

**COCC Board of Directors
Policy Review Committee
Meeting Agenda
July 1, 2026
3:00 – 4:00 p.m.
Remotely via Zoom**

Committee Members: Laura Craska Cooper (Chair), Erica Skatvold, Erin Merz

COCC Staff: Greg Pereira (President), Michael LaLonde (Vice President of Finance and Operations), Kyle Matthews (Executive Assistant to the President and the VPFO)

1. Call to Order and Review of the Agenda
2. Review Minutes from June 18, 2026 – Items 2.1-4
3. Proposed Revisions to Board Expectations of the President (BEP) 4: Asset Protection – Items 3.1-2
4. Proposed Policies Regarding Immigration Enforcement, Nondiscrimination, and Student Ordered Military Service – Items 4.1-4
5. Proposed Policies Regarding Student Ordered Military Service – Items 5.1-2
6. Proposed Revisions to Governance Process (GP) 9: Board Operations – Items 6.1-3
7. Proposed Revisions to Board-President Relationship (BPR) 2: President’s Job Description – Items 7.1-2
8. Proposed Revisions BPR 1: Delegation to the President – Item 8.1
9. Review GP 8: Board Member’s Code of Conduct – Items 9.1-2
10. Next Meeting: To Be Determined
11. Adjourn

**COCC Board of Directors
Policy Review Committee
Meeting Minutes
June 18, 2026
10:00 – 11:00 a.m.
Remotely via Zoom**

Committee Members: Laura Craska Cooper (Chair), Erica Skatvold, Erin Merz

COCC Staff: Greg Pereira (President), Alicia Moore (Vice President of Student Affairs), Michael LaLonde (Vice President of Finance and Operations), Kyle Matthews (Executive Assistant to the President and the VPFO)

1. Called to order at 10:04 a.m.
2. Review Minutes from May 28, 2026 – Items 2.1-4
 - a. Motion to approve the minutes.
 - i. 1st: Erin Merz
 - ii. 2nd: Laura Craska Cooper
 - iii. In favor: Laura Craska Cooper, Erin Merz
 - iv. Opposed or abstained: none (Erica Skatvold was absent during the vote)
3. Proposal to Establish Board Expectations of the President (BEP) 10: Capital Facilities Life Cycle Renewal – Items 5.1-4
 - a. LaLonde wrote an initial draft and Craska Cooper provided some revisions. A sample workbook spreadsheet was also sent to everyone involved in this meeting. Craska Cooper recommended including language that would require presenting plans for deferred maintenance to the Real Estate Committee before making recommendations to the Board on an annual basis.
 - i. Merz concurred and asked what time of year the Board might consider recommendations for deferred maintenance projects.
 - ii. LaLonde suggested it could be part of the budget approval process. Craska Cooper concurred.
 - b. LaLonde explained that, during the facilities master planning process, deferred maintenance costs are calculated against the cost of replacing any buildings that need repairs. This policy would consider maintaining that assessment, as well as maintaining a list of deferred maintenance projects in a ranked list and developing/maintaining a five-year plan for deferred maintenance. This plan would be a rolling plan, in which administrators would identify funding, determine which projects to complete, and schedule those projects over a five-year period.
 - c. Pereira asked if this should be a new policy or if it could be incorporated into an existing policy, such as BEP 4: Asset Protection.
 - i. Craska Cooper noted that, in the proposed language for BEP 10, she included a revision that stated that the President “or their designee” would be responsible for establishing procedures to carry this policy out.

The designee could be the VPFO or another expert on deferred maintenance.

- ii. LaLonde suggested that “Ensure maintenance schedules are reviewed at least annually” in BEP 4 could be revised accordingly. Merz concurred.
 - iii. Craska Cooper asked if BEP 10 could begin with a reference to BEP 4, explaining that BEP 10 is intended to expand upon BEP 4, recognizing the significance of investment for infrastructure at COCC. This proposed new policy could be substantial enough to stand on its own, rather than be incorporated into another policy. Could point 1 in BEP 4 be revised to say “In accordance with BEP 10...” and BEP 10 could reference BEP 4?
 - iv. Pereira concurred that BEP 10 is more prescriptive than the majority of BEP 4, but if a future candidate for the President’s position saw these policies as proposed, they could be hesitant to move forward with their candidacy.
 - v. Craska Cooper suggested the two policies referencing each other could help with this issue.
 - vi. Merz asked if point 4 in BEP 4 could be moved to the end of the policy and revised to incorporate the language of the proposed BEP 10.
 - vii. Craska Cooper concurred and offered to work with LaLonde to incorporate the proposed language for BEP 10 into BEP 4.
4. Proposed Policies Regarding Immigration Enforcement, Nondiscrimination and Student Ordered Military Service – Items 3.1-6
- a. Moore explained that, in order to comply with newly passed Oregon legislation, COCC’s immigration policy will need to be established by September 2026 and the College’s student deployment policy will need to be established by October 2026. This may require scheduling a special Board meeting in order to ensure the immigration policy is reviewed and adopted on time, assuming the Board votes to not convene for their regular meeting in August.
 - i. Craska Cooper suggested the Board could schedule a special meeting for a second reading via Zoom in August.
 - b. Moore explained that the proposed immigration policy is not based on the Oregon Community College Association’s (OCCA’s) policy structure as COCC’s policies are somewhat different. This would normally be an institutional policy that would be reviewed and approved internally, but legislation requires the Board’s approval. The proposed language has been vetted by COCC’s legal counsel. COCC’s Director of Campus Safety/Emergency Management would be the Designated School Official (DSO) on this matter, and the Vice President of Student Affairs and the Dean of Student Engagement would serve as substitutes as both positions are trained to respond to subpoenas. The policy addresses both federal immigration authority and out-of-state immigration authority as some states do not have the same sanctuary laws as Oregon.
 - c. Moore noted that COCC has a limited number of “designated public areas” on its campuses. The Bend campus has designated the front of Coats Campus Center, the front of Barber Library, and the upper campus quad as public areas. To say

that immigration activities could only happen in those places could be limiting. The policy also uses the OCCA's definition for non-public areas, which includes classrooms, offices, and residence halls. The OCCA recommends that colleges place signage in *every* non-public space, but that could create anxiety over a belief that immigration enforcement is happening *everywhere*. Definitions of public and non-public spaces also vary by policy, such as freedom of speech or students' privacy. An alternative solution could be giving a list of non-public spaces to any immigration authorities who are on campus.

- i. Merz asked what the signage might say.
 - ii. Moore suggested that the signs could say, "For the purposes of immigration enforcement, this is considered a non-public area."
 - iii. Pereira asked if the College could instead post signage for designated public areas.
 - iv. Moore said that could be possible, but the sign might still need to say "For immigration enforcement purposes...", which could still cause anxiety among students.
 - v. Pereira suggested that students could be more likely to use their first amendment rights in public spaces if there is not signage regarding immigration enforcement.
 - vi. Craska Cooper concurred and asked why a public space might be designated for one thing and not another.
 - vii. Moore explained that the interior of the library, the Mazama Gym, and the interior of Coats Campus Center are examples of "community public spaces," meaning that they are open to members of the community, so that creates a gray area for this matter.
 - viii. Craska Cooper asked if members of the community are allowed to exercise their right to free speech in those spaces.
 - ix. Moore said that they are subject to the designated public forum policy, which requires COCC to designate a time, place and manner where members of the public can exercise their freedom of speech. Those spaces could have signage explaining that they are designated public forums and explain the need to schedule such events. Moore offered to further research designation and signage for public areas. Craska Cooper concurred.
- d. Moore explained that the remaining proposed language for the immigration policy are in compliance with various new legislation. Employees would not be able to grant access to students' information without a subpoena or court order. Any immigration actions at COCC would need to be reported to the Oregon Criminal Justice Commission—as well as students, employees and contractors—as soon as possible, unless it is prohibited by court order. The DSO is also required to receive training on this matter every two years, which would most likely be coordinated by the State's Attorney General's office. COCC's non-discrimination policy would also be required to add "immigration" to its stated categories of discrimination.

- e. Moore explained that the proposed student deployment policy would be to explain the rights of a COCC students who are deployed by the U.S. military or sent to compulsory training. The student may decide to withdraw from their current classes without penalty, receive an incomplete grade (if eligible), or their faculty member can help them finish their class online if possible. The proposed policy states that a faculty member cannot excuse a student from missing coursework solely because they were deployed. If a student wants to return to COCC after completing deployment, they are to be readmitted with the same academic status, allowed to meet with advisors and enroll as if there were no gap in their enrollment, and their scholarships and grants from the COCC Foundation and the State are to be reinstated if they continue to meet their requirements. Students who are deployed for 30 days or less, or who are required to attend military trainings, must be excused by their faculty and their grades cannot be impacted.
5. Proposed Revisions to BEP 4: Asset Protection – Item 4.1
 - a. LaLonde suggested that “without Board approval” should be added to the language for point 10. Everyone concurred.
 - b. LaLonde said that the other proposed revisions were to comply with the changes to the Rules of Procurement policy that the Board approved at their regular meeting on June 10.
 - c. Further discussion was tabled until the next Committee meeting.
 6. Proposed Revisions to Board-President Relationship (BPR) 2: President’s Job Description – Items 6.1-2
 - a. This item was tabled until the next Committee meeting.
 7. Proposed Revisions to Governance Process (GP) 9: Board Operations – Items 7.1-3
 - a. This item was tabled until the next Committee meeting.
 8. Proposed Revisions BPR 1: Delegation to the President – Item 8.1
 - a. This item was tabled until the next Committee meeting.
 9. Review GP 8: Board Member’s Code of Conduct – Items 9.1-2
 - a. This item was tabled until the next Committee meeting.
 10. Other discussions
 - a. Craska Cooper asked LaLonde if he had another policy proposal to present to this Committee.
 - i. LaLonde said that he is working on it and it is not yet ready to be presented to the Committee.
 11. Next Meeting: Wednesday, July 1 at 3:00 p.m. via Zoom
 12. Adjourned at 10:39 a.m.

**Attachment B:
Approval of CCRP Updates and Conforming Board Policy Amendment**

BEP 4: ASSET PROTECTION

Most recently reviewed/revise: September 11, 2024

The President must ensure that material, fiscal and human resource assets are protected, adequately maintained, and not put at unnecessary risk.

Accordingly, the President must:

1. Inform the Board of misalignment among fiscal resources, staffing, and programmatic commitments for implementing College vision and mission.
2. Insure responsibly against theft and casualty and against liability losses to Board members, staff or the organization itself.
3. Not allow personnel access to material amounts of funds without purchasing a fidelity bond or providing equivalent coverage.
- ~~4. Ensure maintenance schedules are reviewed at least annually.~~
- ~~5-4.~~ Not allow unnecessary exposure to the organization, its Board or staff to claims of liability.
- ~~6-5.~~ Not make any purchase or commit the organization to any expenditure requiring Board approval under the Central Oregon Community College Rules of Procurement (CCRP), applicable law, or Board-adopted thresholds without full knowledge and approval of the board. of greater than \$100,000 without full knowledge and approval of the Board.
- ~~7-6.~~ Not make any material purchase without complying with the Central Oregon Community College Rules of Procurement (CCRP) or the Oregon Revised Statutes (ORS) and Oregon Administrative Rules (OAR). (The purchasing guidelines will automatically change with changes in CCRP, ORS, and OAR purchasing statutes.)
- ~~8-7.~~ Receive, process or disburse only those funds under controls which are sufficient to meet the Board-appointed auditor's standards.
- ~~9-8.~~ Not invest or hold operating capital in investments in violations of state or federal law.
9. Not acquire, encumber or dispose of real property without Board approval.
10. Ensure that the College establishes, implements, and regularly updates a Capital Facilities Life Cycle Renewal Program to preserve College facilities, reduce deferred maintenance, manage infrastructure risk, and support the long-term financial sustainability of College assets. The Capital Facilities Life Cycle Renewal Program will include at a minimum:
 - a. a comprehensive inventory of College-owned buildings, infrastructure, utility systems, site improvements, and major building systems.
 - b. periodic Facilities Condition Assessments (FCAs) and a current inventory of deferred maintenance needs.

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c. a rolling five-year Capital Facilities Life Cycle Renewal Plan identifying deferred maintenance projects, capital renewal priorities, estimated project costs, recommended funding sources, and anticipated implementation schedules.

d. an annual report to the Board during budget hearings, following review by the Board's Real Estate Committee, regarding:

- Facility condition;
- Deferred maintenance backlog;
- Major infrastructure risks;
- Capital renewal priorities based on objective risk-based criteria;
- Funding sources and expenditures; and
- Progress toward implementation of the Capital Facilities Life Cycle Renewal Plan.

e. administrative procedures governing facility condition assessments, project prioritization, capital renewal planning, deferred maintenance reporting, funding methodologies, and annual reporting to the Board.

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COCC PROPOSED POLICY REGARDING IMMIGRATION ENFORCEMENT ACTIVITIES

Recommend that this be included in the COCC General Policies Manual.

G-32-2: Introduction

COCC is committed to a safe and secure learning and work environment for all students and employees. As such, this policy details the College's, and its employees', obligations should out-of-state or federal law enforcement be on campus for the purposes of immigration enforcement.

G-32-2.1: Definitions

The following definition of terms are for purposes of this policy only.

Campus: Any real property owned or leased by the College.

Designated School Official (DSO): For purposes of this policy, the Designated School Official is the Director of Campus Safety and Emergency Management (DCSEM). If the DCSEM is not available, the Vice President of Student Affairs or the Dean of Enrollment Management are designated to act in their absence.

Immigration Authority: U.S. Department of Homeland Security, U.S. Immigration and Customs Enforcement, U.S. Customs and Border Protection or any successor agency; includes the agency itself or any other federal immigration agency or official, or any other entity to which a federal immigration agency delegates or assigns authority to detect, investigate or enforce violations of immigration law.

Immigration Enforcement: Any activity that has as its purpose the apprehension or identification of an individual in order to subject the individual to civil immigration arrest, civil immigration detention, removal or deportation proceedings or removal or deportation from the United States or criminally prosecute the individual for offenses related to federal laws regarding immigration status.

Public Areas: Any Designated Public Forum (as defined in General Policy G-31-9.2.5.1).

Non-Public Areas: Non-public areas are all areas that are not Designated Public Forums including, without limitation, classrooms, employee or contractor offices, and residence hall interior spaces.

G-32-2.2: Employee Responsibility with Federal or Out-of-State Law Enforcement Operations

Except as required by state or federal law, College employees and agents are prohibited from, when acting in the capacity of a College employee or agent, intentionally assisting, cooperating with, or allowing any College time, money, facilities, property, equipment, personnel or other resources to be used to assist, facilitate, or cooperate any operation executed by any federal or out-of-state law enforcement agency, if the employee or agent is aware that the operation is intended to:

- Identify or impose civil or criminal liability upon any individual, group, association, organization, corporation, business, or partnership based on activities protected by Article I, section 8 or 26, of the Oregon Constitution, of the First Amendment to the United States Constitution;
- Identify or impose civil or criminal liability upon any individual, group, association, organization, corporation, business, or partnership based on membership in, or support of a person based on a person's membership in, a class of persons protected under the Oregon or United States Constitution or other state or federal law, including race, color, religion, sex, sexual orientation, gender identity, national origin, marital status, disability or age; or
- Identify or impose civil or criminal liability upon any individual, group, association, organization, corporation, business, or partnership based on political, religious or social view, associations, or activities.

If an employee is approached by any law enforcement agency or immigration authority for assistance in investigating, apprehending or arresting individuals, the employee shall refer that agency to the Designated School Official (DSO).

The DSO will determine the nature of the request for assistance and whether the action requested is required by the out-of-state or federal law, a judicial subpoena issued as part of a court proceeding, or other compulsory court-issued process. All requests for assistance will be evaluated consistent with existing College policies and procedures.

The DSO will document and report all out-of-state or federal immigration agency on-site activities to the Oregon Criminal Justice Commission as soon as it is reasonable to do so.

G-32-2.3: Immigration Authorities Requesting Student Information

In compliance with the College's Family Educational Rights and Privacy Act (FERPA) policy, the College shall not release student information to an immigration authority without a lawfully-issued judicial subpoena. In the event the College receives such a subpoena, it will attempt to notify the student prior to the deadline for complying with the subpoena.

G-32-2.4: Immigration Presence on Campus

Permitted Immigration Enforcement Activities

Out-of-state or federal immigration authorities are permitted to conduct immigration enforcement activities only in public areas. They may only conduct immigration enforcement activities in non-public areas with a lawfully issued court order, reviewed by the Designated School Official. See the Definitions section for how public and non-public areas are defined.

Notification of Immigration Activities

If immigration authorities are confirmed to be on any campus for the purposes of immigration enforcement, the College shall notify all students, employees, and contractors of their presence as soon as possible. The notice will not include personally-identifiable information or other information designated as not legal to disclose. The notice will include the following information, at a minimum:

- The general location of the immigration authority.
- Whether classes or operations are impacted by the presence the immigration authority.

The notice will be sent via the College's emergency notification system, as well as posted to the College website. Notice is not required when out-of-state or federal immigration officials conduct routine visits to ensure compliance with employment laws or the Student Exchange Visitor Program.

G-32-2.5: Information Shared about Individual Students

If the College is required to provide information on a student to an out-of-state or federal immigration authority, the College will make reasonable effort to notify the student unless prohibited by a lawfully issued court order. The College will only provide information on individual students in compliance with the College's FERPA policy and/or as directed by a lawfully issued court order. Any information shared will be vetted by the Dean of Enrollment Management or Vice President of Student Affairs.

G-32-2.6: Training

The DSO shall engage in training at least once every two years. The training shall cover regulatory information related to this policy and any applicable model policies published by the Attorney General under ORS 180.810.

COCC PROPOSED POLICY: NONDISCRIMINATION POLICY UPDATE

Required update to existing nondiscrimination statement language in red.

G-28-1 NONDISCRIMINATION AND EQUAL EMPLOYMENT/AFFIRMATIVE ACTION POLICY

Revised 12/19/2025

The goal of Central Oregon Community College is to provide an atmosphere that encourages faculty, staff and students to realize their full potential. In support of this goal, it is the policy of Central Oregon Community College that there will be no discrimination or harassment on the basis of age, disability, sex, marital status, national origin, ethnicity, color, race, religion, sexual orientation, gender identity, genetic information, **immigration or** citizenship status, veteran or military status, pregnancy or parenting status, or any other classes protected under federal and state statutes in any education program, activities or employment. Persons with questions about this statement should contact Human Resources at 541-383-7216 or the Vice President for Student Affairs at 541-383-7211.

This policy covers nondiscrimination in both employment and access to educational opportunities. When brought to the attention of the appropriate parties, any such actions will be promptly and equitably responded to according to the process outlined in general procedures sections N-1, N-2, or N-3.

G-33-4: Rights of Student Ordered to Military Service

Central Oregon Community College supports students whose education is interrupted due to military service. State and federal laws provide academic and financial protections for students who are ordered to active duty or who must leave school to perform qualifying military service.

To ensure students can take advantage of these options, they must submit verification of required military orders to Admissions and Records prior to implementing any of these supports. Additionally, students shall make all reasonable attempts to contact the Admissions and Records Office prior to their assigned departure date.

G-33-4.1: Deployed for 30 or More Consecutive Days

A current student who is a member of the military, commissioned corps of the National Oceanic and Atmospheric Administration, or the Public Health Service of the United States Department of Health and Human Services, and is ordered to state or federal active duty for more than 30 consecutive days are entitled to certain academic and financial protections.

Current Courses

Students who are deployed for 30 or more days have the following options regarding their current courses:

- Withdraw from a course without academic penalty and be reimbursed or receive credit for amounts paid towards course tuition and fees. The student may also receive a refund or credit for room and board if living in on-campus housing.
- Receive an incomplete “I” grade and complete course requirements upon return from active duty, so long as the grade is in line with COCC’s Incomplete Grade policy.
- Complete coursework when feasible and agreed upon with the instructor, with the following provisions:
 - Any class session missed as a result of active duty shall be counted as excused absences and cannot adversely impact the student’s final course grade;
 - An instructor may not excuse a student from completing course assignments solely due to active duty status;
 - An instructor may award a grade only if the student completes sufficient work and demonstrates sufficient progress towards meeting course requirements, as assessed by the instructor.

Readmission/Return to COCC

Within one year of release from active duty, students who choose to return to COCC, will:

- Be readmitted with the same academic status they held when they last attended;
- Have all advising and registration activity take place as if there was no gap in the student’s enrollment;
- Have institutional and COCC Foundation scholarships or grants reinstated if eligibility requirements are met;

- Have Oregon Student Access and Completion scholarships or grants reinstated in line with Higher Education Coordinating Commission rules.

G-33-4.2: Deployed for 30 or Fewer Consecutive Days

A current student who is a member of the military, commissioned corps of the National Oceanic and Atmospheric Administration, or the Public Health Service of the United States Department of Health and Human Services, and is ordered to state or federal active duty for 30 or fewer consecutive days are entitled to certain academic and financial protections.

Any class session missed as a result of active duty shall be counted as excused absences and cannot adversely impact the student's final course grade. With this, the student has two options upon return from active duty:

- Complete any missed course requirements, doing so within a reasonable amount of time, noting that a student's grade may not be negatively impacted solely due to late completion of course requirements; or,
- An instructor may award a grade only if the student completes sufficient work and demonstrates sufficient progress towards meeting course requirements, as assessed by the instructor.

G-33-4.3: Inactive Drill Duty or Other Mandatory Training

A current student who receives an order for drill or other mandatory training for 30 or fewer consecutive days are entitled to certain academic and financial protections.

Any class session missed as a result of mandatory training shall be counted as excused absences and cannot adversely impact the student's final course grade. With this, the student has two options upon return from training:

- Complete any missed course requirements, doing so within a reasonable amount of time, noting that a student's grade may not be negatively impacted solely due to late completion of course requirements; or,
- An instructor may award a grade only if the student completes sufficient work and demonstrates sufficient progress towards meeting course requirements, as assessed by the instructor.

GP 9: BOARD OPERATIONS

Approved: 6/9/1993; Revised: 3/13/1996; 11/14/2001; 12/9/2016; 9/8/2021; 9/11/2024

The Board will operate in a consistent manner, following the policies detailed herein, and, unless otherwise noted and/or subject to applicable law, adhere to these operational proceedings:

1. The Board will meet on the second Wednesday of each month, normally at 5:45 p.m. in the Christiansen Board Room of the Boyle Education Center on the Bend campus. When the Chair deems it necessary or advisable to reschedule the time or date of a regular meeting, the Chair may do so, in consultation with the President and the remainder of the Board. Reasons for rescheduling may include, but are not limited to, assuring quorum, accommodating other College needs for the Board Room, and avoiding conflicts with holidays or community/College events. The Chair may upon their own motion, or at the request of three members of the Board, by giving notice to all members of the Board and the public call for an emergency meeting or special meeting of the Board; provided, however, special meetings must be called and noticed at least 24 hours prior to the holding of the special meeting. All meetings of the Board will be called, noticed, and held in accordance with the rules of the Board, ORS Chapter 341, and Oregon's Public Meetings Law. The Board will use reasonable efforts to hold at least one meeting on each campus annually and one meeting a year in other communities within the College's district.
2. To foster equitable participation by all Board members and to facilitate efficient and effective meetings, the Board shall generally follow Robert's Rules of Order in the conduct of meetings.
3. At the annual organization meeting, to be held as part of the regular July Board meeting, the Board shall elect a Chair and a Vice-Chair. The Vice-Chair will serve as Chair-elect, with the expectation, but not the obligation, of becoming Chair. No Vice-Chair is required to subsequently serve as Chair, and the Board has no obligation to elect a former Vice-Chair as Chair. The Vice-Chair shall fulfill the duties of the Chair in the absence of the Chair.
4. When a vacancy as specified under ORS 341.335(1)(a)-(d) occurs on the Board, the remaining Board members shall cause the College to publicly advertise the vacancy and seek applications from members of the public who reside within the zone represented by the vacancy. The Board shall prescribe the format in which applications to fill the vacancy

are to be submitted. Time permitting, the Board may choose to convene a subcommittee of Board members to screen applications, and/or interview applicants, and make a recommendation to the Board. At a regular or special meeting, the Board shall then fill the vacancy with a qualified individual. The member so selected shall serve until the next Board election at which time the current Board member (or a successor) shall be formally elected to fill the remainder of the unexpired term, if applicable.

5. During the budget review process, the Board will convene the District Budget Committee, in accordance with ORS Chapter 294.
6. The Board Chair, in consultation with the Vice-Chair and with input from Board members and the President, will set the Board's meeting agendas. The Chair will seek to base agendas upon then-current issues for the College as well as upon the goals and issues agreed upon by the full Board at a retreat.
7. To the extent permitted by Oregon law and College technology, Board members may participate in meetings via telephonic conference call or other electronic means of conferring and be considered present, provided all members of the Board and the public attending the meeting can reasonably hear the voice of the Board member, and the Board member can reasonably hear the voices of the other members of the Board and the public attending the meeting. In accordance with applicable law, the College will provide electronic access or other means for the public to attend meetings of the Board.
8. The Board ~~places a will give~~ high priority ~~onte~~ participation by members of the public and of the College community, and will provide opportunities for public comment in a fair, orderly, and efficient manner. The Board will provide a reserves the right to establish time limits for public comment period at the beginning of regular meetings and, when feasible, an additional opportunity at the end of the meeting. Public comment periods will generally be limited to 20 minutes, with three-minute time limits for individual speakers. Individuals are required to sign up in advance or at the meeting. The Board reserves the right to establish procedures ~~take partial testimony, to limit debate, or to take whatever actions are necessary to ensure~~ offer a fair hearing, maintain order and civility, comply with facility capacity and safety requirements, and to an individual within the time necessary to complete the published agenda. This includes the ability to limit testimony that is repetitive, irrelevant, or disruptive. The Board may choose not to respond to comments during the meeting, refer items to staff, or defer response to a later time.

Commented [KM1]: Revision added from May 12, 2026 Policy Review Committee meeting.

Commented [KM2]: Revision added from May 12, 2026 Policy Review Committee meeting.

Commented [KM3]: Revision added from May 12, 2026 Policy Review Committee meeting.

9. The naming of any campus, building, or significant spaces within Central Oregon Community College shall be at the discretion of the Board of Directors.
- A. The Board may choose to name a building after a major geographical feature, facility function or after persons involved with the College or state of Oregon. The Board may use a naming committee to recommend names for particular campuses, buildings or significant spaces.
 - B. The Board may choose to name smaller areas of the College, such as rooms or spaces, after persons living or deceased, or organizations which have given a major service or made major contributions to the College, College Foundation, or College ~~distreit~~district.
 - C. The Board will consult with, and consider requests from, the President and the executive director of the COCC Foundation in exercising naming opportunities.
 - D. The Board may, as it deems appropriate, change the name of any campus, building, room, space, or area of the College.
 - D-E. This policy shall not apply to directional, numeric or alphabetical designations designed to assist with wayfinding. Such designations shall be within the discretion of the president or their designee(s).
10. When the Board finds it to be in the best interest of the College, the Board may disregard any of its policies and take action contrary to such policy(ies). Such action will first require a resolution approving a deviation from policy or the clear consensus of a majority of the Board.

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Commented [KM5]: Revision added from May 12, 2026 Policy Review Committee meeting.

Current:**BPR 2: PRESIDENT'S JOB DESCRIPTION**

Approved: 6/9/1993; Revised: 12/9/2015

The President's job duties and responsibilities can be stated as performance in the following areas:

1. Performance of Board Goals and Objectives
2. Relationship with the Board of Directors
3. Operational Skills and Services
4. Professional and Leadership Activities
5. Knowledge, Skills and Abilities.

Draft:

The President is the chief executive officer of the community college and derives authority from, and is accountable to, the Central Oregon Community College Board of Directors. The President provides vision and leadership for the College and oversees all programs and services in accordance with Board policies, regulations, and applicable laws.

The President is responsible for the following:

- Developing and implementing Leading the development and implementation of a progressive, community responsive college philosophy comprehensive, and community-responsive college direction.
- , including Developing a comprehensive-strategic plan that actualizes the college's direction by outlining the institutional mission, mission, vision, goals, priorities, and resources for current and long-range needs.
- Fostering a a culture of college-wide collaboration climate that enhances student learning, encourages creative teaching and learning, and motivates staff, faculty, and students to achieve their highest potential.
- Establishing and maintaining an administrative organization that ensures effective and efficient management of the College and its resources.

- ~~Recommending policies for Board action and implementing policies adopted by the Board.~~ Implementing policies adopted by the Board, and recommending policies for Board consideration.
- Managing institutional resources effectively and developing new resources, revenue streams, and fundraising opportunities.
- Ensuring Engaging in effective internal and external communication, keeping the Board informed, serving as the College's chief spokesperson, and representing the College to the public.
- Representing the College's interest by and participating in appropriate local, state, and national advocacy opportunities. ~~efforts that advance the interests of the College.~~
- ~~Delegating responsibilities to staff, faculty, and committees as appropriate for the effective administration of the College.~~
- Exercising the discretion necessary to ensure the efficient operation of the College and addressing administrative matters not otherwise specified by law or Board policy.

BOARD-PRESIDENT RELATIONSHIP**BPR 1: Communication and DELEGATION TO THE PRESIDENT**

Approved: 6/9/1993; Revised: 12/9/2015; 9/11/2024; 11/17/2025

The President is accountable to the full Board. The Board will establish the governing policies, delegating implementation of the policies and the development and implementation of procedures to the President.

1. All Board authority delegated to staff is delegated through the President, so that all authority and accountability of staff is considered to be the authority and accountability of the President. Board members should not make direct requests of staff, including but not limited to, requests for information or documents, or requests to take specific actions without the president's consent.

1.2 Board members should disclose to the President any college communications with staff members to the President as it relates to College Business.

2.3. The President is authorized to establish all procedures, make all decisions, take all actions and develop and implement all activities as long as they are consistent with the Board's direction and policies. This includes specific goals set by the Board. In general, to allow the President time and capacity to meet the goals set by the Board, such goals will be set annually at the annual Board retreat in the summer or fall in consultation with the President. Notwithstanding the foregoing, the Board may, from time to time, determine that individual goals need to be added, modified or eliminated as circumstances warrant. The Board will consult with the President in setting or changing goals for the President.

4. No individual Board member, officer or committee has authority over the President. Information or assistance may be requested by individuals or groups, but if such a request - in the President's judgment - requires a material amount of staff time or funds or is disruptive, it may be refused, unless authorized by the Board.

3.5. Board members are responsible for keeping the President properly informed. As such, Board members should make every effort to inform the President of their questions, concerns, or specific advocacy prior to public meetings when possible.

Commented [KM1]: Proposed revisions from 5/12/2026 Policy Review Committee meeting.

GP 8: BOARD MEMBERS' CODE OF CONDUCT

Approved: 6/9/1993; Revised: 2/8/1995; 12/9/2015; 9/11/2024

Given the role that a Board member plays, and the fact that they are often seen as the "face" of the institution, the Board expects at all times that its members will exhibit ethical and professional conduct. This commitment includes proper use of authority and appropriate decorum in group and individual behavior at all times.

1. Board members must represent unconflicted loyalty to the interests of the stakeholders and constituents. This accountability supersedes any conflicting loyalty such as that to advocacy of interest groups and membership on other Boards or staffs. This accountability supersedes the personal interest of any Board member acting as an individual consumer of the organization's services.
2. Board members must avoid any conflict of interest with respect to their fiduciary responsibility.
 - A. There must be no self-dealing or any conduct of private business or personal services between any Board member and the organization except as procedurally controlled to assure openness, competitive opportunity and equal access to information.
 - B. Board members must not use their positions to obtain employment in the organization for themselves, family members or close associates.
 - C. Should a Board member be considered for employment, s/he must temporarily withdraw from Board deliberation, voting and access to applicable Board information.
3. Board members may not attempt to exercise individual authority over the organization except as explicitly set forth in Board policies.
 - A. Board members' interaction with the President or with staff must recognize the lack of authority in any individual Board member or group of Board members except as noted above.
 - B. Board members' interaction with the public, press or other entities must recognize the same limitation and the similar inability of any Board member or Board members to speak for the Board.
 - C. Board members will refrain from making any public remarks or disparaging comments about the President or staff that could damage the College's reputation.

4. Board members will be reimbursed for all Board/College-related travel; however, the College does not pay meals, lodging, or other costs for family member(s) who may accompany the Board member unless circumstances are pre-approved by the Board Chair.