finney, Catherine ⁵
Franklin, Rebecca
Freihoefer, Theresa ⁵
Fuller, Sarah
Gesme, Michael
Giglio, Jessica ⁵
Godfrey, Murray
Grove, Kevin ⁵
Hammerman, Jessica ⁵
Hansen, Michael*
Harper, Amy
Haury, Carson
Hays, Scott ⁵
Hazlett, Chris
Henson, Sara
Higginbotham, Carol
Hong, Lin
Howell, Amy
Humphries, Merideth*

Faculty Name
Hutchings, Charles
Keener, Julie
Knox, James
Lamb, Jason ⁵
Layton, Amanda
Liccardo, John ⁵
Linford-Foreman, Lilli Ann
Liu, David
Magidson, Eric ⁵
Michalski, Bret ⁵
Moodie, James
Morrow, Jane
Murphy, Owen
Murray, Lynn
Novak, Matthew
Palagyi, Sean
Palmer, Beth*
Pelly, Paul ⁵
Peterson, Tim ⁵
Phillips, Ralph
Plassmann, Rebecca
Prade, Fleur ⁵
Ruettgers, Ken
Rule, Sean ⁵
Russell, Jessica
Russell, Tony
Simning, Kiri
Smith, Kathy
Sumpter-Latham, Eleanor
Swartwout, Ken
Towne, Forrest
Vines, Monica ⁵
Virk, Ricky
Waller, Michel*
Waller, Shannon*
Wampler, Wendi*
Williams, Malinda ⁵
Woodell, Andria
Yeatman, Wayne
Ziegler, Zelda
Zmyslinski-Seelig, Anne

* indicates considered for and awarded promotion in 2020-21

** indicates considered for and awarded tenure in 2020-21

***End of temporary position

****Moving to tenure-track position

⁵ indicates fifth year evaluation year in 2021-22

Central Oregon Community College

2021-22 Faculty Rehire Recommendations

TEMPORARY FACULTY

The following faculty are recommended for one-year temporary contracts for regular full-time positions.

Faculty Name
O'Bryan, Stephanie

RETIREMENTS/SEPARATIONS

Faculty Name
Decker, Michele
Earthsong, Wendy
Failla, John****
Huddleston, Joseph
Hylton, Elizabeth
Kennelly, Patrick****
Mays, Ken

Faculty Name
Musgrove, Kelly***
Nelson, Doug
Rubio, Chris
Taber, Ben***
Trask, David***
Walker-Sands, Rebecca
Wolf, Jon*

* indicates considered for and awarded promotion in 2020-21

** indicates considered for and awarded tenure in 2020-21

***End of temporary position

****Moving to tenure-track position

⁵ indicates fifth year evaluation year in 2021-22

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

Prepared by: Laura Boehme, Chief Information/Human Resources Officer

Subject	Approval to rehire Administrative and Confidential Staff for 2021-22
Strategic Plan Goal	Initiative
Student Experience	SE-3: Promote diversity, inclusiveness and community on all campuses and online.
Institutional Efficiency	IE-1: Improve practices and structure related to providing a healthy and productive workplace. IE-3: Define, document and practice clear operational decision-making.
Community Enrichment	CE-3: Offer College services and expertise in response to community needs.

A. Background

Employment contracts are issued to administrator and confidential employees annually for the upcoming fiscal year. The conditions for the issuance of all such employment contracts, which include satisfactory performance, are contained in the COCC Exempt and Confidential Supervisory Handbook. A list of employees identified as Administrative and Confidential Staff for rehire is included.

Definitions

- Temporary contracts represent limited duration contracts typically based on discrete money sources or assignments, such as grants or temporary assignments.
- Probationary contracts are issued during the first three years of employment in the position.
- Regular contracts are issued with the fourth year of appointment in the position.
- Three Year contracts are a continuing contract option, not to exceed three years. Upon the recommendation from the President, these are issued to administrators who have worked a total of ten years for COCC in an administrative, exempt position at a pay level 26 or greater.

B. Options/Analysis

Approve the rehire recommendations. Decline the rehire recommendations.

C. Timing

For the 2021-22 Fiscal Year.

D. Budget Impact

Funds for the administrator and confidential wages are contained in the appropriated 2021-22 Budget.

E. Proposed Resolution

Be it resolved that the Board of Directors of Central Oregon Community College district approve rehire recommendations for the fiscal year 2021-22 as identified on the attached report.

Approval for Administrator and Confidential Contract Renewals for 2021-22

Employment records shown are based on a active status as of June 9, 2021, for Administrators and Confidential employees.

NAME	POSITION TITLE
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NOTE: **Bold** Indicates new to the College or new to a position or status

Temporary

Bauman, Tucker (Regular)	Welding Program Coordinator
Go, Delia (Probationary)	Title III Project Coordinator
Gonzalez, Anton (Probationary)	HEP Bilingual Instructional Coach
Koon, Cady (Probationary)	College Now High School Liaison
Le Grand, Marcus (Probationary)	Pathways College and Career Success Coach
Ristow, Teresa (Probationary)	Advisor for Student Media
Sklenar, Jay (Probationary)	Director, Corrections Education at DRCI
Worthington, Wendi (Probationary)	Outreach/Recruitment Coordinator Health Careers

Probationary (Note: Indicates new staff to the College or staff who have transferred to new position in Probationary status by August 31, 2021)

Barry, Seana	Operations Manager, Human Resources
Betschart, Ken	Director, Small Business Development Center
Bisso-Fetzer, Claudia	Latino College Program Coordinator
Bowers, Greg	Software Analyst Programmer
Broadbent, Steve	Student Technology Services Manager
Buccafurni, Lindsay	Admissions Coordinator
Clark, Franklin	Director, Curriculum/Assessment
Cooper, Crystal	Academic Advisor
Cyrus, Morgan	Network Services Technician
DeBaal, Wade	Network Services Manager
DeSilva, Michele	Library Systems and Discovery Librarian
Detwiler, Todd	Enterprise Apps Manager
Floyd, Jeff	Director, Technical Support Services
Hamlin, Annemarie	Instructional Dean
Hatch, Denise	Financial Aid Technical Analyst
Hayes, Tyler	Director, Admissions & Registrar
Jackson, Yasuko	E-Learning Instructional Coordinator
Jordan, David	Engineering Services Manager
Knutson, Cathleen	Director of Fiscal Services
Kovitz, Jennifer	Director, Marketing/Public Relations
McCrea, Darren	Director, Enterprise Information Services
Michell, Megan	Nursing Assistant Program Administrator
Miller, Galit	Payroll Specialist
Motenko, Joshua	Assistant Director Intramural and Club Sports

Moxley, Emily

Myers, Kathryne
 Norbury, Lynn
 Perry, Aaron-James
 Pritchard, Diane
 Reeves, Jason

Roundtree, Naomi

Schweitzer, Kayleen

Stoll Turton, Buffy

Strang, Jeffery

Stranieri, Sofia

Sylwester, Breana

Tevlin, Sean

Trimble, Erin
 Walker, Christy
 Wolfe, David

Head of Library Access Services

Buildings Maintenance Coordinator
 Supervisor, Science Lab Techs & Tutors
 Technology Project Manager
 Director, CAP Services
 Senior Systems Administrator

Director, Human Resources

Assistant Director, Recruitment & Outreach

Director, First Year Experience

Exercise Physiologist

Admissions Coordinator

Director, Financial Aid

Grants Coordinator

ASL Interpreter Facilitator
 Director, Diversity and Inclusion
 Residence Life Coordinator

Regular (Note: Indicates renewal of staff who have satisfactorily completed Probationary status to Regular status in this position by August 31, 2021)

Allison, Brian

Anderson-Butler, Natasha

Beaulieu, Mike

Bellusci, Sharon

Boone, Aaron

Boone, Zachary

Bouse, Misty

Bowling, Michael

Cary, Michelle

Davis, Andrew

Donnell, Scott

Downing, Julie

Dula, Tracy

Egertson, Chris

Fisher, Michael

Forbess, Jennifer

Forell, Jared

Freeman, Kelsey

Goetsch, Stephanie

Graham, Caren

Green, Jeremy

Gunnell, Christa

Harris, Krissa

Hice, Malissa

Hovekamp, Tina

End User Services Manager

Academic Advisor

Campus Services Operations Supervisor

Student Services Technology Coordinator

Senior Systems Administrator

Chief Advancement Officer/Executive Director Foundation

Charitable Giving Officer

Software Analyst Programmer Senior

Native American Program Coordinator

Director, Student/Campus Life & Interim Director, Campus Safety

Web Designer

Instructional Dean

Coordinator of Career Services

Research and Data Analyst

Instructional Dean

Tutoring Coordinator, Writing Center

Assist. Director, Admissions and Records – Curriculum & Technology

Native American College Preparation Program Coordinator

Continuing Education Program Manager

Marketing Manager, Community Learning

Director, Madras Campus

Human Resources Benefits/Wellness Manager

Continuing Education Program Manager

Financial Aid Advisor

Director, Library Services

Huckins, Shelley	Payroll Supervisor
Hughes, Kevin	Custodial Supervisor
Jordan, Bonnie	Academic Advisor
Julian, Betsy	Vice President for Instruction
Jumper, Nancy	Continuing Education Program Manager
Kalanquin, Diana	Academic Advisor
Kjemhus-Spahr, Karen	COCC Foundation Accountant
Knox, Rachel	Continuing Education Program Manager
Kristensen, Suzie	Director, Prineville Campus
Lantis, Glenda	Director, Continuing Education
Metcalf, Aimee	Assistant Director, Marketing/Public Relations
Mills, Chris	Student Module Manager / Analyst
Newby, Jennifer	Instructional Dean
Newcombe, Stephen	Operations Manager, Community Learning
Nichols, Brittany	Director, Foundation Programs
Payne, Frank	Bookstore Manager
Pierce, Brynn	Director, Institutional Effectiveness
Podell, Keri	Academic Advisor
Price, Gordon	Student Activities Coordinator
Rogers, Barry	Senior Web Developer
Roshau, Kristine	Director, E-Learning/Academic Technology
Rougeux, Jamie	Coordinator, Services for Students with Disabilities
Rutherford, Kara	Assistant Director, Admissions & Records
Sandoval, Evelia	Latino Student Program Coordinator
Shew, JJ	HRIS/Business Module Manager
Solar, Layla	Assistant Director, Financial Aid
Syrell, Adrian	Accountant
Wilcox, Jim	Small Business Management Program Manager
Wright, Beth	Placement Test Coordinator

3-Year Contracts (Note: Indicates renewal of contract for employees with 10yrs service in a regular Administrative position at GL26 or higher by August 31, 2020)

Andresen, Sharla	Director, Contracts & Risk Management
Benefiel, Lori	Director, Auxiliary Services
Boehme, Laura	Chief Information/Human Resources Officer
Dona, David	Chief Financial Officer
Jeffreys, Cynthia	Enterprise Systems Manager
Moore, Alicia	Vice President of Student Affairs
Smith, Kellie	Director, Tutoring and Testing Center
Viola, Joe	Director, Campus Services

Confidential (Note: Indicates renewal of Confidential appointments)

Cook, Deena (probationary)

Peters, Jennifer

Weller, Eric

Executive Assistant to President

Administrative Assistant

Administrative Assistant to Vice President for Instruction



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

Subject	Approval of the Administrators and Confidential Employees Salary/Wage Adjustment for 2021-22
Student Experience	SE-3: Promote diversity, inclusiveness and community on all campuses and online.
Institutional Efficiency	IE-1: Improve practices and structure related to providing a healthy and productive workplace.
Community Enrichment	CE-3: Offer College services and expertise in response to community needs.
Prepared By	Laura Boehme, Chief Information/Human Resources Officer

A. Background

As part of a review in conjunction with the annual budget process, the President may recommend an annual salary/wage adjustment. The recommended salary/wage adjustment for eligible administrators and confidential employees effective July 1, 2021 is a 3.0% increase to base salaries/wages. Employees must be in a position that meets a benefitted status to be eligible.

B. Options/Analysis

Approve the 3.0% increase to base salaries/wages of eligible administrators and confidential employees.

Decline approval of the 3.0% increase to base salaries/wages of eligible administrators and confidential employees.

C. Timing

The increase to the salaries/wages for the eligible employees shall be effective July 1, 2021.

D. Budget Impact

Sufficient funds are available and contained in the appropriated 2021-22 budget.

E. Proposed Resolution

Be it resolved that the Board of Directors of Central Oregon Community College district approve the 3.0% increase to base salaries/wages for eligible administrators and confidential employees.



CENTRAL OREGON
COMMUNITY COLLEGE
Board of Directors' Meeting – MINUTES
Wednesday, May 12, 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
	Erica Skatvold read the COCC Native Lands Acknowledgement.			
	III. Roll Call			Kovitz
	<u>Board Members & 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, Harry Hamilton, Roger Detweiler, Jasmine Barnett, Richard Hurd, Mark Copeland, Doug Ertner, Sharla Andresen, Jamie Rougeux, Misty Bouse, Julie Downing, Joe Krenowicz.			
	IV. Agenda Changes			Skatvold
	Erica Skatvold moved the President's Report to follow the Consent Agenda.			
	V. Public Comment			Kovitz
	One public comment submitted anonymously via COCC's Internal feedback form asking the Board of Directors to elaborate on their discussions surrounding a childcare facility on the Bend Campus.			
	VI. Adjourn to Budget Committee Meeting			Dona ^A
	The Budget Committee again convened and the main presentation was from Dave Dona, who shared information about the college's non-general funds, discussed federal funding, and presented the final FY 21-22 budget, which was approved unanimously.			
	VII. Adjourn to Open Session			

* 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.

P - indicates a Presentation will be provided.

A = indicates the presenter is Aavailable for background information if requested.

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^A
3. Wickiup Hall Networking 8c.1* X Boehme^A

Motion to approve Consent Agenda

 - 1st Laura Craska Cooper
 - 2nd Bruce Abernethy
 - Motion Approved – Six Approved. None opposed.

IX. Information Items

1. Financial Statement 9a.1* Knutson^A

No questions at this time.
2. New Hire Reports 9b.1* Boehme^A

No questions at this time.
3. Legislative Update Chesley^{AP}

President Chesley provided a Legislative Update, highlighting current activities and meeting with legislators, a brief update on earmarked funding for childcare from Senator Knopp, and again a call for board members and others to get involved advocating for the community college support fund.
4. Textbooks – Practices, Policies, OER Initiatives Julian^{AP}

Dr. Julian presented on textbooks, including practices, policies and the Open Educational Resources (OER) program. Highlights included low-cost and no-cost textbook options for students for some courses.

X. Old Business

1. Re-Opening Task Force Update Boone/Andresen^{AP}

All campuses reopening to students and public now aiming for August 2021, limited in-person course offerings, COCC employees returning to campus offices 1-2 weeks prior to students, limited room rentals/third-party events on all campuses, and Wickiup Hall is accepting applications for fall term.
2. Policy Review 2nd Reading 10a.1* X Tatom^A

Oliver Tatom presented on the 2nd reading for the proposed revisions by the Policy Review Committee specifically the Board Expectations of the President, Item 1, Staff Treatment. Revisions included three changes: Opening language by the President to foster a welcoming inclusive campus environment, the addition of military status and pregnancy to protected classes and the addition for the President to report annually to the Board on employee hiring and retention related to those protected classes.

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Motion to approve 2nd reading

- 1st Laura Craska Cooper
- 2nd Bruce Abernethy
- Motion Approved – Six Approved. None opposed.

3. Menu of the Year Recap Boone/Bouse^{AP}

Misty Bouse, Charitable Giving Officer at the COCC Foundation, provided a recap of this year’s “Menu of the Year” event series, which raised a record-high of \$385,000 for student scholarships.

XI. New Business

1. Resolution - New and Suspended Academic Programs 11a.1* X **Julian^A**
 Dr. Julian and the Curriculum Committee have completed their annual review of courses. They propose the suspension and the addition of courses based on their review findings.

Motion to approve resolution

- 1st Laura Craska Cooper
- 2nd Bruce Abernethy
- Motion Approved – Six Approved. None opposed.

2. Resolution - New Programs 2020-21 11b.1* X **Julian^A**

Motion to approve resolution

- 1st Jim Clinton
- 2nd Laura Craska Cooper
- Motion Approved – Six Approved. None opposed.

XII. Board of Directors’ Operations Skatvold

Board Member Activities

Bruce Abernethy	Kayes Fund meeting, grant meeting with Lin Hong, Chinese Language Coordinator, phone meeting with Sean Tevlin, Grants Coordinator, Presidential Evaluation Committee
Alan Unger	OCCA legislative meetings, OSU Cascades Advisory meeting, OCCA Budget Committee, OCCA Executive Committee, OCCA Board meeting and Diversity, OCCA Equity and Inclusion Committee meeting, OCCA Executive Director hiring committee, weekly calls with President Chesley and Erica Skatvold, Presidential Evaluation Committee
Oliver Tatom	Policy Review Committee meetings

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Jim Clinton Nothing to report
Laura C. Cooper Policy Review Committee meetings
Joe Krenowicz Nothing to report
Erica Skatvold Weekly calls with Alan Unger and President Chesley, Policy Review Committee meetings, Presidential Evaluation Committee

XIII. President's Report

Disability Support Services

Jamie Rougeux gave a presentation on the work being done in COCC Disability Services including the department staff, student numbers, disability information, accommodation information, challenges of the department, up-coming trends, and resources.

**Chesley
Rougeux^{AP}**

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

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

Cash and Investments

The College's operating cash balances currently total \$36.8 million. The April average yield for the Local Government Investment Pool remained .60 percent from last report of .60 percent.

General Fund Revenues

There have been no significant changes in revenues since the prior month. The budgeted transfers-in have been posted for the year.

General Fund Expenses

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

Budget Compliance

See resolutions for appropriation compliance.

Central Oregon Community College
Monthly Budget Status
 April 2021

Exhibit 6a
 09-Jun-21

<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	\$ 18,346,463	\$ (207,537)	98.9%	96.9%
Prior Taxes	475,000	463,531	(11,469)	97.6%	131.6%
Tuition and fees	17,939,000	16,441,746	(1,497,254)	91.7%	97.9%
State Aid	8,075,000	6,218,315	(1,856,685)	77.0%	118.1%
Program and Fee Income	40,000	4,091	(35,909)	10.2%	26.8%
Interest & Misc. Income	180,000	58,734	(121,266)	32.6%	38.3%
Transfers-In	2,100,000	2,100,000	-	100.0%	100.0%
Total Revenues	\$ 47,363,000	\$ 43,632,880	\$ (3,730,120)		
Expenses by Function					
Instruction	\$ 22,357,817	\$ 16,237,796	\$ 6,120,021	72.6%	77.8%
Academic Support	4,191,531	2,814,939	1,376,592	67.2%	80.0%
Student Services	5,252,869	3,703,322	1,549,547	70.5%	68.8%
College Support	6,033,401	4,344,527	1,688,874	72.0%	77.5%
Plant Operations and Maintenance	4,770,050	3,116,283	1,653,767	65.3%	66.3%
Information Technology	4,697,012	3,243,070	1,453,942	69.0%	65.8%
Financial Aid	112,897	49,798	63,099	44.1%	79.5%
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	\$ 35,350,355	\$ 14,705,842		
Revenues Over/(Under) Expenses	\$ (2,693,197)	\$ 8,282,525	\$ 10,975,722		

Central Oregon Community College
Monthly Budget Status
 April 2021

Exhibit 6a
 9-Jun-21

	<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	\$ 5,865,252	\$ 5,531,962	\$ (333,290)	94.3%	93.6%
Expenses	5,962,457	2,409,790	3,552,667	40.4%	41.2%
Revenues Over/(Under) Expenses	\$ (97,205)	\$ 3,122,172	\$ 3,219,377		
Grants and Contracts Fund					
Revenues	\$ 11,009,354	\$ 2,370,718	\$ (8,638,636)	21.5%	43.5%
Expenses	11,210,893	2,673,691	8,537,202	23.8%	51.3%
Revenues Over/(Under) Expenses	\$ (201,539)	\$ (302,973)	\$ (101,434)		
Capital Projects Fund					
Revenues	\$ 359,198	\$ 792,547	\$ 433,349	220.6%	128.5%
Expenses	3,792,052	544,858	3,247,194	14.4%	30.7%
Revenues Over/(Under) Expenses	\$ (3,432,854)	\$ 247,689	\$ 3,680,543		
Enterprise Fund					
Revenues	\$ 6,094,984	\$ 943,173	\$ (5,151,811)	15.5%	57.6%
Expenses	6,908,188	3,568,967	3,339,221	51.7%	65.7%
Revenues Over/(Under) Expenses	\$ (813,204)	\$ (2,625,794)	\$ (1,812,590)		
Auxiliary Fund					
Revenues	\$ 8,099,716	\$ 6,821,265	\$ (1,278,451)	84.2%	78.1%
Expenses	10,787,175	7,430,386	3,356,789	68.9%	64.2%
Revenues Over/(Under) Expenses	\$ (2,687,459)	\$ (609,121)	\$ 2,078,338		
Reserve Fund					
Revenues	\$ 12,206	\$ -	\$ (12,206)	0.0%	0.0%
Expenses	525,000	504,023	20,977	96.0%	93.2%
Revenues Over/(Under) Expenses	\$ (512,794)	\$ (504,023)	\$ 8,771		
Financial Aid Fund					
Revenues	\$ 18,963,870	\$ 9,393,896	\$ (9,569,974)	49.5%	81.1%
Expenses	19,039,975	9,872,411	9,167,564	51.9%	83.2%
Revenues Over/(Under) Expenses	\$ (76,105)	\$ (478,515)	\$ (402,410)		
Internal Service Fund					
Revenues	\$ 215,176	\$ 45,276	\$ (169,900)	21.0%	69.0%
Expenses	251,785	100,761	151,024	40.0%	76.1%
Revenues Over/(Under) Expenses	\$ (36,609)	\$ (55,485)	\$ (18,876)		
Trust and Agency Fund					
Revenues	\$ 9,799	\$ 2,678	\$ (7,121)	27.3%	72.0%
Expenses	18,050	8,410	9,640	46.6%	66.0%
Revenues Over/(Under) Expenses	\$ (8,251)	\$ (5,732)	\$ 2,519		

Central Oregon Community College

Cash and Investments Report

As of April 30, 2021

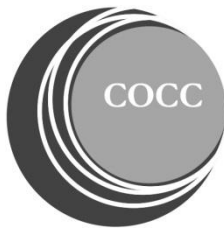
College Portfolio	<u>Operating Funds</u>	<u>Trust/Other Funds</u>
Cash in State Investment Pool		
4089 - General operating fund	\$ 35,338,185	
3624 - Robert Clark Trust		\$ 387,882
April Average Yield 0.60%		
Cash in USNB	\$ 1,449,505	
Cash on Hand	\$ 4,600	
Total Cash	<u>\$ 36,792,290</u>	<u>\$ 387,882</u>



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

Board Meeting Date: Wednesday, June 9,
2021 **Exhibit:** 13b.1

Name	Hire Date	Job Description	Department
Temporary Hourly			
Braaksma, Derek John	5/17/2021	Certified Flight Instructor I	Aviation Program
Braaksma, Derek John	5/17/2021	CFI Training	Aviation Program
Thomsen, Nickolas Jonathan	5/6/2021	Aviation Tutor II	Tutoring and Testing



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Julie Come as Full-Time Assistant Professor of Mathematics
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.
Prepared By	Naomi Roundtree, Director of Human Resources

A. Background

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

B. Timing

The **Full-Time Assistant Professor of Mathematics** 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.

Julie Come holds a Master's degree in Mathematics from San Francisco State University. Julie currently teaches a range of mathematics and statistics courses as a tenure-track instructor at City College of San Francisco, in addition to developing curriculum, serving on committees, and participating in professional development activities. Julie was previously a lecturer in the mathematics department at San Francisco State University.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Deena Cook as Executive Assistant – President
Community Enrichment	CE-1: Build and strengthen partnerships with educational stakeholders, including PreK-12 and higher education.
Institutional Efficiency	IE-2: Develop effective and efficient policies and procedures that are applied uniformly across the College. IE-3: Define, document and practice clear operational decision-making. IE-4: Improve information sharing practices and communication sources.
Prepared By	Naomi Roundtree, Director of Human Resources

A. Background

The Executive Assistant - President position is a replacement position.

B. Timing

The Executive Assistant - President 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 1, 2021 to June 30, 2021. As with all other full-time Confidential 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 Administrator salary schedule.

Deena Cook holds a Bachelor's degree in Geology from San Francisco State University and a Master's degree in Management & Leadership from Western Governor's University. Deena most recently served as the Marketing & Summer Conference Coordinator for Wickiup Hall. Prior to this, Deena served as Administrative Assistant to COCC's Culinary Department. Deena has been involved in planning and managing multiple College events, such as the Fall Kick-Off and Wickiup Hall Move-In Day.



Central Oregon Community College Board of Directors: Information Item

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

A. Background

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

B. Timing

The **Full-Time Assistant Professor of Fire Science** 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.

John Failla holds an AAS from COCC in Structure Fire. After graduating, John started teaching for COCC as a part-time instructor. John took a full-time, temporary instructor position when the Fire Science program was restructured in 2018. John, currently, teaches Fire Science courses, as well as, helps supplement the Program director's duties. Prior to instructing with COCC, John taught many types of academies and classes for the Fire Department.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Abhay Ghiara as Full-Time Assistant Professor of Economics
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.
Prepared By	Naomi Roundtree, Director of Human Resources

A. Background

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

B. Timing

The **Full-Time Assistant Professor of Economics** 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.

Abhay Ghiara holds a Master's degree in Economics from Northwestern University and a Bachelor's degree in Economics from St. Xavier's College. Abhay taught a full range of Economics courses, developed curriculum and advised students at DeVry Institute of Technology. Abhay also opened and grew an Economics program at a new campus for DeVry Institute of Technology. Abhay currently works as the founder of a business engaged in socio-economic community building activities in the Philippines.



Central Oregon Community College Board of Directors: Information Item

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

A. Background

The Full-Time Assistant Professor of Health Information Management is a replacement position.

B. Timing

The **Full-Time Assistant Professor of Health Information Management** 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.

Christina Grijalva holds an Associate's degree in Health Information Technology from COCC and a Bachelor's degree in Health Information Management from the University of Cincinnati. Christina spent three years as a health information compliance specialist. Christina's teaching experience comes from being a part-time faculty member at COCC in Health Information Management. Christina is currently an administrative assistant in the Business department at COCC.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Rebecca Ramos as Full-Time Assistant Professor of Mathematics
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.
Prepared By	Naomi Roundtree, Director of Human Resources

A. Background

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

B. Timing

The **Full-Time Assistant Professor of Mathematics** 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.

Rebecca Ramos holds a Master's degree in Mathematics from North Dakota State University. Rebecca is currently an adjunct faculty member in mathematics at Bakersfield College, and has previously held positions as full-time temporary mathematics faculty member at Bakersfield College and Victor Valley College, and part-time mathematics lecturer at two California State University campuses—Stanislaus and Bakersfield. Rebecca has taught a range of mathematics and statistics courses at these institutions.



Central Oregon Community College Board of Directors: Information Item

Subject	Hiring of Marilyn Waller-Neiwold as Full-Time Temporary Faculty of Medical Assisting .
Student Success	SS-2: Enhance and promote the resources and tools available to help students efficiently complete their academic goal.
Community Enrichment	CE-2: Advance positive regional economic development by assisting with educational and training needs of business, industry and workforce.
Prepared By	Naomi Roundtree, Director of Human Resources

A. Background

The Full-Time Temporary Faculty of Medical Assisting is a replacement position.

B. Timing

The **Full-Time Temporary Faculty of Medical Assisting** 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.

Marilyn Waller-Niewold holds an Associate's degree in Science from North Hennepin Community College, a Bachelor's degree in Human Ecology and Education from the University of Minnesota, and a Doctor of Podiatric Medicine degree from Samuel Merritt College. Marilyn has been a presenter and lecturer at health care expositions and symposiums. Marilyn is currently an adjunct instructor in COCC's Medical Assisting program.



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

Subject	
Strategic Plan Initiatives	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.
Prepared By	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 academic program.
- Decline approval of the new academic program.

C. Timing

The new program will be available through an addendum to the 2021-22 Catalog. The program has been reviewed and approved by COCC's Curriculum Committee and Academic Affairs.

D. Budget Impact

The budget impact is negligible.

E. Proposed Resolution

There is no overall budget impact from the creation of the new program. However, we are in conversation with Saint Charles Medical group about the possibility of offering this program to their employees. If implemented, this partnership would require an increase in staffing with costs covered by Saint Charles Medical Group.

New:

Medical Assistant Career Pathway Certificate of Completion (CPCC)