

UMPQUA COMMUNITY COLLEGE

ROSEBURG, OREGON

BOARD OF DIRECTORS---BUDGET HEARING---UCC Lang Center June 13, 2012

MEMBERS

Vanessa Becker, Chr. ___
Betty Tamm, VC ___
Bob Bell ___
Elin Miller ___

Sharon Rice ___
Wendy Weikum ___
Joe Yetter ___

ADMINISTRATION:

Joe Olson ___
Lynn Moore ___

AGENDA

- I Call to Order -- record attendance -- Pledge of Allegiance

- II HEARING OF INTERESTED PERSONS ON BUDGET
As Published June 3, 2012

- III Close Hearing/Adjournment

Lee Salter, Board Secretary, 440-4622 voice or 440-4646 TDD. The UCC Board will provide, upon request, reasonable accommodation during Board meetings for individuals with disabilities.

UMPQUA COMMUNITY COLLEGE

Umpqua Community College provides accessible and affordable quality college education; life-long learning opportunities; workforce training, and cultural programs for our communities.

UCC Board of Trustees Goals, 2011-12

- Develop and Implement a new president assessment process
- Complete a climate assessment for campus
- Increase Board engagement in setting budget priorities
- Ensure approval of capital bond
- Move toward paperless board meetings
- Begin 2013-18 Strategic Planning process

**VOL. XLVI, No. 12 BOARD OF TRUSTEES MEETING 7:00 P.M. Lang Event Center, June 13, 2012
Board Dinner and Work Session re: Strategic Planning Process at 5:30 P.M., Lang Event Center**

A G E N D A

MEMBERS:

Vanessa Becker, Chair _____
Betty Tamm V. Chr. _____
Bob Bell _____
Elin Miller _____

Sharon Rice _____
Wendy Weikum _____
Joe Yetter _____

ADMINISTRATION:

Joe Olson _____
Roxanne Kelly _____
Lynn Moore _____

I. CALL TO ORDER Chair Becker

II. ATTENDANCE Chair Becker

III. CONSENT AGENDA pp 1- 8

All matters listed under Consent Agenda are considered by the Board of Directors to be routine or sufficiently supported by information as to not require additional discussion. Consent Agenda items will be enacted by one motion. There will be no separate discussion of these items prior to the time the Board votes on them, unless a Board member requests a specific item be removed from the Consent Agenda for discussion and a separate vote.

IV. CHANGES TO THE AGENDA Chair Becker

V. CITIZEN COMMENTS

Each citizen wishing to address the Board will, prior to speaking, fill in his or her name and city of residence on the sign-in sheet. At the time specified in the agenda, the citizen will begin by stating his or her name and city of residence. Comments will be limited to three to five minutes per individual, at the discretion of the Board Chair. At the conclusion of public comment, Board members may respond to the comments, may ask staff to review a matter, may ask that a matter be put on a future agenda, or may move directly to the next item on the agenda.

VI.	ASUCC REPORT	Ethan Snyder	
VII.	ACEUCC REPORT	Victoria Sawyer	
VIII.	UCCFA REPORT	Honora NiAodagain	
IX.	PRESIDENT'S REPORT	Dr. Olson	pp 9-27
X.	OCCA REP. REPORT	Dir. Bell	
XI.	OLD BUSINESS		
XII.	NEW BUSINESS		
	A. UCC Swimming Pool	Joe Olson	p 28
	B. Achievement Compact	Lynn Moore	pp 29-39
	C. Res. No. 15 – Adopting the Budget	Lynn Moore	pp 40-41
	D. Res. No. 16 - Est. Clerk, Dep. Clerk, Budget Officer	Lynn Moore	pp 42-43
	E. Authorization for Interfund Borrowing FY 2012-13	Lynn Moore	p 44
	F. Sabbatical Leave Approval	Roxanne Kelly	pp 45-49
	G. Res. No. 17 – Approval to Transfer Appropriation	Lynn Moore	pp 50-51
XIII.	ORGANIZATION		
	A. Election of Chair for 2012-13		
	B. Election of Vice Chair for 2012-13		
	C. Election of OCCA Representative for 2012-13		
XIV.	BOARD COMMENTS	Chair	
XV.	ADJOURNMENT	Chair	

IMPORTANT DATES:

- Thursday, June 14, UCC ABSD/GED Graduation, Swanson Theater, 7 p.m.
- Friday, June 15, UCC Nursing Pinning Ceremony, Jacoby, 10 a.m.
- Friday, June 15, UCC Commencement, 6 p.m.
- July 11-12, State Board Work Shop at Oregon Gardens
- Friday, July 20, UCC Foundation Golf Tournament, Myrtle Creek

NEXT BOARD MEETING:

- Wednesday, September 12, Board Room, Time TBD

Lee Salter, Board Assistant, 541-440-4622 voice or 541-440-4626 TDD (Human Resource Office). The UCC Board will provide, upon request, reasonable accommodation during Board meetings for individuals with disabilities.

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Informational Item
 Action Item

Subject: Consent Agenda
Date: June 13, 2012

Recommendation:

Recommend approval of:

- Minutes of College Budget Meeting of April 25, 2012 pp 1-4
- Minutes of College Board Meeting of May 9, 2012 pp 5-7
- Personnel Actions p 8

Recommended by:

Lee Salter

Approved for Consideration:

Jon De
U.C.C. President

**UMPQUA COMMUNITY COLLEGE
BUDGET COMMITTEE MINUTES**

On Wednesday, April 25, 2012, the Umpqua Community College Budget Committee met in the Campus Lang Center Building, Roseburg, Oregon. The meeting was called to order at 6:55 p.m. by Sally Dunn, 2011 Chair, and the pledge of allegiance was given.

Budget Directors Present: Hop Jackson, Vernice Paterson, Sally Dunn, Rex Stevens, Betty Tamm, Sharon Rice, Bob Bell, Diane Phillips, Vanessa Becker, Sandy Henry, Elin Miller and Wendy Weikum

Absent: Janet Morse and Joe Yetter

Others in Attendance:

Joe Olson
Lynn Moore
Lee Salter

Rebecca Redell
Lorrie Ranck
Ali Mageehon

Natalya Brown
Mark Williams
Bentley Gilbert

Organization for 2012-2013:

Hop Jackson nominated Sally Dunn for Chair, Diane Phillips seconded the nomination and a unanimous vote was cast.

Dir. Tamm nominated Hop Jackson for Vice Chair, Rex Stevens seconded the nomination and a unanimous vote was cast.

Dir. Bell nominated Rex Stevens as Secretary, Dir. Tamm seconded the nomination and a unanimous vote was cast.

Roberts Rules of Order with a quorum to consist of eight is recognized for this meeting.

An adjournment time of no later than 8:30 p.m. was established.

Dr. Joe Olson presented his budget message for fiscal year 2012-2013. He began by thanking Dr. Moore and Ms. Redell for all their work in putting this year's proposed budget together. One of this year's goals was to make the budget process for global and transparent. We did that, but not to the full extent that we would like. Many faculty and staff participated in the process. This, his first year, was full of transitions not just for the presidency, but for several other administrative positions. He noted this budget proposal is dependent upon use of some reserves, which is not sustainable. We cannot accept that as an excuse or rationale and continue to build our budgets this way. Enrollment is down and expect it may be down again this Fall. While he believes the State funding will come back up to some extent, we need to be mindful of our budgets and finding ways to adjust our budget-building process. . not a year from now, but beginning this July. We propose this budget committee gather in early fall to talk about ways in which we might make some reductions without cutting services to students or reductions in staffing. There is much on our table this year beyond the bond election. We have a pool that needs tending, a campus that needs attention because it is over 40 years old, including roof issues.

He said he believes everything can happen through good communication and respect. When that happens, ideas swell, and faculty and staff will find ways to make budget adjustments. We have put aside funds this year for student success.

April 25, 2012 College Budget Committee Meeting

Dr. Olson then turned the meeting to Vice President for Administration and Student Development, Dr. Lynn Moore to define in more detail the budget.

Dr. Moore began by noting the changes made internally with the budget process. It began with a budget process team that met every other week for 2-3 hours learning how the institution is financed. Their charge was to learn about the budget and Oregon law, as you learn think about how this relates to how we manage our budget, and as you learn more, how do we improve the process. Many good ideas were generated by the group. Students were later added to the group who attend on a monthly basis. We will continue monthly meetings even after the budget is adopted. It is hoped to include the citizen budget committee on a quarterly basis.

Dir. Miller asked how the Strategic Plan weaves into the budget. Dr. Moore said program development, budget, everything we do must fit our College Mission. The Strategic Plan must be tied to the budget with every goal planned in accordance to our mission.

Rebecca Redell, , presented the 2012-13 Budget:

- General Fund Resources (taxes, fund balance, state assistance, tuition, fees, transfers, other) are budgeted at \$26.2 million with the most significant decreases in the State Support and Tuition areas. Current projections show UCC will receive approximately \$500,000 less funding in the 2012-13 year. Tuition revenues are projected at a decreased enrollment level relative to 2011-12 and include a \$3/credit increase, making UCC tuition \$75/credit. UCC continues to maintain the lowest tuition rate of the Oregon community colleges. State support makes up 39%, down from 41% in 2011-12. Current taxes represent about 11% of the College resources.

- Enterprise Fund (revenue generating areas such as Food Service/Catering and Bookstore) generate an estimated \$4 million. A transfer of \$475,000 will help needed upgrades in Information Technology. Budget Committee (BC) member Phillips asked for more explanation. Ms. Redell said infrastructure on campus is in dire need of replacement (routers, servers, etc.). We are reviewing different options including lease vs. purchase.

BC Stevens asked about property taxes and the impact on the budget. Ms. Redell said Assessor Office projections are that we will collect \$28 million, but actually we may collect more.

BC Paterson asked about budget assumptions. Ms Redell said we assumed a 10% enrollment drop for next fall

- General Fund Requirements (materials & services, capital outlay, personnel). She said materials and services and capital outlay areas were reduced the most to avoid any personnel cuts and meet contractual obligations.

- General Fund Direct Operations by Use (community services, plant operations, instruction, instructional support, student development, college support services)

Then, she began explaining the support side of the budget and the expenditures (Special Revenue Funds, Financial Aid Fund (primarily a pass through fund for students), Capital Projects Fund, Insurance Fund, Enterprise Fund). The full faith and credit obligation, which is the debt service line for the SOWI building and continues through 2025. The PERS and UAL continue through 2028. The mandated reserve holds a board-mandated 8% of budget. In addition we are holding back an additional \$1 million in upappropriated ending fund balance. That means we are not allowed to access those funds unless disaster strikes. The Board would have to declare an emergency. We are doing this because this will be

April 25, 2012 College Budget Committee Meeting

a year of only 3 payments from the State, with the 4th coming next July.

She noted that 92% of all full-time students receive financial aid. The Oregon Opportunity Grant has fluctuated though is the grant of choice for students. The JOBS program was greatly reduced. BC member Phillips asked how budgeting works for receiving grants. It was explained that grant funds are basically pass-through funds. We expend funds from the grant, but they cannot be carried over from year to year.

Ms. Redell noted that, new this year, is the \$2 student success fee that will fund tutoring and other student success issues and will tie directly into the upcoming required achievement compact success goals.

She explained the Capital Projects Fund contains anticipated costs for the passage of the upcoming bond. Dr. Olson asked Ms. Redell to explain to the committee the upfront costs from the College for the bond, such as surveys and architectural renderings/fees. She said we are allowed to reimburse ourselves from the sales of the bonds for any pre-bond expenses directly related to building. For us, that would be approximately \$600-800,000.

BC Jackson asked if we had any projected roof replacement costs. We do not at this time. Our Facilities Director is looking into the issues of the roof, which, in some cases, affects structure. He is in conversation with engineers to explore options.

BC Paterson asked what percentage of salaries is benefits. It is varied depending on the position, but averages 35-40%.

Upon completion of explanation of the budget and answering of questions from committee members, the meeting was opened to deliberations.

Since most questions had been answered as Ms Redell moved through the budget, there was very little deliberation.

Dr. Olson asked Ms Redell about where the Student Government funds had come from that was used for refurbishing the dining room. She said it came from self-sustaining funds (Student Activity Fee).

Dir. Tamm remarked that it was wonderful to see the Bookstore doing so well within the Enterprise funds, and asked how the Culinary area was doing. Ms Redell said there is still some transfer from the Bookstore to Culinary, but Culinary is doing much better as catering picks up and funding has been reduced. Dir. Bell asked if Culinary could accommodate a larger enrollment. Academic Dean, Mark Williams, said that it has grown. The staff have shifted the way they do instruction in order to take more students in the program.

BC Phillips asked about how we accommodate tutoring. Dr. Ali Mageehon, Dir. Of AHSD, spoke to this explaining the advising/tutoring coordinator position is currently a part-time position, so we have not been able to offer evening or weekend assistance for students. Perkins funds have been used to make this position full-time so that on-line weekend and evening services can be offered. Tutor groups outside of the class and mentoring sessions are offered by students for students by program as well.

Dr. Olson thanked the committee for their service to the college.

April 25, 2012 College Budget Committee Meeting

- Motion:** I move for approval of the general operating fund for 2012-2013 as presented to include the College permanent tax rate of \$.4551/\$1000 of ad valorem property taxes to be certified for collection. Motion by BC Stevens, seconded by BC Henry and carried unanimously.
- Motion:** I move for approval of the proposed Special Revenue Funds, as presented. Motion by BC Henry, seconded by BC Stevens and carried unanimously.
- Motion:** I move for approval of the proposed College tax rate of an additional \$.29/\$1000 of ad valorem property taxes to be certified for collection following the bond election. Motion by BC Henry, seconded by Dir. Miller and carried unanimously.

Note of appreciation for foodservice!

Chair Dunn thanked Ms. Redell for the presentation this evening and thanked everyone for coming.

Meeting adjourned at 8:12 p.m.

Respectfully submitted,

Approved,

Rex Stevens
Secretary

Sally Dunn
Chair

Recorded by Lee Salter
Attachment to Permanent Minutes:
President's 2012-2013 Budget Message

**UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
May 9, 2012**

The Umpqua Community College Board of Trustees met on Wednesday, May 9, 2012 in the UCC Administration Building, Roseburg, Oregon. Board Chair Becker called the meeting to order at 7 p.m., and the pledge of allegiance was given.

Directors present: Vanessa Becker, Bob Bell, Betty Tamm, Joe Yetter, Wendy Weikum and Elin Miller
Excused: Sharon Rice

Others in attendance:

Joe Olson	Ethan Snyder	Ali Mageehon
Lynn Moore	Bentley Gilbert	Jason Aase
Ellen Brown	Honora NiAodagain	Marjan Coester
Lee Salter	Victoria Sawyer	Lorrie Ranck
Rebecca Redell	Ken Carloni	Kevin Mathweg
Dan Yoder	Miguel Carreon	Tammy Stever
Eleanor Degeneffe		

Consent Agenda:

A. Board Minutes of April 11, 2012

Motion: I move for approval of the consent agenda as mailed out. Motion by Dir. Bell, seconded by Dir. Miller and carried unanimously.

Citizen Comment

No one signed up to speak this evening.

Focus Presentation:

President Olson called upon Marjan Coester, Dir. For Student Life, to introduce this year's Academic All-Star students. Tammy Stever and Eleanor Degeneffe were nominated for the national Phi Theta Kappa Academic team and selected for the Oregon Academic All-Star team. They went to Salem last month for a recognition luncheon and ceremony with the Governor. Both will graduate this spring. Miguel Carreon, a nursing student who will graduate this spring was selected as one of 60 students nationwide for the prestigious Jack Kent Cooke award, which is for up to \$30,000 a year for four years.

Dr. Olson then asked faculty member, Kevin Mathweg, to introduce the Skills-USA state competition participants. Students participated in their areas of expertise. This year we had participants in the areas of welding, automotive and culinary. We hope to add students from other programs next year. Not all students who participated could be present this evening, but those who were introduced themselves and what event they participated in.

ASUCC Report

ASUCC President, Ethan Snyder, reported on the "Be the One" assembly today in support of diversity on campus, which was received very well; "spring fever" celebration with many fun events of campus for one day; awarded two ASUCC scholarships for leadership and diversity on campus; PTK induction ceremony; health fair coming soon; leadership workshops; OCCSA meeting on UCC campus coming up; ASUCC elections happening this week; dodgeball tournament; "Spring into Success"; Outstanding Student Reception; the last study-in for the end of the term;

ACEUCC Report

Victoria Sawyer, Chair of ACEUCC, reported that some classified staff had attended a meeting of the Administrative group with an attorney providing a workshop on UCC union contracts; bylaws revisions completed; will soon be taking nominations for new officers for the upcoming year; working on forming an AAWCC chapter on campus; April Hamlin selected to attend OILD this summer; fall inservice; retreat meetings, end-of-year activities; and saying goodbye to John Cox who passed away April 26. The ACEUCC purchased rhododendrons for planting on campus in his memory. A plaque will also be placed in the ground near the flowers. Thanked Dr. Olson for allowing staff time to grieve.

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UCCFA Report

Honora NiAodagain, Chair of UCCFA, acknowledged the passing of John Cox and sends sympathies to his family. Noted that Melinda Benton and the Mainstream recently won 4 awards in the State; shared an e-mail sent out to the campus by Brandon Green about the recent STEM event. Jason Heald is on sabbatical in Ireland. Susan Rochester was awarded a grant and will be going to New Mexico. A delegation of Spanish individuals will be coming to campus later this month from the Aranda de Duero region. They are in the enology/viticulture field.

Board Chair Becker thanked the staff for keeping the Board informed about the passing of John Cox.

President's Report

- Passed out the monthly dashboard noting the decline in the number of financial aid applications and decline for applications for admissions. We will keep an eye on these numbers.
- Noted the receipt of the Upward Bound grant and congratulated Missy Olson.
- Asked Ken Carloni to speak about a new course he is offering this summer in Field Botony. This is a 5-week term with students taking 3 weeks of on-line course before taking a 6-day field trip through Oregon and Northern California. The class has a \$650 fee, but this includes all food/lodging and expenses for the trip.

OCCA Board Report

OCCA Board representative, Bob Bell, reported there had been no meeting since our last board meeting, but as a member of the executive committee, he has been involved in conference calls. From those calls he reported on the budget principals being discussed. These principals are talking points to use for the next legislative session about why we need additional funding from the State. 40-40-20 must happen by 2025, so it must be supported. That would be a principle, as well as being the bridge between high schools and 4-year schools. Student tuition is an issue for discussion at the State level. If the State does not want us to continue to raise tuition, they must provide more community college support. Also, capital construction; many community colleges are aged and will need maintenance attention.

Dir. Bell also encouraged fellow Board members to attend the summer board workshop.

New Business:

Dr. Lynn Moore, VP for Administrative Services and Student Development, presented for Board approval a request for course fees of \$650 for the Field Botany pilot project class which Dr. Carloni previously spoke about.

Motion: I move for approval of the \$650 for the Field Botany program as presented. Motion by Dir. Miller, seconded by Dir. Tamm and carried unanimously.

Dr. Olson noted that Dr. Carloni has been working hard to find seed money for assisting with these costs.

Resolution No. 14 - Approval to Spend Funds

Lynn Moore, Vice President for Administrative Services and Student Development, presented for Board approval a resolution to increase appropriations in the Special Revenue Fund - Grants and Contracts, the amount of \$13,353 for assistance with the OPABS (Oregon Pathways Adult Basic Skills) program. Ali Mageehon explained how the funds will support instructors and students enrolled in college classes at the same time they are enrolled in GED courses.

Motion: I move for approval of Resolution No. 14, in the amount of \$13,353 for the OPABS program as presented. Motion by Dir. Yetter, seconded by Dir. Weikum and carried unanimously.

President Olson said he has worked with several different staff, board and outside folks to come up with the proposed Campus Climate Survey and President's Evaluation tool. It was at first felt we might need an outside consultant, but he is very pleased that Dan Yoder, UCC Institutional Researcher has put together a survey tool for use.

The Board discussed to what extent and when they would like the survey offered. This will be a link sent by e-mail to all staff to do on-line before graduation. The Board was asked if they would like to also take this survey. They felt that they should not do this now, but only see the feedback/results of the staff. It was also noted that there may some feedback that will be helpful/influential for the Strategic Plan.

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The Board said they were impressed with the Campus Climate Survey tool, but wanted staff to understand this is only a tool and should be taken with the feeling of the campus atmosphere right now, not 5 or 10 years ago. We are assessing now and can celebrate things we are doing now, and use this as a benchmark for the future.

Dan will compile the results of the surveys and have them available to the Board later in the summer.

The President's evaluation will be a 360 involving selected staff (6 faculty, 6 classified, 6 administrators, 4 students, and 4 community members). The board will select the community members, the classified and faculty chairs will select their staff, Ethan Snyder will select the students and Joanne Hayes (HR Director) will select the administrators. Upon completion of the survey evaluation, Dan will again compile the results and provide a report to a sub-committee of the board (Chair and Vice Chair). The Board may take, separately, the same survey to use along with the results of the staff/community for the evaluation.

Board Comments:

- Dir. Miller said thank you for all the folks who have assisted on their own time with the bond campaign.
- Chair Becker also said thanks to all the Board for their work on the campaign.

Meeting adjourned at 8:10 p.m.

Respectfully submitted,

Approved,

Joe Olson
Clerk of the Board

Vanessa Becker
Chair of the Board

Recorded by Lee Salter

Attachments to Permanent Minutes:
Res. No. 14

TO: UCC Board of Directors

FROM: Joanne Hayes, Director of Human Resources

SUBJECT: Personnel Actions

DATE: June 13, 2012

Administrative/Confidential-Exempt Contract:

Janet Baxter, Director of Human Resources, effective 06-01-12.
Michelle Bergmann, Director of Financial Aid, effective 05-15-12.


BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Informational Item
 Action Item

Subject: Reports Date: June 13, 2012

ASUCC Report	Ethan Snyder
ACEUCC Report	Victoria Sawyer
UCCFA Report	Honora NiAodagain
President's Report	Dr. Joe Olson
OCCA Board Report	Dir. Bob Bell

Recommended by:

Approved for Consideration:

U.C.C. President

PRESIDENT'S BOARD REPORT
June 2012

The following is a copy of the President's campus message sent to all staff the day after the bond election.

Well the election results were not what we had hoped for, but elections are all about voters expressing their opinion. While I certainly disagree, it is now part of history. There is a very clear message that I want to send to our College community, and that is the election results do not reflect the high regard people feel for our College, nor do the results reflect the respect that the greater community has for the work you all do each day. Several people over these last few months have said "well I don't know about the Bond, but the College is one of the best parts of Douglas County " Our Bond came at a difficult time, but as those in the campaign have said "there is no wrong time to do the right thing ". We believed, as we still do, that this was our chance to shape the educational options for our citizens, and to take an active role in finding ways to improve the quality of life in Douglas County.

Perhaps we did not emphasize enough that the 16.5 million dollar match will go somewhere else in Oregon. That is the most difficult part for me to accept. Having said that, we will use the information and lessons learned, to identify our next steps. I have quietly in my head been thinking of plan "B", not wishing to share those thoughts for fear of "jinxing" our luck...is that a word? This is a time for me to listen to what the campus and the community have to say and to share those thoughts with you and identify our next steps.

Many of you will come to work in the morning without knowing the election results, I do not want you thinking that there are no options, there are, we need to discuss those together, and we will! We will also continue to do everything we can for our students. I have been incredibly proud of the work that has been done on this campaign. I have never doubted that people were working in the best interest of the College and doing so with pride. Dennis O'Neill has invested time, energy, and passion to this campaign, Neil, Clint, Dr. Bob, Elin, other members of the Board, Bentley and so many others have put in long hours. Our students have taken strong positions and Senator Kruse took an incredibly courageous position to support us. Our relationship with South County is strong and I trust they know we intend to honor our pledge to serve them. We have made many friends along the way, who recognize the strain of our existing facilities and the need to update our teaching and learning spaces. We will muster that support. I must also recognize and thank the faculty and staff who took the time to do what they could to support this effort, we have come a very long way over these last few months and as we move forward, I think we will do so with renewed trust and vigor, finding ways to work together. It is why I came here, why I respect and admire you all and why I commit to helping this happen.

My best to you all, I look forward to seeing you on Wednesday and Thursday, I'll be doing a lot of walking. And the phone number remains, 541-391-2120.

I have already started a county-wide "listening tour." During the first week of June I will meet with Rep. Tim Freeman, members of the Bond Oversight Committee, Paul Utz and each of the County Commissioners, to name just a few. I will also be soliciting names and gathering input from those Douglas County citizens who were outspoken in opposition. These thoughts will help me develop a course of action to move ahead.

**Board Report
Instructional Services
June 2012**

Dr. Roxanne Kelly, Vice President for Instruction

I began officially working to learn about the people, programs and offerings of UCC on May 14, 2012. I have been meeting regularly with a number of staff and faculty - Everyone has been very welcoming. The Instructional Leadership Team has provided a great deal of support and information that gives me confidence that we will achieve great things together. I am pleased to be a part of the UCC family.

Dr. Ali Mageehon, Director of ABSD:

- Our second College for a Day event was held on April 26th. 80 students participated in sessions that included learning about financial aid, admissions, and registration.
- Received notification that UCC was approved for an Accelerated College Credit Program Sub-grant from the state. The \$4,000 award will support the purchase of textbooks for Phoenix School and Elkton Charter School students enrolled in the Microsoft Office Technologist Career Pathways certificate.
- We are working on the hiring process for a replacement for Mary Hart, who is retiring from her position at Wolf Creek Job Corps. Five candidates for the position will be on campus in early June to interview.
- We are beginning program wide discussions about the new GED test that will be available in January 2014. ABSD will be working on a plan for developing new curriculum and retiring the 2002 test and moving to preparing students for the 2014 test in late 2013.
- I attended the Office of Vocational and Adult Education (OVAE) and Literacy Information Communication System (LINCS) Region 4 meeting in May in San Francisco as a representative from the state ABS director's executive committee. The meeting provided a broad overview of initiatives in the western states that are supporting student transition, teacher standards, and professional development.
- The National Adult Education Honor Society induction ceremony will be June 12 from 6 – 8 p.m. in TC119.
- ABSD graduation is June 14 at 7 in the Swanson Amphitheatre.

Lorrie Ranck, Director of Curriculum Support:

As we are on the final approach to the term, I can say we are ready for the transition to summer. The curriculum support areas are poised for project work and planning efforts including developing and maintaining our curriculum archive, collaborating on Fall Inservice planning, reporting and planning for TLA (Teaching, Learning, and Assessment), reporting for accreditation and transitioning the College Now/Perkins Office to an Academic Partnerships Office.

The following are information points from the three major curriculum support areas:

Library

Valerie Miltko joined the library staff as the new full time Library Assistant, filling the position left vacant by Amy Cornia. Valerie comes to the library with years of experience in both the UCC Registration Office and the Douglas County Library System.

The library just added a subscription to a new database from EBSCO publishing, eBook Academic Collection. The database includes thousands (EBSCO says around 70,000) of full textbooks (more than twice as many books as our print collection).

Katie and the library staff finished a draft report regarding library services for the accreditation team visiting next October.

Katie attended the 2012 Oregon Information Literacy Summit at the Chemeketa McMinnville campus on May 19th.

UCCOnline and the Educational Technology Center

We are in the process of training faculty in the use of Angel 8.0 and the new features that are offered. At the same time, we have learned about a few known issues and we are troubleshooting with Blackboard to reconcile these issues over the next few months.

UCC Online is nearing completion on an Online Readiness Tool/Angel Assessment for students. This assessment will prepare students for taking an online course. It will walk them through the learning management system and assess their ability to select appropriate browsers, take online quizzes, convert documents to readable formats, and more. The course will be ready for voluntary use in the summer with the goal of being ready for New Student Orientation in the Fall.

In compliance with the Higher Education Opportunities Act of 2008, and the subsequent United States Department of Education (USDOE) Negotiated Rule Making Process in 2010, institutions offering online courses to out-of-state students must meet legal standards for students' home states. Though each state is different, meeting legal standards generally requires tracking of students, posting complaint procedures for each state, and, in some cases, seeking state-by-state authorization. Though adopted in 2011, USDOE has stated that it will not enforce the ruling until July 1, 2014 as long as institutions are making "good faith efforts" to meet state requirements. The UCC "good faith effort" is well underway, having made progress on several of these steps.

The following 2 courses were developed and passed the Quality Matters review process. They will be offered for the first time online this summer term.

1. LA102 Legal Terminology
2. CIS125S Micro Applications – Spreadsheets

College Now/Perkins (CN/P)

Dual Credit

Several high schools have expressed interest in increasing their Dual Credit offerings for the 12-13 school year. The articulations to be developed include courses such as Career Planning, College Success, and Business Leadership.

Expanded Options

South Umpqua and Douglas High Schools have been piloting an opportunity for students to earn college credit on their campuses utilizing UCC instructors over the past year. This has ultimately been a success for all parties, especially the students that have access to college instructors with the convenience of their high school classrooms.

Perkins Grant

Career Explorations Events, a collaborative effort by area high school instructors and UCC instructors, have been welcomed by school administrators, parents and students who participate in Programs of Study. The instructors in each Program of Study have worked diligently and thoughtfully to coordinate explorative events for high school students in their respective fields. Hundreds of students have had the opportunity to get hands-on experience in fields such as agriculture, welding, automotive, culinary, and construction. Visits to field sites and real world activities have been the primary focus of the events. As a testament to the events positive outcomes, schools and instructors have chosen to continue their efforts throughout next year as well.

Mark Williams, Dean of Career Technical Education:

Division News:

Interviews for the full-time business faculty position are scheduled to conclude on June 6th. We hope to complete the hiring process by the end of the month.

The Learn & Earn Program is currently employing 21 students campus-wide. Students are working for Automotive, Computer Information Systems, Engineering, Journalism, Information Technology, Nursing, and Science departments doing everything from pulling low-voltage cable to setting up websites and performing lab aide/tutor functions for other students.

Automotive:

John Blakely recently returned from attendance at Toyota training in Portland from May 22nd to the 24th. The 274 Certification Course was required for John to maintain his Automatic Transmissions Certification.

Business:

Greg Kuk attended a Continuing Professional Education course entitled "Frequent Frauds Found in Governments and Not-for-Profits on May 23.

The Business Entrepreneurship Club held a free concert last weekend on campus where students had fun and were able to make some good connections with some of our local entrepreneurs and businesses.

Criminal Justice / Police Reserve Academy (PRA):

Sixteen students graduated from the Police Reserve Academy on May 19th. Class videos can be viewed on our website at <http://www.umpqua.edu/police-reserve-academy>. PRA students participate in a nine-month long intensive training program that is conducted in coordination with local police departments. Graduates pursue employment as parole officers, police officers, correction deputies, and sheriffs.

Culinary Arts:

The Prix Fixe dinners are underway and have been receiving rave reviews! Community Relations is still receiving calls from community members that want to buy tickets even though the dinners have been sold out for over two weeks. 80 individuals attended the "Night in Paris" event on May 3rd, 124 individuals attended "Western Nights" on May 17th, and 148 tickets have been sold for "Venice Nights", which will occur on May 31st. As always, the dinners have been a great learning opportunity for our students.

Four current and two former UCC Culinary Arts students volunteered to participate in a Boys and Girls Club fundraiser on May 19th. The Culinary Arts Department was invited as the featured chef for the event.

Chef Phil Hawkins attended and co-coordinated the chefs demo table for the 50th Annual Northwest Food Show in Seattle, Washington from April 28th through April 30th.

Dental Assisting:

Dental Assisting faculty and students have continued to assist with staffing the Dental Van. The mobile dental van unit is a fully equipped, self-contained dentist office on wheels (minus the stuffy waiting room and backlog of outdated fishing magazines). Housed inside 34 and 37-foot RVs, are dentist stations complete with tools and equipment, an x-ray machine and supplies. The van was on-campus May 17th and May 24th and offered free dental procedures to UCC students based on need.

The Dental Assisting Pinning ceremony has been scheduled for June 8, 2012 at 6pm in the Lang Center.

Engineering:

The Fifth Annual Explore Engineering & Surveying event was held on May 10th. The event included exhibits, dinner, and presentations by the Oregon State University Engineering and Forestry Engineering departments, the Oregon Institute of Technology Engineering Department, UCC's Deborah Whitaker, Lisa Davis, Clay Baumgartner, and Brent Knapp, as well as former UCC Engineering graduates. 28 Exhibitors from all over the state and over 100 students from UCC and local high schools attended the event.

Representatives from the Oregon State Board of Examiners for Engineering and Land Surveying (OSBEELS), the Oregon Department of Forestry, and the Oregon State Forest Engineering Program participated in the STEM event on May 3rd. The Engineering and Surveying

Department provided catapult demonstrations and allowed students to create catapults with popsicle sticks, ping pong balls, and duct tape.

Nursing:

Nursing students and faculty have been busy! Two 2nd year nursing students and nursing faculty participated in a SIM Baby demonstration at the STEM event on May 3rd; Nursing faculty attended the OCNE statewide faculty meeting at LCC on May 10-11 (OCNE is currently celebrating the 10 year anniversary of the inception of the OCNE model of nursing education); and Art Brown, Cheryl Palmer, Geoffrey Brownell and Kelly Willis attended the National Teaching Institute and Critical Care Exposition in Orlando from May 19th to the 24th, which offered educational content for nurses and educators who care for patients with critical or complex medical conditions.

Graduating RN students are currently finishing Capstone Projects involving local businesses and community partners. Some of the Capstone Projects include, a Health Fair at Fowler House, Summer Sun Safety with Boys & Girls Club students, nutrition for residents of Adapt and Casa de Belen, nursing student role play at the NSRC for Phoenix School Health students, and infection control for care providers of in home care.

In other NSRC news, the Rotary Malaysian Exchange Team visited the NSRC and participated in a simulation on May 14th.

Pete Bober, Director of Small Business Development Center and Workforce:

Small Business Development Center (SBDC):

The SBDC working with several other community economic development organizations present the first annual Douglas County Entrepreneur Fair at the Douglas County Fairgrounds on May 23. The event featured several SBDC staff presenting seminars, local vendors and other organizations and agencies that provide services to local entrepreneurs. Keynote speaker for the event was Dave Dahl of Dave's Killer Bread. Mr. Dahl's talk was very well received with the two hundred member audience. The event received a great deal of media attention from print and broadcast media before and after the event and was viewed as very successful by local sponsors and vendors in attendance.

Staff are preparing for the relocation of the SBDC to the Umpqua Business Center, the new incubator developed by the Cow Creeks. Penny Groth, Admin/Program Specialist for Workforce and SBDC has been leading the effort and is doing a great job. The move will centralize location for several organizations providing assistance to new and existing businesses in Douglas County.

The SBDC has recently hired two new on-call business advisors, Greg Henderson a local retired banker and Bob Hillis a retired business manager with experience in food service, manufacturing and construction.

Workforce Development:

The Director recently made a presentation via the web to U.S. Department of Labor (DOL) representatives who were reviewing the Green Technician Certificate Program. The presentation

was received very well and DOL requested a copy of the presentation to share with their national office and other states in the region. The DOL grant is expected to be continued until April of 2013 to allow funding for a fifth cohort of Green Tech students.

The Workforce Department has completed a project that provided health care information-related training to twenty-five dental employees regarding advanced utilization of Dentrax, a proprietary dental information system. The project also provided funding for a specialized orientation to Healthcare Information Technology and its potential impact on the future of health care delivery to close to thirty employees of the Douglas County Health Department.

JOBS – Carla Bee, Director:

At the beginning of May, Pete Bober and Carla Bee, met with DHS managers to present a creative, “Out of the Box” JOBS Plan for 2012-2013. Several pieces of the plan brought new ideas to the table, however with limited time for planning; only a small portion of this new plan will be put into place this Fiscal Year.

UCC will have much more immediate contact once clients are determined eligible for JOBS services. The Director and other staff will assess the individual strengths and barriers of the referred clients and then place them in appropriate skills training to enhance their probability of employment.

Director Bee had her final meeting with the DHS Program Manager to finalize the 2012-2013 contract. The agreed upon amount will be \$462,197, with an additional 2 FTE’s. This amount is an increase of \$112,000 from FY 2011-2012. Still a substantial difference from what UCC received in 2010/11, but certainly a positive step in the right direction.

Community Education – Robin VanWinkle, Director:

The department is gearing up for summer programming including College for Kids and Matrix Classes for teens. Camps and classes will be available to youth aged 5-18 years in the areas of performing arts, science, body and health, aviation and technology, extreme living, careers and creative arts.

UCC is co-hosting seminars in June and September with Douglas County Public Health on promoting breastfeeding.

Adjunct instructor Shane Slyer was highlighted in the May issue of the Encore inserts in the News Review. Shane teaches in the area of drawing.

Community Education and Engineering are co-hosting the state-wide Oregon Operators Conference for Water/Wastewater operators this summer. This event is being held in conjunction with the Umpqua Basin Operators Section (UBOS) and The Oregon Region of Pacific Northwest Clean Water Association.

Jason Aase, Interim Dean of Arts and Sciences:

We are excited to welcome Roxanne Kelly to UCC as our new Vice-President of Instruction. The Arts and Sciences Division extends a warm welcome to Roxanne!

Art:

The UCC student art show is currently on exhibit in the Art Gallery, with the closing reception being held on June 7. There are many wonderful and unique pieces on display – among my favorites? The book sculptures! I also have my eye on purchasing one of the ceramic pieces ... We are in the process of coordinating with South Umpqua High School to offer two online Visual Communication classes at their campus. We met with the Principal, Art instructor, and the College Now coordinator for SUHS, and they are very excited at the opportunity! We are also in the process of coordinating with SUHS to offer a Wildlife Biology class on their campus.

Music:

There have been several performances in the past month. The Bighorn Jazz Band, under the direction of John Gronberg, held their final performance on May 23rd, the Umpqua Singers, under the direction of Cassio Vianna, performed Brazilian Bossa on June 1st, and the UCC Concert Choir, under the direction of Roberta Hall, performed music from Russia and early America on May 22nd. We are thankful to all those that filled in while Jason Heald was on sabbatical, and are thrilled with the talents of our UCC students!

Theater:

We are currently in the process of planning and organizing the annual Oregon Music Theater Festival which will feature performances of Jesus Christ Superstar, John and Jen, and Choir Girls.

Science:

Science submitted a grant application to the National Science Foundation for the purchase of chemistry equipment. When it comes to NSF funding, UCC is a small fish in a very big pond, but we are hoping for the best. (This would have been impossible without the substantial help and assistance of Susan Taylor – thank you Susan!)

A surprise baby shower was held in honor of Sean Breslin and his wife, Meg, who are expecting their first child in mid-June. Among the many gifts for mother and baby, dad-to-be looked stunning as he modeled the perfect new daddy gift: disposable lab coat, nitrile gloves with extra long tongs in hand, and gas mask. It was well attended and a good time was had by all.

John Orcutt led a class field trip to the coast to hunt for fossils around Sunset Bay and Fossil Point. The class had a great time and was very successful at finding fossils (including some fantastic worm burrow samples – I need to go back and find one for me!). The samples were brought back to campus and identified the next day in lab. I was especially grateful at the opportunity to go on the trip and do some geologizing (is that a word?).

Steve Mackey is retiring at the end of the term, and we are sad to see him go. Steve began his UCC career 23 years ago! We wish him all the best and hope to see him hanging around the department (you know he's going to miss us!).

Social Science, Language & Communication:

UCC was pleased to host to a delegation from the Colegio San Gabriel in Aranda de Duero, Spain May 22-25. We are thrilled at the cultural exchange between the two schools, and at the exciting opportunities it opens up for our students. We will be sending two students, one viticulture student and one language student, to Spain this fall as part of this exchange. We look forward to strengthening this international connection! Thank you to the all those involved in making their visit such a success! (I have got to brush up on my Spanish ...)

Math – Four UCC Math faculty attended the annual ORMATYC conference (ORegon Mathematical Association for Two Year Colleges). This conference gives them important opportunities to connect with other CC faculty and keep abreast of important trends in Math education.

Education/Early Childhood Education:

We recently acquired new technology for the Education program. Funded by Perkins, we purchased 20 iPads, 3 Dell laptops, a charging station, 2 flip cameras and a scanner. This equipment is available for use in classrooms as well as the possibility of student use outside of class time. This will greatly enhance the education experience for these students.

Demonstration Garden:

Works continues on establishing a demonstration and learning garden on campus. The garden is partially funded through Perkins and we plan to include connections to the culinary and viticulture programs at UCC. It will offer students the opportunity to learn about gardening and other sustainable agricultural practices while engaging in service, leadership, and collaboration with local high schools and other organizations. The Project Lead, Brenda Jackson, has done a remarkable job planning, organizing and implementing this project.

**Umpqua Community College
Vice President for Administrative Services and Student Development
Board Report – June 13, 2012**

STUDENT DEVELOPMENT

Advising and Career Service Center – Mandie Pritchard, Director

Academic Advising

Spring term senior advisement concluded in early May with a total of 10 schools participating thanks to the efforts of Mary Garrison, Academic Advising Specialist.

Days Creek High School
Yoncalla High School
Sutherlin High School
Roseburg High School

North Douglas High School
South Umpqua High School
Umpqua Valley Christian Academy

Woolley Center
Glide High School
Oakland High School

GED Incompletes

Nancy Hart has begun a concerted effort in contacting GED testers who have yet to complete their full series of the paper pencil test. UCC will be converting to computer based testing (CBT) beginning in July, 2012. As an approved Pearson Vue testing center, UCC will be the first community college to begin the CBT conversion in Oregon.

Student Life Office - Marjan Coester, Director

ASUCC Student Government

- Elections for the five ASUCC Executive Council positions were held on May 22-23, 2012. Two hundred and fifty votes were cast and the following students were elected to serve on next year's Student Government: President – Brenna Martin, Vice President – Freddy Gompf, Activities Officer – Dixie Ballweber, Public Relations Officer – Karlie Wilhelm and Business Manager – Elizabeth Marlow.
- The annual Spring Fever end-of-year celebration was held Friday, June 8 and featured live band "Short Changed," karaoke, golf putt, Dance-Dance Revolution, human gyro, Velcro wall, dunk tank, obstacle course, ring toss, card darts, rock wall, quack attack, wet-n-wild slide, face painting, crazy hair, tie dye, Rolling Thunder BBQ, drinks, ice cream, popcorn, sno-cones and cotton candy.
- The last Study In for the year was held Saturday, June 9.

Student Life Office

- The annual Student Awards Reception was held May 30 from 3:00-4:30. The following seventy-six students were recognized:
Jack Allen, Rose Anderson, Steve Arter, Brittany Baimbridge, Coleton Baker, Mary Barron, Chris Beaumont, Brittany Bracken, Miguel Carreon, Benjamin Chu, Arielle Chasteen, Brenna Cherry, Matthew Cluver, Kara Conway, Joshua Corbett, Stephen Cripe, Matthew Cugley, Amy Davis, Whitney Davis, Courtney DeGarmo, Eleanor Degeneffe, Roby Duncan, Kory Dunn, Jennifer Edwards, Charles Evans, Donnie Evans, Steven Ewens, Cai Yun Fairbairn, Nicki Fox, Chastity Gallagher, Miriam Gilman, Isaac Graham, James Green, Sharon Green, Alyssa Gurney, Tessa Hampton, Camille Hewett, Steven Humbert, Michael John, Suzanette Johnson, Staci Just, Kelsea Kaser, Sage King, Debra Koehler, Chris Lehman, Joshua Louch, Anna Madrigal, Elizabeth Marlow, Deryl McKnight, Jason Monroe, Devin Morgan, Andrea Morris, Daryl Oberman, Loren Oberman, Carrie Palmer, Kyle Patterson, Scott Potter, Wendy Porter, Kascy Pratt, Robert Quamme, Krystal Raye, Anna Reno, Karina Roberts, Gina Rogers, Jeff Schwab, Lindsey Severson, Christine Simmons, Tammy Stever, Loretta Strain, Kathleen Taylor, Esmeralda Trevino, Kathryn Vara, Glen Wahlman, Happy Weinhold, Leeah Whittier, and Michael Williams.

SSS / Transfer Opportunity Program – Corrie Sommerfeld, Director

The Transfer Opportunity Program – Student Support Services/TRiO operates on an annual cycle that begins September 1 – August 31. SSS / TOP is funded to serve 160 participants with an annual budget of \$269,486. TOP objectives are related to student persistence, good academic standing, 2-year graduation rate, and 2 year transfer rates.

Activities related to meeting grant objectives:

Good Academic Standing/ Persistence/Graduation/Transfer:

- Six TOP students were selected as recipient of the Ford scholarship programs (Opportunity, Restart, and Scholar). One TOP recipient stated, “If it wasn’t for TOP’s scholarship boot camp during winter term I wouldn’t of known about the opportunity or know how to fill out the application.”
- TOP will be holding the annual Celebration of Achievement on Friday, June 1st. TOP will be recognizing **45** graduate and transfer students. Also, included in the evening will be a transfer panel that is made up of TOP alumni that are currently at the university.
- Each year TOP provides an opportunity for students to recognize a faculty or staff member from UCC that has made a significant impact on their education, going above and beyond their duties to provide encouragement to student and support their dreams. The 2012 recipient of the Spirit of TRiO award is Dee Winn.
- As part of the approved Department of Education Student Support Service grant for institutional commitment TOP students that made the President’s list were invited to attend a special luncheon with TOP staff, Dr. Joe Olson and Dr. Lynn Moore. The President’s list luncheon was held on Thursday, May 31st, 30 students earned their invite to the luncheon.

Education Talent Search/Upward Bound- Missy Olson, Director

Upward Bound

On May 8, the program received notification from Senator Wyden's office that our Upward Bound grant application for 2012-2017 was awarded. This highly competitive application had a cut off score of 108, and our program scored 114. Along with continuing our services at Douglas and Roseburg high schools, the new grant will also serve students at South Umpqua. We will be serving 63 students, receiving \$262,500 per year. The program covers academic and college prep skills through a summer academy, team meetings, Saturday Seminars, tutoring and/or study groups, cultural events and campus visits.

This year's summer program has been developed. Classes will include botany, wildlife science, Spanish, French, writing, short stories related to air and space (tied to an end-of-year trip to the McMinnville Air and Space Museum), math through pre-calculus, SAT courses, financial literacy, and service learning.

The program has 9 seniors and all plan on attending college next year. They will be attending the following schools:

- | | |
|---------------------------------|--------------------------------|
| • Portland State University (3) | • Oregon State University (1) |
| • University of Oregon (2) | • Umpqua Community College (3) |

Educational Talent Search (ETS)

ETS students attended a trip to SOCC for a tour of the college and the Oregon Coast Culinary Institute. The students are currently concluding their services for the year by determining their schedules and filling out evaluation forms. Seniors are accepting their various financial aid packages and attending their school's award nights to receive their scholarships.

Ford Childhood Enrichment Center – Ronda Stearns, Director

End of the year at the Ford Childhood Enrichment Center can be tough. This is the time of year we plan for next year and realize that several of our student parents will be graduating, or moving on to another institution of higher learning. In addition, we have several children who will be transitioning to Head Start or kindergarten classroom. To all of our families who are moving on we wish the best of luck.



Sadder still is the resignation of a beloved staff member. Kara Wick will be moving to Coos Bay the first part of July. Since she is not willing to commute on a daily basis, at \$4.23 a gallon for gas, she will be leaving us. Kara joined the center in 2002 as a practicum student and was hired in April of 2004 as a part-time assistant teacher. She is currently the lead teacher in the two to three year old classroom and does a remarkable job. Kara's smile and love for the job will be greatly missed.

Recruiting Department – Richard Robles, Recruiter

The Recruiting office has hosted and organized events on campus during the month of May that brought over 200 students to campus. These students were comprised of 7th and 8th grade students from Coffenberry Middle School and high school students from Coquille, South Umpqua, and Days Creek Charter School. Highlighted programs during the visits included Culinary Arts, Automotive technologies, Allied Health, Computer Information Systems, Apprenticeship Programs, and Disability Services. The Recruiter also set up visits to Yoncalla and North Douglas high schools on May 21st, for the Dental Assisting, Automotive, and Culinary Arts programs to speak with all 11th grade students at each respective school, about educational opportunities at UCC. The speakers made great connections with students and answered a lot of questions about their respective programs.

The Recruiter also played a small part in helping organize the STEM event on May 3rd. This event brought over 120 middle school and high school students to campus to be exposed to opportunities in Science, Technology, Engineering and Mathematics within UCC's programs of study and beyond. The high school participants were given a complete tour of the campus and were given a chance to ask questions about the other programs of study at UCC not within STEM disciplines.

ADMINISTRATIVE SERVICES

Finance Office – Natalya Brown, Director

Finance office continues to prepare for financial year- end reporting and annual audit. We have been tying our ends with account reconciliations, booking monthly charges, reviewing accounts. Here are some highlights on the projects we have been working on:

- providing information for the economic impact study
- revising travel procedure and travel handbook
- preparing for the year-end purchasing processes
- continue researching possible electronic consent solutions for 1098-T and payroll
- preparing for the transitioning of finance services to the Foundation

Registration began for continuing and new students. We are working on setting up third party contracts and billings, tuition waivers, processing student payments for summer and fall terms. It is the time that the college starts to receive new scholarship awards for the upcoming year. We recently received a \$24,000 check from Cow Creek Bank of Umpqua Tribe of Indians for students from Camas Valley High School, Days Creek High School, Douglas High School, Glendale High School, Glide High School, North Douglas High School, Phoenix School of Roseburg, Oakland High School, Reedsport Charter School, Riddle Charter School, Riddle High School, Roseburg High School, South Umpqua High School, Sutherlin High School and Yoncalla High School.

Budget Office – Rebecca Redell, Director

Work has started on cleaning up accounts in preparation for year end. Grants have been billed and we are looking forward to the final billing and reconciliations that will occur this month.

I had the opportunity to attend the UCC leadership graduation. It was quite apparent that the participants felt this program has great value and it seemed like everyone considered it a great learning experience.

The health insurance task force has continued to meet. The issues surrounding the question of composite vs. tiered rates are many and we had several emotional discussions. Joanne has given our findings to Joe and we hope that some changes can be made that will be beneficial to employees.

I have continued meeting with the instructional leadership team regarding the current budget. We have made significant progress in understanding budget to actual differences. We will continue to meet once a month to have status updates and to look into ways we can improve the maintenance aspect of the budget. I have also had the opportunity to meet with Roxanne, our new VPI, a couple of times and I am very excited about working with her in the future. She brings a fresh perspective and ideas that I am hoping we can put into action! Welcome aboard Roxanne, glad you are here!

Safety, Security & Custodial – Steve Buchko, Director

Custodial is gearing up for summer cleaning. This includes waxing floors, cleaning carpets, deep cleaning, etc.

Security

- Five UCC security officers completed the Advanced Campus Security training at Linn Benton Community College.
- New AED's have been installed at Woolley and Workforce Training Centers.
- Security is being organized for June graduation related activities.

That is about it; kind of quiet before the storm.

Institutional Research & Planning – Dan Yoder, Director

I know I write this every month and May has been a very, very busy month.

Summary of Activity:

- Began Presidents evaluation information gathering
- Began the Organizational Climate Survey data collection
- The Strategic Planning Task Force has drafted new Vision and Mission statements for the campus and Board to review
- Economic Impact data has been sent to EMSI in support of the CCWD's community college economic impact study initiative
- Achievement Compact projections have been drafted for 2011-12 and 2012-13
- Extensive Bond support in answering questions from the public regarding enrollment, economic impact and other factual data
- Assisted with the Early Alert Grades extract and report
- Supported Mark Williams in reconciling the CCWD Web Forms course and program master update and clean-up
- Continued support for program review activities
- Generated marketing materials for Community Ed's summer programs

Vice President for Administrative Services and Student Development – Lynn Moore

I am happy to report that we have put the final touches to the UCC Achievement Compact to be presented to the Board of Trustees at the June 2012 Board meeting. The Instructional Leadership Team (ILT) along with the Student Development (SD) Team continues making good progress at their weekly Friday meetings on the development of the SUCCESS Program. While this project will take the majority of the summer to design and begin *phase in implementation*, progress towards increasing student success with enhanced programs and procedures is exciting.

Board Report – June 13, 2012
Joanne Hayes, Director of Human Resources

Recruitment began or continues for the following positions:

- Financial Aid Coordinator
- Upward Bound Assessment & Program Development Specialist (new position)
- Groundskeeper
- Chief Information Officer
- Web Programmer/Web Master
- Nursing Instructor
- Business Instructor
- Bookstore Specialist
- WCJC AHSD Instructor

Part-time:

- Enrollment Services Clerk
- SBDC Business Counselor/Advisor
- Machine Shop Instructor
- Writing Instructor

Positions filled/closed:

- Director of Human Resources
- Director of Financial Aid
- Library Assistant

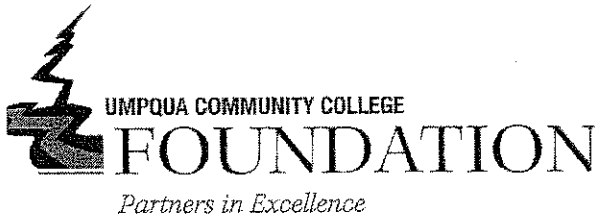
Personnel:

Janet Baxter has been hired as Director of Human Resources, and started work on June 1, 2012. Jan, and her family, relocated from Meridian, Idaho to the Roseburg area. Jan's background includes many years experience in human resource management, most recently as Employee Services Director at the College of Western Idaho in Nampa, Idaho. Jan and I will be working together during the month of June.

My retirement is rapidly approaching (11 working days, but who's counting?). It's hard to believe that I have been at UCC for 10 years. Over those years, all of us have seen many changes, much growth, a few wrinkles, and a grey hair or two. While I am looking forward with joy to retirement, I am sad to be leaving the good people that I work with every day. Best wishes.

The HR staff continues to be involved in ongoing projects:

- Implemented PeopleAdmin recruitment software.
- Recruitment for a number of full and part-time positions.
- Working with ACEUCC to implement the LGPI recommendations for the classified salary study.
- Work with Health Insurance Task Force to recommend health insurance benefit options to the President.
- Coordinate and host the End of Year Party.



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**Foundation Director's Report
June 13, 2012**

Bond Levy

The defeat of the UCC Bond Levy request on May 15th was deeply disappointing and shocking. Four polls designed for a 3% margin of error failed to detect the level of rejection we received. A final report on the bond levy effort will be submitted after the final results are certified to the Secretary of State's Office by the Douglas County Clerk's Office on June 4th. The report will include a comparative precinct analysis that displays findings from the community surveys and the final results.

Please take a moment to convey your personal appreciation to the leadership of the campaign who worked so tirelessly on our behalf; Neil Hummel, Lee Paterson, Elin Miller, Dr. Bob Dannenhoffer, Clint Newell, Greg Henderson, Connie Williamson and Ellen Brown.

Foundation Board Meeting

The Foundation's General Board Meeting was held on May 8th in the Lang Center. The Foundation has retained the services of Wicks, Emmett CPAs from Roseburg to handle its finances effective July 1st. The Foundation's Bylaws were revised to remove the position of Vice-President of Administrative Services as an ex-officio member of the Board. The Foundation Board has approved the development of an LLC in the name of the Cellars at the Southern Oregon Wine Institute to protect the assets of the Foundation. Liability limits have been increased to protect the Directors of the Foundation and a new nine-member operating board is being created to operate the LLC. Steve Feldkamp has accepted the position of Chair of the new Budget Committee.

Foundation's Annual Golf Tournament

The Foundation's Annual Golf Tournament is scheduled for Friday, July 20th at the Myrtle Creek Golf Course. The Golf Tournament Committee consists of about 20 volunteers from the staff who contribute a lot of time and effort to putting on this popular annual event. Please help us promote the tournament and consider contributing your time or raffle prizes.

Foundation Scholarship Data 2012-2013

The Foundation's Scholarship Committee under the leadership of Elaine Cheney has made the awards for the upcoming academic year. We are especially pleased with the efficiency of our new online application system and scholarship process which enables us to make awards prior to the end of the year so students know they have additional resources to help them attend college next year. Prior to the re-engineering of the scholarship process the awards were not announced until mid-summer.

2012/13 Foundation Scholarship Data	
Number of Applicants	497
Number of Ineligible Applicants	179
Number of Eligible Applicants	318
Number of Students awarded	197
Number of Eligible Students not receiving scholarships	121
Total amount of Foundation Scholarships awarded	\$255,580
Total number of Foundation Scholarships awarded	233

Grants awarded in May:

1. U.S. Department of Education TRIO Upward Bound Program, \$1,312,500 (over 5 years). Missy Olson is the program director, and was the lead on developing the grant application. This was a highly competitive year with 233 currently funded Upward Bound programs not included in this funding round.
2. Oregon Department of Education Accelerated College Credit Program, \$4,000. Ali Mageehon is the lead on this project to support a partnership with Phoenix School and Elkton Charter School to pilot an effort for high school students to achieve a Microsoft Office Technologist Career Pathways Certificate.
3. Betty Gray Foundation Fund of the Oregon Community Foundation, \$6,900. Gwen Soderberg-Chase is the lead on this award to provide scholarships to students in the Early Childhood Education Program for FY 2012-2013.
4. Douglas Community Fund of the Oregon Community Foundation, \$10,000. Arthur Brown is the lead on this grant award for allied health program equipment.

Grants submitted in May:

1. National Science Foundation (NSF) Transforming Undergraduate Education in Science (TUES) program, \$199,827. Brandon Green and Sean Breslin serve as the PI and Co-PI on the project to incorporate modern instrumentation into chemistry labs and transform the curriculum to reflect changes to instrumentation.
2. Rose E. Tucker Charitable Trust, \$12,000. Robin Van Winkle is the lead on this partnership project to bring professional development opportunities to child care providers in Douglas County.

UCCFA Board Report

June 13, 2012

H. Ní Aódagáin UCCFA President

This is an exciting time for all of us, as faculty, as many of our students reach the goal of graduation, and move onto the next step of their lives. For some of us, we have worked with these students for several years, have participated in their education in an ongoing way, and now must say goodbye. It is why we do what we do, to reach this moment, but it is bittersweet, to see them off.

Since our last Board meeting, faculty has been busy with the following:

The UCC Business & Entrepreneurship Club held a Swing into Success concert on May 19 at the Swanson Amphitheater. The concert was a unique blend of promoting entrepreneurship and providing entertainment. The purpose of the concert was to encourage entrepreneurship at the college and in the community. In addition, organizing and running a large event provided the students with valuable experience and helped them make business connections throughout Douglas County. Toni Clough and Bill Armstrong are the faculty advisors for the Business & Entrepreneurship Club.

The Anthropology program, with the support of ASUCC and the newly formed Women and Gender Studies program brought two guest speakers from the Siletz tribe, Agnes Baker Pilgrim, Ambassador, and Esther Stutzman, history and story teller to campus. Students and faculty participated in two wonderful evenings of sharing with these local elders. Emery Smith and Renee Barlow are the faculty members who organized this event.

The Women and Gender Studies program hosted an evening of poetry, in which faculty members, Nita Countryman, Helen Laurence, Nancy Nowak, and Amy Sargent read from their own work. It was a lovely gathering, which highlighted the diverse talents of our faculty.

The end of the year is also when we say good-bye to colleagues who retire. Two faculty will leave us this Spring, Mary Hart, of Job Corps who has been with us for seven years, and Steve Mackey who has served UCC for twenty-four years. We also have to say good-bye to Joanne Hayes. On behalf of UCCFA, we want to thank Joanne for being an anchor in turbulent times, and for the highly professional manner in which she worked with us as an Association. You will be missed, Joanne.

Finally, it is my turn to say good-bye. It has been a privilege to represent the Faculty for these two years, and I can say that I leave this post knowing that the college is in good hands, and that the future is bright. It has been a wonderful experience, and I appreciate all of the hard work that is done, by all, for the good of our students.


BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Informational Item
 Action Item

Subject: UCC Swimming Pool Date: June 13, 2012

The UCC Board of Trustees will discuss options for the College pool facility.

Recommended by:

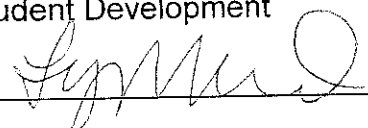
Approved for Consideration:

U.C.C. President

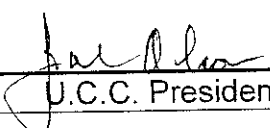
BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item
 Action Item

Subject: Achievement Compact Date: June 13, 2012

Approval requested for 2012-13 Achievement Compact.

Recommendation by: Dr. Lynn Moore,
Vice President for Administrative Services and
Student Development


Approved for Consideration:

J.C.C. President

Final

EDUCATION ACHIEVEMENT COMPACT

This Achievement Compact is entered into by the State of Oregon, acting through the Oregon Education Investment Board (OEIB), and Umpqua Community College, an education entity, for school year 2012-13.

1. Oregon intends to develop one of the best-educated citizenries in the world. We have established in law the goal that by 2025, 100% of Oregonians will have earned an education degree or certificate that represents attainment of a high-quality education. By 2025, the state will achieve the following (known as the "40/40/20" Goal) for Oregonians : 40 percent of Oregonians will have earned a bachelor's degree or higher; 40 percent will have earned an associate's degree or postsecondary credential as their highest level of educational attainment; and 20 percent will have earned at least a high school diploma, an extended or modified high school diploma, or the equivalent of a high school diploma as their highest level of educational attainment.
2. This compact reflects a shared commitment to ensure all students succeed and that equity is a shared value and goal. This compact recognizes the educational inequalities for our state's communities of color, English language learners, and students in poverty and seeks to create a shared set of goals to correct these disparities and to ensure that the future of Oregon is filled with opportunity for all. 40/40/20 must be achieved equitably, with Oregon's diversity – racial, ethnic, gender, native language, geographic, socioeconomic or disability status – equally well-represented in each level of attainment.
3. Absent a significant change in policy and investment, Oregon cannot reasonably expect to reach our goal of 40/40/20. To achieve the 40/40/20 Goal, it is essential to create a trajectory for all schools, community colleges and universities that represents the progress need to reach this goal.
4. The OEIB believes that in addition to establishing goals for high school and post-secondary completion, the State and education entities should establish goals for outcomes that represent progress for students towards completion and connections throughout the public education system, from pre-kindergarten to a post-graduate degree. Our goal is to ensure that all students are successful participants in the economy and society.
5. The goals established in this Achievement Compact express a shared commitment by the State and the education entity to the progress needed to achieve the 40/40/20 Goal.
6. The indicators measured and data collected from education entities will enable the comparison of outcomes and progress within each education entity and between like education entities (those with similar student populations by demographic and socio-economic criteria) over time, as well as progress toward the 40/40/20 Goal.

7. Having established shared goals for improving student achievement in the coming year and beyond, each party is responsible for implementing strategies that will empower all Oregonians to engage in the creation of an education system that ensures ALL students will succeed. For their part, education entities are expected to collaborate with stakeholders to adopt transformational practices, policies, and budgets that will help students achieve the educational outcomes valued by Oregonians. Through this compact, they commit to ensuring: (1) educator effectiveness, (2) fiscal efficiency, (3) cross-institutional collaboration, (4) continuous learning and improvement, and (5) allocation of resources to ensure equitable achievement for all students.

For its part, the State must (1) build a learning continuum, rather than a collection of disconnected institutional silos, (2) align funding levels with the strategies, and practices necessary to achieve the 40-40-20 Goal, (3) ensure that Oregon's educators are well-prepared and well-supported, (4) remove barriers to local innovation, (5) identify, support, and intervene if necessary with struggling education entities to improve student achievement,, (6) research, identify and disseminate best practices, and (7) engage in two-way communication with the public about these efforts.

8. It is the parties' goal to remove barriers to achieving the desired outcomes and to maximize the flexibility and local autonomy by providing mandate relief to the education entity as it works to progress toward the 40/40/20 Goal. To that end, K-12 districts that are parties to Compacts in 2012-13 will be responsible for following all of the Division 22 standards, but will not be required to file the state's Division 22 reports for that school year.

Umpqua Community College Achievement Compact Projections for 2011-12 through 2012-13

The following projections are based on a combination of historical data review, projected enrollment declines of 11% for 2011-12 and 25% for 2012-13, and forward-looking conversations with relevant program directors and department heads.

Are students completing their courses of study and earning certificates or degrees? – A small increase in the number of GED/AHSD, Certificates, and Associate degrees is projected for 2011-12. This can be attributed to dramatic enrollment increases related to economic factors. For 2011-12 a decline in the number of completions is projected as the college returns to its historic enrollment patterns.

Are students making progress at the college?

- The percentage of students earning passing grades in post-secondary remedial writing and math classes *fluctuates* in a very narrow range. Very little change is projected for 2011-12 and 2012-13
- The number of students projected to earn 15 or more credits and 30 or more credits in the academic year is projected based on an expected 11% enrollment decline for 2011-12 and a projected 25% enrollment decline for 2012-13.
- National license exam pass rates are focused on the RN License exam for Umpqua. Historically this rate ranges from 94% to 100%. A pass rate of 95% is projected for 2011-12 and a 94% pass rate is projected for 2012-13.

Are students making connections to and from the college?

- Historically Dual Credit enrollment increases about 5% per year. Projections are based on this historic trend in addition to the planned offering of additional Dual Credit class opportunities in 2012-13.
- Dual enrolled in OUS schools – Historically this number has been zero.
- Transfers to OUS schools – The College does not have complete information regarding this transfer rate. Non-returning credit students are matched with the National Student Clearinghouse spring term of the following academic year with a match rate of about 70%. Since the NSC no longer uses SSN to match the actual match rate to transfer colleges is lower. The CCWD does have the ability to match from OCCURS directly with the OUS schools and

generates a more reliable match. Projections are based on the CCWD data provided and using an expected enrollment decline of 11% for 2011-12 and 25% for 2012-13.

Underrepresented Students:

- Data for underrepresented students are often very small numbers. Where the number of students is 7 or less an '*' is entered. The very small numbers can result in very large percentage swings. Projections are based on a projected enrollment decline of 11% for 2011-12 and 25% for 2012-13.
- Dual Credit is estimated to increase by 5% each year based on increased interest and expanded class offerings at the High Schools.

Local Priorities:

- % of Dual Credit enrollments earning a "B" or better grade – This measure looks at the students final class grade at the end of the term.
- # of high school students taking college level classes (not including Dual Credit)
- % of high school students earning a B or better in college level classes (not including Dual Credit)

Umpqua Community College Achievement Compact for 2012-13

4-3-12 changes reflecting OEIB version approved 3-27-12, Page 1 of 6

Outcome Measures	2010-11 Actual	2011-12 Projected	2012-13 Target
Are students completing their courses of study and earning certificates and degrees?			
Number of students completing:	All	Underrepresented	All
Adult HS diplomas/GEDs	354	N/A	239
Certificates/Oregon Transfer Modules	200	138	180
Associate degrees	362	224	385
Transfers to four-year institutions	576	203	319
Programs of study (under development)			
Are students making progress at the college?			
Number (&/or % where indicated) of students:	All	Underrepresented	All
Enrolled Dev. Ed. Writing who complete (%)	65	64	66
Enrolled in Dev. Ed. Math who complete (%)	66	66	67
Who earn 15/30 college credits in the year (#)	2690/1435	1921/1089	2412/1284
Who pass a national licensure exam (#/%)	62 (94%)	N/A	61/(95%)
Are students making connections to and from the college?			
Number of students who:	All	Underrepresented	All
Are dual enrolled in Oregon high schools	545	46	642
Are dual enrolled in OUS	0	0	0
Who transfer to OUS	422	155	376
Employment (under development)			
Local Priorities (Optional for each district)			
Number and/or percentage of students who:	All	Underrepresented	All
% of Dual Credit enrolled earning a B or better	83%	82%	84%
# of high school students taking college level classes (not including Dual Credit)	275	51	289
% of high school students earning a B or better in college level classes (not including Dual Credit)	47%	98%	48%
What is the level of public investment in the district?			
	2010-11 Actual	2011-12 Projected	2012-13 Target
State funds	10,250,743	10,625,924	10,149,475
Local Property tax revenue	3,101,064	3,172,684	3,245,958
Total state and local operating funds	13,351,807	13,798,608	13,395,433

Community College Achievement Compact for 2012-13
For Underrepresented Students 2010-11

4-3-12 changes reflecting OEIB version approved 3-27-12, Page 2 of 6

Outcome Measures Actual for 2010-11	African- American	Hispanic/ Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
Are students completing their courses of study and earning certificates and degrees?						
Number of students completing:						
Adult HS diplomas/GEDs	N/A	N/A	N/A	N/A	N/A	N/A
Certificates/Oregon Transfer Modules	*	*	10	0	0	135
Associate degrees	*	14	9	*	0	211
Transfers to four-year institutions	*	20	12	*	0	184
Programs of study (under development)						
Are students making progress at the college?						
Number (&/or % where indicated) of students:						
Enrolled Dev. Ed. Writing who complete (%)	50	56	67	40	100	64
Enrolled in Dev. Ed. Math who complete (%)	47	41	55	50	0	66
Who earn 15/30 college credits in the year (#)	27/11	83/46	60/31	**	0/0	1874/1066
Who pass a national licensure exam (#/%)	N/A	N/A	N/A	N/A	N/A	N/A
Are students making connections to and from the college?						
Number of students who:						
Are dual enrolled in Oregon high schools	*	20	16	*	0	*
Are dual enrolled in OUS	0	0	0	0	0	0
Who transfer to OUS	*	17	8	*	0	141
Employment (under development)						
Local Priorities (Optional for each district)						
Number and/or percentage of students who:						
% of Dual Credit enrolled earning a B or better	0	108	27	9	93	237
# of high school students taking college level classes (not including Dual Credit)	0	19	10	*	13	51
% of high school students earning a B or better in college level classes (not including Dual Credit)	N/A	N/A	N/A	N/A	N/A	98%

*Data suppressed

Community College Achievement Compact for 2012-13
For Underrepresented Students 2011-12

4-3-12 changes reflecting OEIB version approved 3-27-12, Page 3 of 6

Outcome Measures Projected for 2011-12	African-American	Hispanic/Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
Are students completing their courses of study and earning certificates and degrees?						
<i>Number of students completing:</i>						
Adult HS diplomas/GEDs	N/A	N/A	N/A	N/A	N/A	N/A
Certificates/Oregon Transfer Modules	*	*	8	0	0	136
Associate degrees	*	21	10	0	14	250
Transfers to four-year institutions	*	20	12	*	*	163
Programs of study (under development)						
Are students making progress at the college?						
<i>Number (&/or % where indicated) of students:</i>						
Enrolled Dev. Ed. Writing who complete (%)	47	61	58	17	62	61
Enrolled in Dev. Ed. Math who complete (%)	56	63	64	62	73	67
Who earn 15/30 college credits in the year (#)	19/9	114/53	52/25	10/*	102/47	1756/992
Who pass a national licensure exam (#/%)	N/A	N/A	N/A	N/A	N/A	N/A
Are students making connections to and from the college?						
<i>Number of students who:</i>						
Are dual enrolled in Oregon high schools	*	37	8	*	38	91
Are dual enrolled in OUS	0	0	0	0	0	0
Who transfer to OUS	*	15		*	*	125
Employment (under development)						
Local Priorities (Optional for each district)						
<i>Number and/or percentage of students who:</i>						
% of Dual Credit enrolled earning a B or better	0	113	28	9	97	249
# of high school students taking college level classes (not including Dual Credit)	0	20	11	*	14	54
% of high school students earning a B or better in college level classes (not including Dual Credit)	N/A	N/A	N/A	N/A	N/A	98%

*Data suppressed

Community College Achievement Compact for 2012-13
 For Underrepresented Students 2012-13

4-3-12 changes reflecting OEIB version approved 3-27-12, Page 4 of 6

Outcome Measures Targets for 2012-13	African- American	Hispanic/ Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
Are students completing their courses of study and earning certificates and degrees?						
<i>Number of students completing:</i>						
Adult HS diplomas/GEDs	N/A	N/A	N/A	N/A	N/A	N/A
Certificates/Oregon Transfer Modules	*	*	6	0	*	102
Associate degrees	*	15	8	0	11	187
Transfers to four-year institutions	*	16	9	*	*	122
Programs of study (under development)						
Are students making progress at the college?						
<i>Number (&/or % where indicated) of students:</i>						
Enrolled Dev. Ed. Writing who complete (%)	50	62	60	20	65	65
Enrolled in Dev. Ed. Math who complete (%)	60	65	65	65	75	70
Who earn 15/30 college credits in the year (#)	16/8	96/44	44/21	8/*	86/40	1480/836
Who pass a national licensure exam (#/%)	N/A	N/A	N/A	N/A	N/A	N/A
Are students making connections to and from the college?						
<i>Number of students who:</i>						
Are dual enrolled in Oregon high schools	*	29	8	*	40	96
Are dual enrolled in OUS	0	0	0	0	0	0
Who transfer to OUS	*	11	*	*	*	94
Employment (under development)						
Local Priorities (Optional for each district)						
<i>Number and/or percentage of students who:</i>						
% of Dual Credit enrolled earning a B or better	0	119	29	9	102	261
# of high school students taking college level classes (not including Dual Credit)	0	21	11	*	14	56
% of high school students earning a B or better in college level classes (not including Dual Credit)	N/A	N/A	N/A	N/A	N/A	98%

*Data suppressed

Community College Compacts: Definitions

4-3-12 changes reflecting OEIB version approved 3-27-12, Page 5 of 6

Outcome Measures	Definitions
Completion	
Adult HS diplomas/GEDs	The total number of adult high school diplomas as reported to <i>OCCURS</i> for each community college added to the total number of GEDs awarded at each of the GED testing centers associated with the specific community college as reported to TOPSPRO.
Certificates/Oregon Transfer Modules	The total number of certificates and modules reported to the <i>Completions</i> data collection in <i>OCCURS</i> for each community college including: <ol style="list-style-type: none"> 1. Oregon Transfer Module 2. CTE certificates requiring less than a year of course work to more than 2 years of course work 3. Certificates associated with apprenticeships 4. Career Pathway Certificates of Completion
Associate degrees	The total number of associate degrees reported to the <i>Completions</i> data collection in <i>OCCURS</i> for each community college including: <ol style="list-style-type: none"> 1. Associate of Arts Oregon Transfer 2. Associate of General Studies 3. Associate of Science 4. Career and Technical Education Associate of Science 5. Career and Technical Education Associate of Applied Science 6. Associate of Applied Science: Apprentice
Transfers to four-year institutions	The total number of students who took courses for credit during the 2009-10 academic year at the associated community college and then took at least 1 course for credit as an undergraduate at any 4-year institution in the 2010-11 academic year as determined by the National Student Clearing House Database and OUS data match.
Programs of study	(Under development; to include personal and professional development courses.)
Progress	
Percentage of students enrolled Dev. Ed. Writing who complete and number enrolled in Dev. Ed. Math who complete	The total number of developmental writing or math courses each student passed (a grade of C or better) divided by the total number of developmental writing or math courses each student took during the 2010-11 academic year as reported directly to <i>OCCURS</i> .
Number of students who earn 15/30 college credits in the year	The total number of students who reached the 15 or 30 college-level credit threshold during the academic year was determined by counting all credits earned by a student during the 2010-11 academic year.
Who pass a national licensure exam	The total number of students passing a licensure exam divided by the total number taking a national licensure exam for each community college, as reported in <i>KPM #11: Licensure Certification Rates</i> for the Department of Community Colleges and Workforce Development.
Connections	

Are dual enrolled in Oregon high schools	The total number of students enrolled in dual credit programs, two-plus-two programs, advanced placement programs and International Baccalaureate programs during the 2010-11 academic year.
Are dual enrolled in OUS	The total number of students was determined as a count of students reported by the associated community college in OCCURS as being "Dual Enrolled".
Who transfer to OUS	The total number of students who took courses during the 2009-10 academic year at the associated community college and then took at least 1 course for credit as an undergraduate at an OUS institution in the 2010-11 academic year. Calculations were completed on match data with the Oregon University System's database.
Employment (under development)	(Not required in 2012-13)
Local Priorities	To be determined by each district. For each such local priority, provide a description that includes a research-based rationale for its use and what is to be accomplished with the use of such outcome measure.
Underrepresented student population	<p>The aggregate number of students in the following groups identified as disadvantaged students on page 1 of the compact and disaggregated for each of these groups* for each of the three years on pages 2-4 of the compact:</p> <ol style="list-style-type: none"> 1. African American students; 2. Hispanic/Latino students; 3. Native American or Alaska native students; 4. Pacific Islander students; 5. Multi-racial or multi-ethnic students; and, 6. Economically disadvantaged students based on receipt of Pell Grant. <p>Racial and ethnicity sub-populations are determined by the race or ethnicity submitted to the student file in OCCURS for each community college. Pell recipient status is determined by submissions by each community college to OCCURS. A student is considered a Pell Grant recipient for the entire year if he/she received a Pell Grant for at least one academic term during the 2010-11 school year.</p> <p>*In accordance with federal regulations, cell sizes fewer than six are suppressed</p>

4/3/2012

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

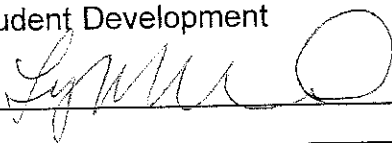
Information Item
 Action Item

Subject: Adopting the Budget Resolution #15

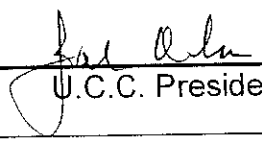
Date: June 13, 2012

The Board is requested to adopt the budget for the 2012-13 year as presented.

Recommendation by: Dr. Lynn Moore,
Vice President for Administrative Services and
Student Development



Approved for Consideration:



U.C.C. President

**UMPQUA COMMUNITY COLLEGE
RESOLUTION NO. 15**

ADOPTING THE BUDGET

BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby adopts the budget for the fiscal year 2012-2013 in the total of \$132,680,602 now on file in the Administration Building of Umpqua Community College, 1140 Umpqua College Road, Roseburg, Oregon.

MAKING APPROPRIATIONS

BE IT RESOLVED, that the amounts for the fiscal year beginning July 1, 2012, and for the purposes shown below are hereby appropriated:

SUMMARY OF THE PROPOSED BUDGET 2012-13

GENERAL FUND		CAPITAL PROJECTS FUND	
Instruction	8,873,578	Facilities Acquisition/ Construction	41,166,088
Instruction Support	1,926,259	Transfers	100
Student Services	1,840,767	Total	41,166,188
College Support Services	7,521,221		
Financial Aid	501,124	DEBT SERVICE FUND	
Transfers	2,372,532	Debt Service	3,274,300
Contingencies	2,212,839	Contingencies	-
Unappropriated End. Fund Balance	1,000,000	Unappropriated End. Fund Balance	2,162,909
Total	26,248,320	Total	5,437,209
Special Revenue Fund		INSURANCE FUND	
GRANTS & CONTRACTS		College Support Services	482,900
Instruction	2,612,613	Contingencies	60,000
Instruction Support	569,623	Total	542,900
Community Services	60,000		
Student Services	1,503,204	ENTERPRISE FUND	
Total	4,745,440	Student Services	4,580,670
		Transfers	475,000
Special Revenue Fund		Contingencies	200,000
ADMINISTRATIVELY RESTRICTED		Unappropriated End. Fund Balance	-
Instruction	1,968,846	Total	5,255,670
Instruction Support	751,500		
Community Services	184,115	INTERNAL SERVICE FUND	
Student Services	1,627,471	College Support Services	208,000
College Support Services	320,700	Transfers	25,000
Transfers	19,000	Contingencies	-
Contingencies	269,224	Unappropriated End. Fund Balance	-
Total	5,140,856	Total	233,000
FINANCIAL AID FUND		AGENCY FUND	
Student Loans and Financial Aid	43,784,751	Student Services	126,268
Total	43,784,751	Unappropriated End. Fund Balance	-
		Total	126,268
TOTAL ALL FUNDS		129,517,693	
Unappropriated End. Fund Balance		3,162,909	
TOTAL PROPOSED BUDGET		<u>\$ 132,680,602</u>	

Imposing the Tax

BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby imposes the taxes provided for in the adopted budget at the rate of \$0.4551 / \$1,000 of assessed value for operations and that these taxes are hereby imposed and categorized for the tax year 2012-2013 upon the assessed value of all taxable property within the district as follows:

Categorizing the Tax

Education Limitation		Excluded from Limitation	
General Fund:	\$0.4551 / \$1,000		-0-

THE ABOVE RESOLUTION STATEMENTS WERE APPROVED AND DECLARED ADOPTED BY THE BOARD OF DIRECTORS OF UMPQUA COMMUNITY COLLEGE, DOUGLAS COUNTY, OREGON THIS 13TH DAY OF JUNE 2012.

UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

By: _____
Clerk of the Board

By: _____
UCC Board Chair

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

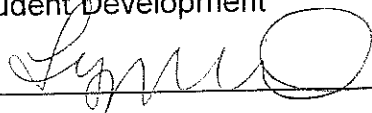
Information Item
 Action Item

Subject: Resolution #16, Establishing Clerk,
Deputy Clerk, and Budget Officer

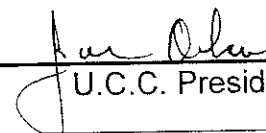
Date: June 13, 2012

Board approval is requested to designate Dr. Joe Olson as the Clerk of the Board and Dr. Lynn Moore as the Deputy Clerk and Budget Officer for the 2012-13 fiscal year.

Recommendation by: Dr. Lynn Moore,
Vice President for Administrative Services and
Student Development



Approved for Consideration:



U.C.C. President

UMPQUA COMMUNITY COLLEGE
RESOLUTION NO. 16
ESTABLISHING CLERK, DEPUTY CLERK AND BUDGET OFFICER

WHEREAS, it is in the interest of the Umpqua Community College District that a Clerk, Deputy Clerk and Budget Officer be established, and;

WHEREAS, state law provides that the administrative head of the District shall be Clerk, therefore,

BE IT RESOLVED, that Dr. Joseph B. Olson be and is hereby designated as Clerk of the Board for the budget year 2012-2013, and;

BE IT FURTHER RESOLVED, that Dr. Lynn Moore be and is hereby designated as a Deputy Clerk and Budget Officer for Umpqua Community College for the fiscal year 2012-2013.

ADOPTED BY THE BOARD OF DIRECTORS OF UMPQUA COMMUNITY COLLEGE, DOUGLAS COUNTY, OREGON THIS 13th DAY OF JUNE, 2012.

UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

By: _____
Clerk of the Board

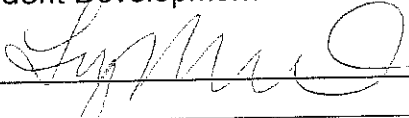
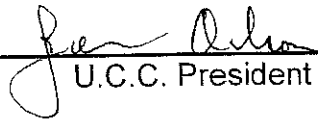
By: _____
UCC Board Chair

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item
 Action Item

Subject: Authorization for Interfund Borrowing for Fiscal year 2012-13	Date: June 13, 2012
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Board approval is requested to permit short term use of funds belonging to one fund by another fund for the 2012-13 fiscal year. By the end of the fiscal year all accounts are to be in a positive cash position.

Recommendation by: Dr. Lynn Moore, Vice President for Administrative Services and Student Development 	Approved for Consideration:  U.C.C. President
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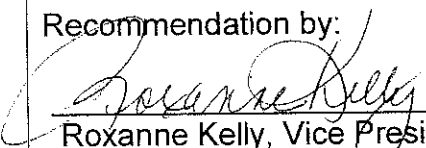
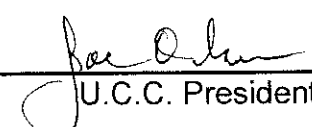
BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

 Information Item
 X Action Item

Subject: Sabbatical Leave Application	Date: May 21, 2012
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Jan Woodcock, a faculty member in the Social Science Department, has requested a sabbatical leave for fall term 2013 and Winter term 2014.

The application has been reviewed by the Faculty Professional Development committee, which has recommended that the request be forwarded to the Board with their endorsement.

Recommendation by:  _____ Roxanne Kelly, Vice President for Instruction	Approved for Consideration:  _____ U.C.C. President
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Umpqua Community College Faculty Sabbatical Leave Application

Name of Applicant Jan Woodcock

I hereby apply for a sabbatical leave as provided in Board Policy 318.09 and Article XXII, Section C of the *UCCFA Contract, Sabbatical Leave*.

" Sabbatical leave has been developed to broaden the educational background of the faculty member and above all, increase his/her usefulness to the College. "

I request a sabbatical for the following terms and year(s) Fall Term 2013, Winter Term 2014

I have served, continuously, the equivalent of six or more full time academic years at UCC without being granted a sabbatical leave. Yes X No Date of full time hire September, 1994 18 years

I have taken previous sabbaticals as follows: (list term and year):

This would be my first sabbatical.

Signature of Applicant Jan Woodcock Date 3/7/12

Signature of Chair/Supervisor [Signature] Date 3/9/12

Signature of Dean/Director [Signature] Date 4/23/12
[Signature] Date 3/12/12

Signature of Vice President [Signature] Date 5/30/12

Approval by Board _____ Date _____

Sabbatical Leave Plan

1. **What do you plan to accomplish with your sabbatical?** (criteria to be considered in the selection of a sabbatical leave candidate: admission to a recognized college, university, technical school or on-the-job training; personal study, research writing; travel to better the applicant in his/her own instruction field; other considerations that are determined to be relevant to the candidates' assignment or to meet the instructional and College strategic priorities)

Statement of Intent: UCC's Sabbatical Leave Criteria states "Sabbatical leave has been developed to broaden the educational background of the Faculty member and above all, increase his/her usefulness to the College."

In taking sabbatical time, I have two goals. One is to visit human service programs within the state, nation and abroad to broadening my knowledge of the programs, their effectiveness in serving their target populations and their tools or methods for measuring outcomes. I intend to compile this information for use in the classroom, to promote students' awareness of programs beyond the local, and to encourage students' ability to assess and evaluate effective human services programs.

The second goal is to experience a variety of religious traditions as I travel in order to update my resources and enhance my ability to teach World Religions 201, 202, and 203. I will combine the exploration of religious traditions including visits to temples, mosques, synagogues, shrines, and other holy sites in all of the places I travel while I am researching human service sites.

2. **How do you anticipate that your sabbatical plan will make you a better instructor/employee? How will your sabbatical plan improve your teaching and student learning? How does your sabbatical plan help you meet your professional development plan goals?**

Benefit to the students: Broaden their scope of understanding of the field of human services. Increase their cross-cultural awareness of human service programs, their effectiveness, and methods of assessment. They will gain greater exposure to concrete and specific examples of best practices, evidence-based practices, and assessment tools measuring efficacy of these programs in Human Service agencies.

Benefit to UCC : While my main focus is on application to human resources programs, I am anticipating that it will be a benefit to us here at UCC as a way to look at the general concept of measuring outcomes for education. I'm looking forward to being able to increase my ability to contribute in meaningful ways to supporting the great strides that have already been made toward that effort here at UCC as we continue to refine and augment our system of outcome measurement tools.

Highlight the human services program and the high standards of our students here at UCC.

Benefit to the Community: We have a closely connected network of human service agencies in Douglas County. Once students of UCC are better educated in program needs assessment and outcome measures, this could shine a brighter light on programs here in town and even statewide. Many students work in the agencies locally and could become even more valuable to these programs. Many of the human service agencies in Douglas County have stellar programs and effective measurement tools. This will help shine a light on the good work that is already being done by those agencies.

Benefit to Me: Increase my own knowledge through in-the-field and experiential learning rather than merely theoretical. Make me a more interesting teacher as I share these experiences of other programs and their effectiveness with students and colleagues at Community Colleges statewide.

Relates to Faculty Professional Growth Plan:

Goal #1 includes "continue curriculum development for my classes."

Goal #3 includes "strengthening connections with larger community college system in order to gain perspective of my UCC assignment..."

It also meets the goal of keeping current with new developments in my field.

3. What activities will help you meet the anticipated accomplishments of your sabbatical plan?

Identify cutting edge/state of the art human service programs at international, national, and state levels.
 Meet with contacts in programs to discuss their program goals and assessment tools.
 Compare key components of human service programs in both local and international settings.
 Use the resources and contact people I have established over the years to provide entree into these valued programs.
 Use new technology to keep my students updated on research findings.

4. What is your anticipated timetable for accomplishing the activities of your plan?

Proposed Schedule: Twenty weeks in two terms (Not in Final Order) Schedule will vary depending on availability of contacts and resources. Some visit may happen over the summer, or December vacation time.

Term One

Weeks One and Two: Rural Georgia, — Visit and research the places in the South where key human service leadership in the US started.

Week Three: Rural Kentucky or rural Minnesota programs will substitute depending on availability of contacts and resources

Week Four: Consolidate information into presentation form

Week Five: Portland Central City Concern — Cutting Edge Comprehensive urban human services program receiving national attention.

Week Six and Seven: Volunteer. BPA, Neighbor Works Umpqua, and ADAPT Programs here in Roseburg

Week Seven: Compare and Compile Measurement Tools for Effective Human Services Programs

Week Eight: Boston Massachusetts — Visit inner city human service organizations and The Harvard Pluralism Project studying the growing religious diversity of the United States.

Weeks Nine and Ten: Consolidate information into presentation format

Term Two

Week One and Two: Africa: South Africa, Nigeria, and/or Cameroon - Visit programs serving diverse populations. B) Research Indigenous religious practices

Week Three: Amsterdam, Holland - Identify problems resulting from recent cultural clashes

Week Four and Five: Consolidate information into presentation form.

Week Six: Albuquerque, New Mexico; Measurement tools in multi-cultural programs and agencies

Week Seven and Eight: Portland Community College Program, Clackamas Community College Program, Mt. Hood Community College Program, Tillamook Bay Community College: Measure What You

Treasure: Compilation of Best Practices in Student retention from the seventeen Oregon Community College and seven four year State Universities.

Weeks Nine and Ten: Consolidate information into a variety of final presentation forms

5. What documentation will you provide for your activities and the completion of your sabbatical plan when you write your sabbatical report?

Ways I Will Share this Knowledge and Experience:

Incorporate changes to the human services curriculum regarding global and international concerns
Report international research other human service professionals in the field during visits to human service agencies

Offer three Presentations to professional organizations in and outside Roseburg.

Ten classroom presentations in the Human Service Program on varying aspects of my research

Presentation of findings to state-wide human service educators

Written report to Board of Directors and the Vice President for Instruction

Share findings with the College community via requested presentations

Coordinate new curriculum changes with the adjunct human service instructors here at UCC

Meeting to compare findings with outcomes assessment team here at UCC

6. Are there any other considerations or information you'd like to add.

Replacement Staffing Plan: I will be responsible to whatever extent my department chair, dean, and VPI deem helpful for arranging adjunct faculty to cover my five classes. Over the past five years I've worked closely with adjunct faculty members as we have increased the number of classes in my area. I have identified qualified professionals in the area of human services and have been sharing my materials and resources, coordinating curriculum, trouble shooting and mentoring them. I have a plan ready to submit to my department chair and division dean which will, if they desire, provide them with a competent replacement team and an easy transition plan. Also, Winter Term has a lower enrollment so classes can be covered more easily. I don't anticipate any difficulties or disruptions here.

Affordability:

I will cover all my own expenses by using Frequent Flyer Miles and personal savings. I also will have reduced expenses by staying with contacts in the areas of research.

This sabbatical plan, which I will complete, will be of mutual benefit to the college and to me. I understand that any significant change must also be approved by the VPI. I further understand that I will submit a written report to the college documenting how I have accomplished this plan upon my return.

Signature of Applicant

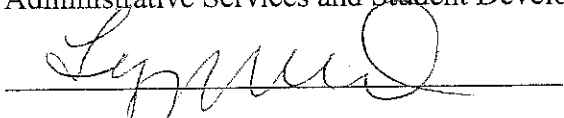

Janet D. Woodruff

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Informational Item
 Action Item

Subject: Resolution #17, Approval to Transfer Appropriation	Date: 06/13/12
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This is a resolution to transfer appropriations in the General Fund between Financial Aid and Instruction in the amount of \$200,000.

Recommended by: Lynn Moore, Vice President for Administrative Services and Student Development 	Approved for Consideration:  U.C.C. President
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UMPQUA COMMUNITY COLLEGE
Resolution No. 17 - FY 11-12
Approval to Transfer Appropriation

WHEREAS, Payroll costs in Instruction will be more than anticipated, and;

WHEREAS, the provisions of ORS 294.463 (1) allows for the transfer from one existing appropriation category to another;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby adopts this resolution to transfer appropriations from the financial aid fund to the instruction fund in the amount of \$200,000.

GENERAL FUND

	11-12 Budget Through Resolution 15	Adjustment	11-12 Budget Through Resolution 16
EXPENDITURES:			
Instruction	\$ 8,923,939	\$ 200,000	\$ 9,123,939
Support Services	10,211,008		10,211,008
Enterprise & Comm. Services	-		-
Financial Aid	556,197	(200,000)	356,197
Transfers	3,066,589		3,066,589
Operating Contingency & Reserve	2,059,234		2,059,234
TOTAL	<u>\$ 24,816,967</u>	<u>\$ -</u>	<u>\$ 24,816,967</u>

ADOPTED this 13th day of June, 2012

Clerk of the Board

Chairman of the Board