

**UMPQUA COMMUNITY COLLEGE**

**ROSEBURG, OREGON**

---

**BOARD OF DIRECTORS---BUDGET HEARING---UCC Lang Center June 12, 2013**

---

**MEMBERS**

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

Sharon Rice             \_\_\_  
Wendy Weikum          \_\_\_  
Joe Yetter               \_\_\_

**ADMINISTRATION:**

Joe Olson               \_\_\_  
Lynn Moore             \_\_\_  
Roxanne Kelly          \_\_\_

---

**A G E N D A**

---

- I    **Call to Order -- record attendance -- Pledge of Allegiance**
  
- II   **HEARING OF INTERESTED PERSONS ON BUDGET**  
      **As Published May 26, 2013**
  
- III  **Close Hearing/Adjournment**

---

Robynne Wilgus, 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, 2012-13

- **Finalize/Adopt Strategic Plan for 2013-18**
- **Review Dashboard & ensure alignment with Strategic Plan**
- **Review & Implement Accreditation Recommendations**
- **Finalize Facility Master Plan, including utilizing state match for Allied Health Science Building**
- **Implement findings from Campus Climate Survey**
- **Increase Board involvement in advocacy during legislative session**
- **Establish process for more regular policy review by Board**

**VOL. XLVII, No. 9 BOARD OF TRUSTEES MEETING 7:00 P.M. Board Room, June 12, 2013**  
**Executive Session ORS 192.660(1)(i) and ORS 192.660(1)(d) Board Room, 5:30 p.m. – 7:00 p.m.**

### A G E N D A

#### MEMBERS:

Vanessa Becker, Chair \_\_\_\_\_  
Elin Miller V. Chr. \_\_\_\_\_  
Bob Bell \_\_\_\_\_  
Sharon Rice \_\_\_\_\_

Betty Tamm \_\_\_\_\_  
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 - 10**

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.

<b>VI.</b>	<b>ASUCC REPORT</b>	<b>Brenna Martin</b>	
<b>VII.</b>	<b>ACEUCC REPORT</b>	<b>Debbie Hill</b>	
<b>VIII.</b>	<b>UCCFA REPORT</b>	<b>Emery Smith</b>	
<b>IX.</b>	<b>PRESIDENT’S REPORT</b>	<b>Dr. Olson</b>	<b>pp 11-32</b>
<b>X.</b>	<b>OCCA REP. REPORT</b>	<b>Dir. Bell</b>	
<b>XI.</b>	<b>OLD BUSINESS</b>		
	<b>A. Second Reading, Policy Revisions</b>	<b>Jan Baxter</b>	<b>pp 33-38</b>
	<b>B. Second Reading, Strategic Plan 2013-18</b>	<b>Dan Yoder</b>	<b>p 39</b>
<b>XII.</b>	<b>NEW BUSINESS</b>		
	<b>A. Achievement Compact Goals Review</b>	<b>Dan Yoder</b>	<b>pp 40-49</b>
	<b>B. Naming Proposal for College</b>	<b>Dennis O’Neill</b>	<b>pp 50-51</b>
	<b>C. First Reading, Policy #309 Revision</b>	<b>Jan Baxter</b>	<b>pp 52-53</b>
	<b>D. Resolution #6, Approval to Spend Funds</b>	<b>Lynn Moore</b>	<b>pp 54-55</b>
	<b>E. Resolution #7, Establishing Clerk, Deputy Clerk and Budget Officer</b>	<b>Lynn Moore</b>	<b>pp 56-57</b>
	<b>F. Resolution #8, Interfund Borrowing for Fiscal Year 2013-2014</b>	<b>Lynn Moore</b>	<b>p 58</b>
	<b>G. Resolution #9, Adopting the Budget</b>	<b>Lynn Moore</b>	<b>p 59-60</b>
	<b>H. President’s Evaluation</b>	<b>Chair Becker</b>	<b>p 61</b>
<b>XIII.</b>	<b>ORGANIZATION</b>		
	<b>A. Election of Chair for 2013-14</b>		
	<b>B. Election of Vice Chair for 2013-14</b>		
	<b>C. Election of OCCA Representative for 2013-14</b>		
<b>XIV.</b>	<b>BOARD COMMENTS</b>	<b>Chair</b>	
<b>XV.</b>	<b>ADJOURNMENT</b>	<b>Chair</b>	

**IMPORTANT DATES:**

- Thursday, June 13, ABSD Graduation, Swanson Amphitheater, 7:00 pm
- Friday, June 14, Nursing Pinning Ceremony, Jacoby Auditorium, 10:00 am
- Friday, June 14, Graduation, Swanson Amphitheater, 6:00 pm
- Friday, July 19, UCC Foundation Golf Tournament, Myrtle Creek Golf Course

**NEXT BOARD MEETING:**

- Wednesday, September 10, Board Meeting, Board Room, 7:00 p.m.

Robynne Wilgus, 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

Information Item

Action Item

Subject: Consent Agenda

Date: June 12, 2013

Recommendation:

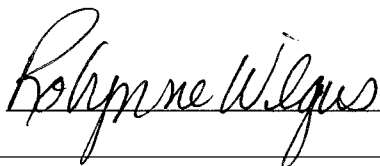
Recommend approval of:

Minutes of College Budget Meeting of April 24, 2013 pp 1-5

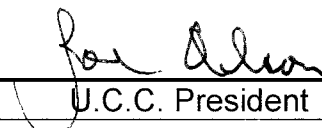
Minutes of College Board Meeting of May 8, 2013 pp 6-9

Personnel Actions p 10

Recommendation by:

  
\_\_\_\_\_

Approved for Consideration:

  
\_\_\_\_\_ U.C.C. President

UMPQUA COMMUNITY COLLEGE  
BUDGET COMMITTEE MINUTES

On Wednesday, April 24, 2013, the Umpqua Community College Budget Committee met in the Bistro of the Campus Center building, Roseburg, Oregon. The meeting was called to order at 7:00 by Sally Dunn, 2012 Chair, and the pledge of allegiance was given.

**Budget Directors Present:** Hop Jackson, Chris Davidson, Sally Dunn, Rex Stevens, Janet Morse, Diane Phillips, Sandy Henry, Betty Tamm, Sharon Rice, Bob Bell, Wendy Weikum, Joe Yetter.

**Absent:** Vanessa Becker and Elin Miller

**Others in Attendance:**

Joe Olson	Robynne Wilgus	Robin VanWinkle
Lynn Moore	Rebecca Redell	Marjan Coester
Roxanne Kelly	Diana Kelly	

Organization for 2013-14:

**Rex Stevens nominated Sally Dunn for Chair, Dir. Bell seconded the nomination and a unanimous vote was cast.**

**Sally Dunn nominated Hop Jackson for Vice Chair, Dir. Yetter seconded the nomination and a unanimous vote was cast.**

**Hop Jackson nominated Rex Stevens as Secretary, Sally Dunn seconded the nomination and unanimous vote was cast.**

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

An adjournment time of 8:15 p.m. was initially established; later in the meeting the adjournment time of 8:45 p.m. was agreed upon.

Dr. Joe Olson presented his budget message for fiscal year 2013-2014. He began by thanking Dr. Moore, Ms. Redell and Ms. Brown for all of the work they have done. The swing of dollars from the state is rather significant. The UCC budget has been developed conservatively based upon \$410 million state funding for community colleges; the Governor has proposed \$428 million and advocates have been suggesting \$510 million, which has now come down to \$453 million. The final level of funding is still unknown at this time. The Business Office staff was commended for their work as well as the instructional side of the house for making cuts.

The proposed budget is not only conservative, it is also fair. There will only be so many more years that can continue with conservative numbers. The state law of 40/40/20

requires the college to meet goals yet funding level are seven years behind of where we were.

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

Dr. Moore expressed appreciation for each one's participation in helping the college. The Budget Committee was also thanked for coming in a few months ago to help the college move forward and stay conservative. The college had been looking at a \$10 per credit tuition increase followed by \$5 and then following the CPI. Dr. Moore said she is happy to only have to ask for authority to go to a \$10 increase and appreciates the confidence this group may be giving the college with authority to not go further than is needed.

Dr. Moore shared that Ms. Redell has worked very hard in developing the budget and Ms. Brown has been very supportive. The committee was thanked, again, for the input. The meeting was then turned over to Ms. Redell.

Ms. Redell began by introducing two Internal Budget Committee members that were in attendance: Robin Van Winkle and Marjan Coester; the many hours of involvement on their part was appreciated. Ms. Redell also pointed out the college's 50<sup>th</sup> anniversary logo that was on the cover of the budget document.

Rebecca Redell, Budget Coordinator, presented the 2013-14 Budget:

Reaffirming Dr. Olson's point of the budget being very conservative, Ms. Redell highlighted some of the General Fund Resources: beginning fund balance is estimated to be \$4.2 million; state support is based upon \$410 million; tuition is down because of lower enrollment; indirect costs, which is from rents and contracts, has gone down; the tax rate of .4551 cannot be adjusted.

Budget Committee (BC) member Phillips asked where donations come in. Ms. Redell explained all donations go to the UCC Foundation, a 501(c)3 entity.

BC Morse questioned the higher amount of state support budgeted with an anticipation of lower enrollment compared to the previous year. Ms. Redell explained that in addition to the increase in state funding from \$395 million to \$410 million the state also did a holdback on funding from the last biennium. There is a possibility of another holdback this year.

Dir. Tamm asked what the tipping point for the tuition increase was. Ms. Redell said PERS reform may reduce fringe benefit costs. If state funding for community colleges is \$420 million that would mean UCC gets \$300,000 more. Each dollar of tuition represents \$72,000.

Ms. Redell reviewed the distribution of resources noting state support represents the largest amount at 43% and tuition is projected at 26%.

General Fund Requirements were the next to be reviewed. Personnel services are a little less than last year. This number includes the required step increases with the unions, a 1% COLA, and an adjustment to administrators. Two administrative positions have been eliminated and the construction program has been closed.

Fringe benefits have skyrocketed; this is mainly because of PERS. The PERS board recommended budgeting with original numbers and to wait and see what happens with potential reform.

Materials and services have been reduced to \$3.6 million. Departments do everything possible to not spend any more than they have to.

Both Capital Outlay and Tuition Waivers are flat.

Transfers were then reviewed.

Dir. Tamm noted that Operating Contingency and Reserve dropped by \$400,000 and questioned where it went. Ms. Redell explained the college has been spending the reserve. Last year's budget also showed the fund balance being consumed. Conservative budgeting continues.

Dir. Bell pointed out what is really happening from last biennium's funding of \$395 million and budgeting based upon \$410 million is coming out about even because of fringe benefits. Comparable funding to K-12 would be \$453 million.

Responding to Dir. Rice's questioning of where extra funding would go, Ms. Redell said based upon the situation with PERS and tuition it would go to the ending fund balance unless it was needed for a program to help with the 40/40/20 goals.

BC Davidson questioned the lower ratio of Benefit Expenses to Personnel Services within Instruction on page 22. They have a significant amount of part time faculty who usually don't work enough hours to qualify for benefits.

Referring to page 36, Ms. Redell explained the jump of expenses within Academic Development had to do with folks moving from Adult Basic Ed to Academic Development. Also, with the closure of Curriculum/Instruction (page 37), funds were transferred to that department.

It was noted that the actual amount spent from Faculty Staff Development was \$11,000. Ms. Redell explained the contractual agreement to provide a 10% increase each year and unspent funds are carried over. Dir. Bell was please the funds were increasing and expressed concern for part time faculty development. Ms. Moore shared that training opportunities, such as the faculty retreat, are also open to part time faculty.

Dir. Bell brought attention to the future linking of Achievement Compact results to state funding. Anything that relates to high school students taking college classes/tutorials or

an increase in the Student Development budget may do well and help in achieving those goals.

Ms. Redell reviewed the Special Revenue Fund and explained grants and contracts are money the college receives from others; this can be federal, state or local entities. The total will fluctuate based upon what the college expects to receive. The federal amount is going down significantly for 2013-14 because of the EDA grant for the viticulture program.

Administratively Restricted funds are mostly made up of fees from classes and workshops. Some carry over their fund balance and some have transfers from other funds.

Other Funds were reviewed next. As Mr. Redell continued reviewing the budget she touched upon the following funds: Financial Aid, Capital Projects, Debt Service, Insurance, Enterprise, Internal Service, Agency and Legal Notices.

Dir. Bell brought attention to how much was loaned to students from the federal government and said students need to pay that back. Ms. Redell indicated that \$25 million was a placeholder figure and the actual amount of loans will be closer to \$12-15 million. The Financial Aid department is being more careful in making sure students understand the need to pay it back. The federal sequester has had an effect on most grants, particularly the FSEOG. Dir. Tamm expressed encouragement for grants and scholarships.

There is a placeholder of \$18 million in Capital Projects. The college is still on the state's list for the Allied Health & Sciences and Industrial Arts & Technology buildings. The Lottery Bonds account is for CTE related expenditures within Capital Projects. The Furnishings and Equipment account was established for the new buildings; however, if the pool is renovated the funds would be used for that purpose.

BC Jackson brought attention to the ASUCC Administration doubling of Materials & Services and disappearance of their ending fund balance. They are allocated a set amount from the general fund. Dr. Olson added they do a lot for the college. For instance: renovation of the Bistro, the college's electronic sign, furnishings in the library and scholarships.

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

BC Davidson suggested extra funding, if available, be directed towards deferred maintenance. Dir. Tamm will carry that suggestion to the Board.

BC Dunn desired that tuition be raised; it really is too low. BC Morse agreed. BC Dunn encouraged linking tuition to the cost of living; this would allow for incremental raises over the upcoming years. BC Stevens said since the students are behind raising tuition, so



should the Board. UCC has been going backwards in tuition, comparatively, with other community colleges and deferred maintenance is suffering right now. Relating to how a maximum raise in tuition has been proposed for this year, Dir. Bell suggested going to a minimum raise every year and then settling between the two; this would allow flexibility.

**Motion:** I move for approval of the general operating fund for 2013-2014 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 Jackson and carried unanimously.

**Motion:** I move for approval of the proposed Special Revenue Funds, as presented. Motion by Dir. Tamm, seconded by BC Morse and carried unanimously.

Meeting adjourned at 8:41 pm.

Respectfully submitted,

Approved,

Rex Stevens  
Secretary

Sally Dunn  
Chair

Recorded by Robynne Wilgus

Attachment to Permanent Minutes:  
President's 2013-2014 Budget Message

**UMPQUA COMMUNITY COLLEGE**  
**BOARD MINUTES**  
**May 8, 2013**

The Umpqua Community College Board of Trustees met on Wednesday, May 8, 2013, in the UCC Administration Building, Roseburg, Oregon. Board Chair Becker called the meeting to order at 7:01 p.m., and the pledge of allegiance was given.

**Directors present:** Vanessa Becker, Bob Bell, Elin Miller, Sharon Rice, Betty Tamm (via phone), Wendy Weikum, and Joe Yetter.

**Others in attendance:**

Joe Olson	Lee Salter	Natalya Brown	Krista Johnson
Roxanne Kelly	Lorrie Ranck	Rebecca Redell	Robert Johnson
Lynn Moore	Jason Aase	Emery Smith	Freddie Gompf
Jan Baxter	Dan Yoder	Debbie Hill	Alvia Wilcox
Robynne Wilgus	Jesse Morrow	Marjan Coester	Brenna Martin

**Consent Agenda:**

- A. Board Minutes of April 10, 2013
- B. Personnel Actions

Chair Becker noted that the consent agenda items were on pages 1-6 of the board packet.

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

**Citizen Comment**

There was no one signed up to speak this evening.

**Focus Presentation**

Marjan Coester, Director of Student Life, introduced UCC's All-Oregon Scholars: Freddie Gompf, ASUCC Vice President, will be transferring to the University of Oregon and pursuing Political Science and Journalism; Alvia Wilcox, originally from Peru, will be transferring to the University of Oregon to study Business Administration, specializing in International Business. Congratulations were extended to the students.

On behalf of Kevin Mathweg, Automotive Instructor, Ms. Coester reviewed the recent Skills USA winners who were unable to attend the meeting: Adam Turner received first place in PET; Melanie Bonnie and Jaime Lewis received first and second respectively in Commercial Baking; Josh Walker, Chris Moore and Alex Medeiros received second, third, and fourth respectively in General Welding; Sean Murphy, Jacob Hitchens, Charles Martin and Freddie Ingraham were awarded third, fourth, fifth and sixth respectively in Automotive Service Technology (AST).

**ASUCC Report**

Brenna Martin, ASUCC President, reported on several recent activities: Club Fair, Administrative Professionals Week, Teachers Week, and a Higher Education Rally. The student government certification binder has been sent in and will be returned in September. A secondary binder will be used during the transition of leadership. Student

May 8, 2013 College Board Minutes

elections are May 21 & 22; there will be 16 proposals for constitutional amendments on the ballot. Campus forums will be held for the candidates.

### **ACEUCC Report**

The ACEUCC President, Debbie Hill, reported on the retirement of two long term employees: Linda Stinnett and Joyce Kelly. Emery Smith, UCCFA President, and Ms. Hill are on the search committee for the OEA Consultant replacement. Elections are coming up for the Outstanding Classified Employees. The UCC Foundation continued support is appreciated for that award.

### **UCCFA Report**

Mr. Smith reported on recent activity of their Executive Committee. A task force was created to focus on campus space. It is hoped to have resolution by fall for the needed work spaces.

Another task force has been created to assist first year faculty. Jason Aase, Clay Baumgartner and Mary Stinnett are on the task force. The goal is to help orient first year faculty to campus culture and acquaint them to best practices in the class room.

A student advising task force is being led by Chris Grant; Clay Baumgartner and Emery Smith are also on the task force. The focus is to make sure all students get advising, which is mandatory through Achieve the Dream. A system where students advise students has faculty support. Caution is used to be sure faculty time is not overloaded.

### **President's Report**

Dr. Olson recognized Robert Johnson, a UCC graduate in attendance. Mr. Johnson is a second year law student at the University of Oregon and will be interning at the Lane County District Attorney's office this summer. Next summer Mr. Johnson will have the opportunity to be a clerk for a federal judge in Portland.

Dr. Olson commended Dan Yoder for the Strategic Planning report that was shared during the work session. Mr. Smith and the faculty were thanked by Dr. Olson for their enthusiasm shown through the development of the three task forces. Additionally, Dr. Olson extended appreciation to the faculty for the positive tone of negotiations. Lynn Moore, Rebecca Redell and Natalya Brown were thanked for the transparent way of approaching the budget. Dr. Olson also thanked Roxanne Kelly for the invitation to the Instructional Leadership Team where there was a good exchange of information and sharing of concerns.

### **OCCA Board Report**

Dir. Bell reported OCCA's lobbying efforts will be asking for \$440-450 million in community college funding. Information that can be obtained through IPEDS has satisfied the need for an extra bill. There is a legislature discussion about listing capital projects that have no local funding match. Dir. Bell advocates keeping the projects on the list as the state government is not committed unless there is a match.

### **Old Business**

Vice President Lynn Moore presented the seconded reading of the Tuition Increase Proposal. The proposal is for authority to move tuition to \$85 per credit hour and, once that rate has been reached, linking tuition to the consumer price index.

May 8, 2013 College Board Minutes

**Motion:** I move for approval of the Tuition Increase Proposal as presented. Motion by Dir. Yetter, seconded by Dir. Miller and carried unanimously.

Dir. Tamm shared the budget meeting discussion of being sure to not under-utilize the tuition increase and emphasizing the need to build up reserves for maintenance. Following up from the budget meeting Dr. Olson mentioned the establishment of a deferred maintenance account. It will be built upon year by year for catastrophic needs. He doesn't want the impression that the tuition increase won't be used for the mission of the college.

#### **New Business**

Human Resources Director Jan Baxter presented first reading approval for the following new or revised policies. Most of the revisions were to separate procedure and policy.

Policy 311	Compensation and Benefits
Policy 311.03	Compensation and Benefits – Cell Phones
Policy 311.04	Compensation and Benefits – Salary Approval
Policy 313.02	Discipline and Discharge
Policy 406	Integrated Pest Management

**Motion:** I move for approval of the first reading of the new and revised policies as presented. Motion by Dir. Miller, seconded by Dir. Rice and carried unanimously.

Dan Yoder, Director for Institutional Research, Planning & Compliance, presented the mission statement for Board approval; as a part of the Strategic Planning a new mission statement was developed. Chair Becker mentioned the statement was just presented in a Board work session; also Dir. Bell and Miller were on the Strategic Planning committee.

**Motion:** I move for approval of the mission statement as presented. Motion by Dir. Weikum, seconded by Dir. Yetter and carried unanimously.

Mr. Yoder presented the vision statement Board approval.

**Motion:** I move for approval of the vision statement as presented. Motion by Dir. Weikum, seconded by Dir. Yetter and carried unanimously.

The first reading of the Strategic Plan for 2013 – 18 was presented and reviewed by Mr. Yoder. Chair Becker noted that this plan is focused on student success.

**Motion:** I move for approval of the first reading of the Strategic Plan as presented. Motion by Dir. Weikum, seconded by Dir. Yetter and carried unanimously.

Mr. Yoder expressed appreciation to Directors Bell and Miller for the time and energy with the Strategic Plan task force.

Natalya Brown, Director of Finance & Accounting, presented the quarterly financial report ending March 31, 2013. The Statement of Net Assets and Statement of Revenues, Expenses, and Changes in Net Assets were reviewed. Ms. Brown indicated there were no significant changes from the previous year. She reviewed other funds: Capital

May 8, 2013 College Board Minutes

Projects, Debt Service, Financial Aid, Special Projects Fund – Grants & Contracts, Administratively Restricted, Insurance, Agency, Internal Service and Enterprise. Chair Becker appreciated the added column on the statements showing the percentage of difference between the two years. Dir. Miller appreciated the careful management and the resulting large balance.

**Board Comments**

- Dir. Miller and her husband have been selected for volunteer work in Africa. They will be leaving the day after graduation and be gone for three weeks. The trip's focus is integrated pest management in Tanzania and Kenya.

The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Approved,

Joe Olson  
Clerk of the Board

Vanessa Becker  
Chair of the Board

Recorded by Robynne Wilgus



---

*Serving Douglas County Since 1964*

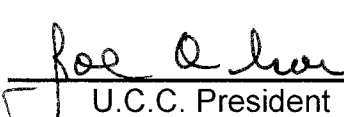
TO: UCC Board of Directors  
FROM: Jan Baxter, Director of Human Resources  
SUBJECT: Personnel Actions  
DATE: June 12, 2013

**Administrative/Confidential Exempt Positions**

**Joan Campbell promoted to Academic Partnerships Coordinator**

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item  
 Action Item

Subject: Reports	Date: June 12, 2013
ASUCC Report	Brenna Martin
ACEUCC Report	Debbie Hill
UCCFA Report	Emery Smith
President's Report	Dr. Joe Olson
OCCA Board Report	Dir. Bob Bell
Recommendation by:  _____	Approved for Consideration:   _____ U.C.C. President

## JUNE BOARD REPORT

### Joe Olson, President

#### Significant Meetings

May 8: George Murdock, Douglas ESD Superintendent	May 18: Cow Creek Scholarship Dinner
May 8: Steve Kelley, South Umpqua School District Supt.	May 21: Architect interviews for Campus Master Plan
May 8: RFP for Campus Master Plan Update Taskforce	May 21: Larry Parsons, Roseburg School District Supt.
May 9: Steve Perkins, Sutherlin School District Supt.	May 22: Mercy Health Career College meeting
May 13: Roseburg Chamber Meeting: Allyn Ford	May 22: Nanette Hagen, Oakland School District Supt.
May 13: Negotiations: Classified Association	May 22: Brian Berry, Yoncalla High School Principal
May 13: Negotiations: Faculty Association	May 23: Negotiations: Part Time Faculty
May 14: Douglas County Superintendent's Council	May 28: Healthy Forests
May 15: Oregon Liquor Control Meeting	May 29: Scott Nelson, Governor's Office
May 16: Winston Cares Board Meeting	May 30: Fun Flock BBQ
May 16: Kevin Miller, Winston Dillard School District Supt.	June 1: Welcoming at Danny Lang Paralegal Seminar
May 16: Wayne Gallagher, Camas Valley School Dist. Supt.	June 3: Transfer Opportunity Program Graduation
	June 5: ETS Lab Grand Opening Celebration

I know that I updated the board last week about my meeting in Salem and hopefully, with the progression in contract negotiations, I'll be able to free up some time to meet with Betty and talk New Market Tax Credits. Everyone from the Governor's office seemed to think that this is a real viable option. But again, as I mentioned in the earlier email, this is beyond my area of expertise. She has a contact that has helped out at Clackamas Community College; so I look forward to finding time to talk with her.

I was encouraged by an update that Jess gave today about getting security gates up at the Lang Center. This has been a project we have taken on internally and Ian, from our Welding Department, will be completing the gate over the course of this summer. I know that several people have expressed concern about the delay in securing our Lang Center facility but I hope that this will be done shortly. Repairs were also completed on the preparation floor in the wine fermentation room; I'll be looking at these today. I understand from Jess and Lee that the floor looks markedly better.

Jess also gave us an update on our electronic sign which will be placed at the entrance to College Rd. Delays have been caused due to county permitting; Jess will be completing this in the next few days. I'm sure the sign will be a welcome addition to campus access.

Chris Lake and Susan Taylor filled me in on an exciting opportunity that focuses on economic development and small business growth. The title of this program is "The Slingshot Network" and is a joint venture of the American Association of Community Colleges with funding from The Kauffman Foundation. This would be a giant boost for a growing entrepreneurial spirit in Douglas County. Chris, Susan and Toni Clough will be instrumental should permanent funding be received for this venture. The Slingshot colleges "are a small and select group which represents a range of colleges from across the country". My thanks to Chris and Susan for taking the lead on this.



**Board Report  
Instructional Services  
June 2013**

**Dr. Roxanne Kelly, Vice President for Instruction**

- Leadership UCC 2012-2013 class graduation was held May 10 at the Lang Center. Twelve staff and faculty participants from a variety of UCC locations graduated. Two projects that benefit the college were completed – new, colorful benches for the Ford Family Enrichment Center were painted and installed and extensive work was done on the community garden at the Woolley Center.
- Two of the three Prix Fixe Dinners have been great successes. I was able to attend both and look forward to attending the final event on June 6<sup>th</sup>.
- The 24<sup>th</sup> annual Advisory Board Reception was held May 16<sup>th</sup> at the Lang Center. Over 150 local business and industry partners who support our programs were in attendance. The Cow Creek Band of the Umpqua Tribe of Indians and Wolf Creek Job Corps were recognized as Outstanding Partners for the 2012-2013 academic year.
- May 30 EC served at the Fun Flock BBQ at the Lang Center for the campus. The new “Smokin’ Joe” BBQ was unveiled. The smoker was fabricated by the welding program and will be used to promote the welding program and all of UCC in the communities we serve.

**Dr. Ali Mageehon, Dean of Academic Support:**

- Attended the Career Pathways Alliance meeting in May. UCC presented our OPABS work, in addition to the new catalog and our updated Career Pathways web pages.
- Academic Support faculty and staff are very involved in the Achieving the Dream initiative. ATD has three open forums scheduled for the campus during the rest of May, with focus on presenting the implementation plan, as well as asking for volunteers for sub-committees to move forward the four major implementation areas.
- The CASE grant site visit occurred on May 9. We continue to recruit students for CASE and Amanda Haines helped us develop a brief radio PSA to encourage further student participation (the PSA is available at <http://www.541radio.com/pages/16409191.php>)

**Adult Basic Skills:**

- We have received approval through UCAN VISTA to have a VISTA volunteer continue at Woolley Center at the learning garden next year. The Learning Garden is looking great – we have many vegetables planted, and recently added blueberry bushes and kiwi vines. The construction program built a shed for tools and Leadership UCC put down landscaping fabric and mulch in April.
- Jeff Wheaton has accepted the Title II Coordinator position.
- We are working on developing a GED class in conjunction with the Cow Creek Tribe that will be offered to tribal members in South County.
- The second annual spring College for a Day event was a success – sixty students participated.
- GED classes will be offered on campus this summer and the department continues to work on closing out the 2002 GED series of tests and getting ready for the 2014 version of the GED test.
- ABS graduation is on June 13.

Success Center:

- The Success Center is hosting an extra viewing of “Girl, Rising” during study-in at the Success Center.
- We have a steady flow of students signing up for Core Skills Mastery, which will help students prepare for the COMPASS assessment or re-test to skill up past developmental education level classes. Advising is regularly referring students to this service.
- The Success Center program assistants created a success video for the ATD open forums, which will be on the website at some point in the future.
- Learning skills faculty and staff met with advising and financial aid to discuss details of the dedicated learning communities and accelerated developmental education math pilots in fall term.

Academic Partnerships:

- Joan Campbell visited eight high schools during the first few weeks of starting the position of Academic Partnerships Coordinator and will have visited all high schools in our service area by the end of the term.
- Twenty-five projects have been submitted for Perkins funding.
- Joan and Elizabeth attended the Perkins Reserve Grant meeting and are working closely with the ESD to develop projects that are complementary and will enhance high school student transition and success.

**Jesse Morrow, Interim Dean of Career Technical Education:**

- **EMS-MCI** drill June 6 with EMS, Nursing, and Police Reserve. Will be working with the majority of our community partners to assist in making this as realistic as possible and to offer the students a unique as well as challenging educational experience.
- **AUTO**-All of the program revisions, course revisions, and new courses to meet NATEF and Toyota Certification are approved by CC and IC. Instructional material is going to be updated over the summer before launch of new program structure in fall. T-TEN summer internship numbers are at 10 – 11, which was the goal.
- **PN**-Students participated in Diagnosis Day at Mercy Medical Center and Healthy Kids Day at both Roseburg and Canyonville. They also assisted with the learning garden at the Woolley center and there was a nice article in the News-Review.
- **DENTAL**-We held our first official information meeting for prospective students and had a good turnout. We already have students who have registered for fall term. Dr. Sharp came to the advisory dinner and the meeting afterwards was very productive and the Douglas County Board of Dentistry continues to support the program and its move toward accreditation.
- **CNA**- At the informational meeting there was broad support from our community partners to add the Restorative and Dementia certifications to the CNA2 program. So that is something we will be exploring. Sue Gwynn is retiring after almost 10 years of working with the CNA program. She has been an asset to the program and will be missed.

- **CDL**-Third set of CDL students (3) completed their training on May 17<sup>th</sup>, 2013 with all students passing this brings the total to 8. Fourth class has 8 students with one from the JOBS program and is schedule to finish by June 17<sup>th</sup> bringing the total to 16 since February 2013.
- **Business**- faculty Bill Armstrong and Toni Clough participated in the Roseburg Start-up Event on April 19-21 which provided a venue of support and direction for budding entrepreneurial endeavors. Bill served as a coach, and Toni served as a judge in the competition.
- **Paralegal**-The Paralegal program is hosting a Rules of Evidence seminar on June 1st. Presenters include Danny Lang and Colin Benson. It promises to be well attended with 25 RSVPs so far.
- **Engineering**-Department working on component for possible TACCCT3 includes online development of curriculum, expanded Water Quality Program, GIS Pathways Certificate, purchase of lab equipment, connection event with other Community Colleges, and coordination with development of a new Natural Resources certificate.
- **CJ**-Police Reserve Class 17 graduated 12 cadets, and recruitment has started for Class 18.
- **Nursing**-Application process for next year's cohort has been completed and acceptance letters have been sent and inquiring students are sending back responses to meet the June deadline.

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

- Director, Pete Bober has announced his retirement effective June 30, 2013. The SBDC Director position is currently a half-time position with the other half being responsible for supervising the Workforce and Community Education Division. The college was approached by the Umpqua Business Center (UBC) to enter into a contract with the UBC to have the new SBDC Director also serve as the half-time director of the UBC and the college agreed. This is a great opportunity to provide alignment with community priorities, maximize community resources for economic development activities and provide a single population focus for the new SBDC Director. The Oregon Small Business Development Center Network is supportive of the project and well be participating in the recruitment and selection process, as well the UBC.
- The Director attended the SBDC Quarterly Meeting in Eugene this month and learned that the Network Office is hopeful they will be able to add an additional \$10,000 a year to each center's allocation.
- The SBDC was very involved in co-producing this year's Entrepreneurial Fair. The Fair featured Keeley Tillotson, one of the founders of Wild Friends Nut Butter and Nikos Ridge from Ninkasi Brewing. Other community partners included the Umpqua Business Center, The Partnership, Neighbor Works, The Tribe, News Review, KPIC and Brooke Communications. All SBDC staff helped on the event, however special recognition to Penny Groth, SBDC Administrative and Program Specialist for her extensive planning efforts on the event.
- The Workforce Development Department was instrumental in planning a summit between the rural colleges of The Oregon Consortium (TOC) and their respective Workforce

Investment Act Providers (Umpqua Training and Employment's sister organizations) which provide workforce services in the TOC's twenty-four rural county service delivery area. The purpose of the meeting was to explore ways for increased collaboration and communication.

- The director met with the other colleges involved in the Oregon Green Technician Certificate Program to discuss a new cost-recovery model for the program once the U.S. Department of Labor grant expires.
- The department is seeing an increase in requests for contracted training, an indication of improvement in the local economy.

Robin VanWinkle, Director, Community Education:

- Four Community Education staff members, including the Director, attended the Oregon Association of Community and Continuing Education Spring Forum in May. Featured speakers included Dr. Hilda Roselli, Deputy Director of the Oregon Education Investment Board and Cam Preus, Commissioner at CCWD. Topics included how non-credit offerings support student success, proposed funding formula for Community Colleges, and credit for prior learning.
- Promotion for UCC's College for Kids summer offerings is underway. Each summer, UCC Community Education offers enrichment camps for youth in grades K-12. This year, we are offering several classes for preschoolers and their parents. Enrollment in College for Kids has grown steadily with 299 youth enrolled during summer term 2012.
- Two recently approved pieces of legislation are expected to have a positive effect on the College's Driver Education Program. ODOT will now provide an additional reimbursement amount (yet to be determined) for High School Driver Education students who qualify for free and reduced lunches at school. This will allow us to provide a reduced fee to those who qualify. The second piece of legislation allows High School Driver Education students ages 16 or 17 who pass their final drive to use this in place of taking a Drive Test at the DMV.

Carla Bee, Director, JOBS:

- The JOBS Contract has been approved for the coming 2013/14 program year. Total contract is \$510,000 with no loss in FTE; approximately a \$20,000 increase over last year's contract.

Jason Aase, Dean of Arts and Sciences:

Communications/World Lang/Soc Sci

- The mainstream competed admirably in The Oregon Newspaper Publisher Awards (the most prestigious Oregon contest for the field). Congratulations to Melinda Benton and the following students!
  - 1<sup>st</sup> place,
    - Best Series: Sabina Bidwell (she did all of the photography, writing, and page design for this entry!)
    - Best Feature Story: Hannah Hawkins (designer Jesse Proctor and copy editor Brenna Martin assisted)
    - Best Review: Sidney Moore
    - Best Columnist: Freddy Gompf
    - Best Website: Susie Day

- 2<sup>nd</sup> place
  - Best News Story: writer Cindy McSperitt
  - Best Spot News Photo: Don Gillman
  - Best Photography: Jesse Proctor
- 3<sup>rd</sup> Place
  - Best Feature Story: Don Gillman (designer Jessica Mixen and former designer Tatyana Wahlman assisted)

#### Fine & Performing Arts

- Juried Student Art Show is on display through June 7. Congrats to the students whose work is on display!

#### Science

- Our geology instructor search is progressing nicely. First review of applications is finished, with initial interviews anticipated the first week of June.
- Work continues on development of a natural resources program in connection with the TAACCCT grant.

#### VE/SOWI

Chris and Dwayne continue to represent UCC well, as listed below:

- Chris – serving with SOWA on the Economic Development Task Force sponsored by Pacific Power
- Chris – working with Smithsonian Archivist to document Oregon Wine History for Linfield College
- Chris – serving with OSU Extension in nationwide search to fill Southern Oregon viticulturist position
- Chris – attending VESTA Curriculum Conference in New York, May 28-31
- Chris & Dwayne – Participated in Entrepreneurship Fair, DC Fairgrounds, May 22
- Chris & Dwayne – Grand Opening of ETS facility at DLTLEC, June 5.

#### David Hutchison, Library Director:

- The Reference Librarian attended two statewide professional meetings this spring—the Oregon Information Literacy Summit at OSU Cascades this April, and the Southern Oregon Library Federation meeting in May.
- A Sutherlin High School WR 123 class visited the library May 1<sup>st</sup> and had a research session with the librarian.
- The library director plans to attend a statewide meeting in Clackamas with other directors to discuss statewide database licensing, billing procedures, and other matters.
- Library staff has been recruiting new student lab aides to fill a current vacancy and to prepare schedules for fall term.
- Many library staff has been involved in the selection, purchase, cataloging, and processing of new viticulture and enology books secured through a grant to SOWI from the Erath Family Foundation.

Umpqua Community College  
 Vice President for Administrative Services and Student Development  
 Board Report – June 12, 2013

## STUDENT DEVELOPMENT

Student Life Office - Marjan Coester, Director

### ASUCC

ASUCC Elections concluded on May 21 and May 22. One hundred and ninety students (approximately 7% of the eligible voters) voted in the election. New officers include: Sarah Gordon, President; Charles Martin, Vice President; Kattie Contreras, Activities Officer; and Susannah Day, Public Relations Officer. The position of Business Manager did not have any candidates, so the position will be open for appointment. The election also included sixteen proposals to amend the ASUCC Constitution; of those, thirteen passed with the required two-thirds majority. Coupled with the work that ASUCC Student Government has been doing to amend the ASUCC Bylaws, the organization has accomplished a great deal towards updating their foundation documents.

ASUCC Vice President Freddy Gompf and candidate Charles Martin attended the last OCCSA meeting of the academic year, hosted at Central Oregon Community College.

The Dodgeball Tournament rescheduled for May 4 was cancelled due to low participation.

A first ever Contra Dance was held on May 22. Thirty participants learned the art of partner and group line dancing, with caller Woody Lane accompanied by the Red Dragon Ceili Band (featuring our own David Hutchison). A suggestion was that we incorporate a Contra Dance into the next Harvest Festival, as it is family friendly, easy for all ages to learn and a lot of fun!

Spring Fever was held on June 7 and featured food, family friendly games, arts and crafts and fun!

The final Study In for the academic year was held on June 8 in the Library.

Stress Free Zone events were held on June 10-11 in the Campus Center Lobby and featured healthy snacks, fun board games and the ever popular massage therapy.

### Clubs & Student Organizations

Phi Theta Kappa hosted a Spring Induction ceremony on Friday, May 31. Forty-four students who accepted membership into the organization in 2013 were recognized: Brenda Kay Anderson, Stephanie Marie Angle, Roger Dale Astry, Cristina Bayardo, Cody Manford Beach, Alison Nicole Black, Kevin Albert Busenbark, Kelsey M. Chaloupka, Jeremy M. Changala, Cathy Ann Chapman, Mike Jay Conklin, Cindy L. Cuevas, Jessica E. Cugley, Ashlee Johnell Cunningham, Susan Marie Erickson, Bobbi Rae Ewert, Cai Yun Fairbairn, Kathryn Elizabeth Ann Fix, Kayce Nikcole Francis, Katherine Nicole Gruenhagen, Ashley Kyten Harrison, Debbie Ronne'a Heidrick, Laura JoAnne Hess, Dinah Sue Johnson, Nicole Michelle Johnson, Brittany

Lauren Jones, Daphne Lynn Joyner, David Joel Kildal, Steven R. Korecki, Tonya Lynn Marino, Whitney Kae Meacham, Ryan Marshall Myrvang, Brian C. Proctor, Samantha Kay Rabern, Paul Michael Roland, Garry Dwaine Santos, Eric Gordon, Schwarzenbach, Skyler Kevin Smith, Sandra Estela Smith, Katrina Ann St Clair, Lori A. Synkelma Happy Arev Weinhold and Sharon A.S.F. Wilkins. The guest speaker for the induction was Dr. Roxanne Kelly and was also attended by regional advisor Velda Arnaud.

### Student Life Office

The final Blood Drive for the year was held May 8 and 9. Between collections on both days, the overall donation goal was met. No drives will be held during the summer, but drives will resume starting in Fall quarter.

A Veterans Resources Fair was held on May 21. The first time event was successful with ten organizations participating and plans are underway to hold another fair in fall term.

Student Life, AAWCC and the President's Office brought the film "Girl Rising" to campus the weeks of May 27-June 8. The film was shown four times campus wide and then used in several classes.

The Outstanding Student Awards Reception was held on Wednesday, May 29 at 3pm in Jacoby Auditorium. A number of exciting changes to the event were implemented including the move to Jacoby, creating a program with all the nomination statements from the faculty, and a medallion presented by the president. Fifty-five students were recognized with sixty awards at the event and include: Steven Arter, Jessenia Bonilla, Kelsey Chaloupka, Yan Chen, Amanda Cooksey, Justin Deedon, Bart Degeneffe, Jakob Eibel, Steve Ewens, Doug Floyd, Graham Found, Benjamin Gilinsky, Freddy Gompf, Nicole Hall, Rebecca Hallgrimson, Hannah Hawkins, Laura Hess, Bradlee Hill, Michelle Holcomb, Skylor Jacobs, Nicole Johnson, Jared Knox, Eli Lauritzen, Jamie Lewis, Ana Madrigal, Charles Martin, John May, Cindy McSperitt, Christopher Moore, Sarah Morris, Josh Mozingo, Michael Murphy, Lisa Neubauer, Kimberly Nichols, Isaac Noland, Dale Orth, Hannah Pappas, Jesse Proctor, Robert Quamme, Miguel Rodriguez, Steve Rogers, Christine Simmons, Troy Singleton, Sandy Smith, Sheri Stinnett-Wiley, Lauren Twibell, Venus Vincent, Jasmine Wagner, Levi Wagoner, Haley Webb, Kenji Wheatley, Alvia Wilcox, Ryan Wilson, Franki Young and Daniel Zavala.

The Dental Van visited for one last time this academic year on June 3. The van was able to provide service to eleven students with critical dental needs.

Two Small Group Communication class groups raised funds for local non-profits – Saving Grace and the Low-Cost Vet. Both groups did very well in terms of monetary donations and items.

### *ETS and Upward Bound – Missy Olson, Director*

#### Educational Talent Search

April and May have been busy with finishing recruiting students for 2012-2013, completing senior exit forms and going over financial aid letters, sending out program surveys, and advising underclassmen on classes for 2013-2014. In addition, the staff took 12 students on a campus tour

of OIT on May 14 and are planning several summer trips to University of Oregon and Oregon State University.

### Upward Bound

Summer planning is near completion. This year's Upward Bound students will be participating in classes on geology (cave exploration), writing and SAT improvement, literature with a focus on Robin Hood, math, debate, and French. To cement the classes with hands on exploration, the program will be tying in trips to the Lava River Cave near Bend, Sunset Bay, the Oregon Caves, and a play at the Oregon Shakespeare Festival. Students begin their summer schedule with a week at camp near Bend, followed by 4-weeks of classes on campus, and a final week with a trip to Southern Oregon, presentations, and a banquet for parents.

### 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:

- TOP planned and carried out three different service projects over the past month.
  1. The first year experience group pulled weeds and planted rhododendrons at Winchester Elementary and also volunteered their time at a school carnival for Eastwood Elementary.
  2. Information dissemination- Alerting students to check their Riverhawk Web self-service banner account to see if there were requirements to complete for financial aid. Students passed out information sheets in campus center for two days from 10-2 pm.
- TOP organized mock interviews for all students that were selected to participate in an interview for the Ford Scholarships (Scholars, Restart, and Opportunity). UCC had 13 total students selected, 10 of which are TOP students. There were a total of 15 different UCC staff/ faculty that volunteered to be interviewers. The students are anxiously awaiting to hear the results. It is an honor to be selected to interview for the scholarships. The students selected for an interview represent only a small percentage of the actual number of students that apply.
- For the 2013-14 academic year 31 TOP students were award scholarships through the foundation. The total sum of money awarded to TOP students is \$64,750. This equates to 28% of TOP students receiving scholarships that will be enrolled in classes here next year.
- Thursday, May 23<sup>rd</sup> TOP students that made the President's list where invited to a special luncheon with Dr. Joe, Dr. Moore, and Dr. Kelly. The students were very happy to be honored and congratulated for their hard work and dedication to their education.



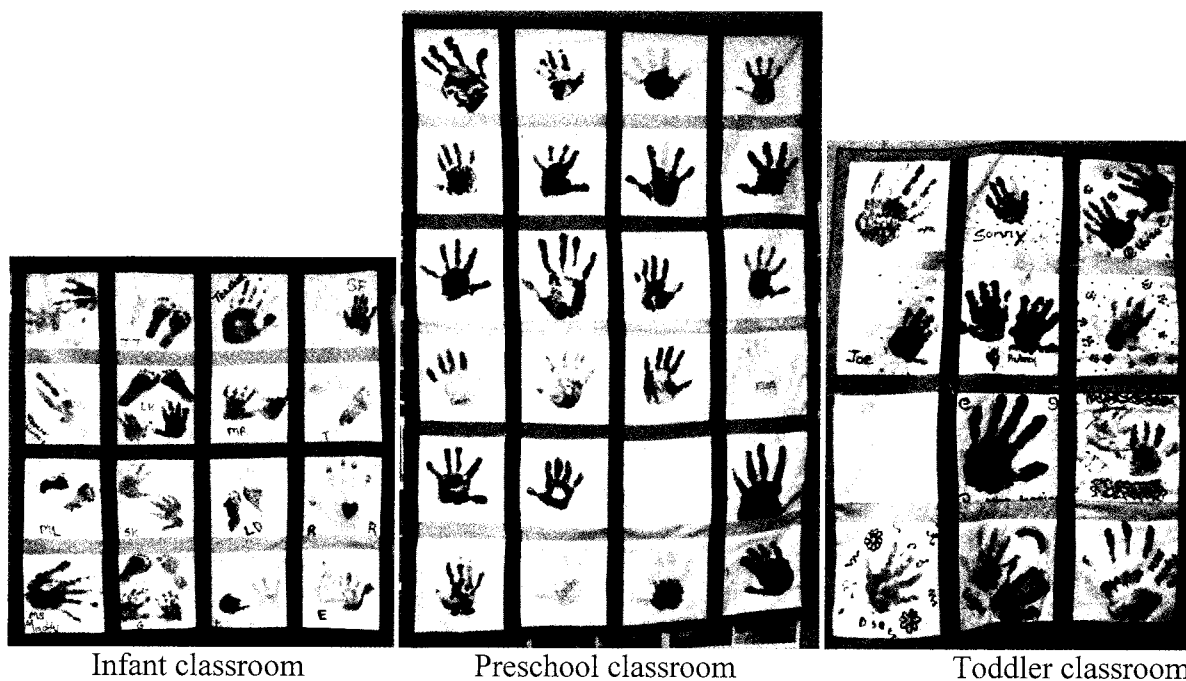
Ford Childhood Enrichment Center – Ronda Stearns, Director

Nothing beats those misty May morning walks here at the Ford Childhood Enrichment Center. We find ourselves marveling in the wonder the UCC campus holds. While out walking this month we found a geocache, many spotted cows, holes, and the biggest bucket of water we've ever seen (AKA the water tower). Our campus is full of discoveries!

One of our most recent discoveries is our ability to scratch bake. The 3-5 year olds decided they needed to bake a pie now that fruit is coming in to season. They collected recipes and came up with their own variety, Bluepple. Bluepple pie is what happens when half the group wants blueberry and the other half wants apple and neither is willing to acquiesce. The result is a combination of the two that was different, but delicious all that same.

Another discovery was the hidden talents of one of our dads. Our fire crib was missing some hardware. All those monthly fire drills put some mileage on the crib. Ian Fisher to the rescue! He took some hardware home with him and cut down the replacement hardware to fit the crib! Now we have the needed equipment for a safe, timely fire escape. Thank you, Ian!

Our last discovery for May was realizing how much we like doing for others. The children made quilt squares featuring their handprints. Each classroom then created a quilt with the handprint squares to raffle in exchange for food donations. Raffle tickets were given in exchange for canned food or non-perishable food items. The quilts went to good homes and collected food was donated to Project CANS here on the UCC campus. UCC's youngest students discovered they thoroughly enjoy lending a hand to their adult counterparts here on campus.



Financial Aid – Michelle Bergmann, Director

Financial Aid Applications

5652 - Total applications to date for 2012-13

2695 - Total applications to date for 2013-14

Financial Aid Awards

Disbursements for the 2012-13 award year through 5/28/2013 total over \$12.7 million to 2,695 students in Grants, Loans and Federal Work-Study. This does not include outside sources such as veteran's benefits or UT&E.

- Officially launched SALT on May 08, 2013 with the initial focus on managing delinquency and working with those students in default. A SALT representative came to campus and held a 3 hour meeting to formulate ideas for the big launch to be held in September during in-service. Current students, alumni, faculty and staff received emails making them aware of the SALT program and the many benefits it has to offer.
- We learned during the SALT visit that UCC has the opportunity to “rehabilitate” students currently in default status which could dramatically affect our future cohort default rate. A plan of action is currently underway on how to work with these students.
- The 13/14 financial aid year is in full swing and students are submitting documents daily. There are currently 272 students ready to be awarded. The process of developing Banner to work smarter rather than harder is in its final stages and we expect to be awarding very soon.
- Provided five faculty presentations, attended a faculty forum, presented at EC and CC to keep faculty apprised of UCC's Cohort Default Rate and to create awareness of SALT.
- Linda Vellines has provided several 13/14 FALS – Financial Aid Literacy Seminar, on campus presentations including several Saturday presentation in conjunction with the Advising and Career Centers NSO – New Student Orientation. Revisions to the 13/14 online FALS seminar are nearing completion and the online version is now available to students.
- Continued weekly meetings with IT.

Recruiting Department – Richard Robles, Recruiter

The Recruiting office hosted and organized events on campus during the month of May that brought over 200 students to campus. These students were comprised of 7<sup>th</sup> and 8<sup>th</sup> grade students from Coffenberry, Canyonville, and Myrtle Point Middle Schools and high school students from Days Creek Charter School. Highlighted programs during the visits included Culinary Arts, Automotive technologies, Allied Health, Computer Information Systems, Science, and Fine Arts. The Recruiter also spoke to students at North Douglas and Willamette High Schools during classroom visits and College Knowledge Night presentations. Below is an overview of the year highlighting schools and numbers of students participating on and off campus.

### High Schools

<u>UCC Campus Visits – (month, # of Students)</u>	<u>Off-campus Visits - (month, # of Students)</u>
Sutherlin 12 <sup>th</sup> – October, 115	Roseburg 12 <sup>th</sup> – October, 45
Roseburg Resource – October, 12	Sutherlin 9 <sup>th</sup> & 10 <sup>th</sup> – October, 200
Yoncalla 11 <sup>th</sup> & 12 <sup>th</sup> – November, 35	Sutherlin 12 <sup>th</sup> – January, 120
Upward Bound (RHS, SUHS, DHS, Riddle) – Feb, 42	Roseburg 12 <sup>th</sup> – January, 35
Glide 11 <sup>th</sup> – February, 30	South Umpqua 12 <sup>th</sup> – February, 100
Coquille Talent Search 11 <sup>th</sup> & 12 <sup>th</sup> - March, 45	Sutherlin 12 <sup>th</sup> – April, 35
UVC 11 <sup>th</sup> & 12 <sup>th</sup> – March, 40	Glendale 11 <sup>th</sup> & 12 <sup>th</sup> – April, 30
Oakland 12 <sup>th</sup> – April, 41	Willamette College Night – May, 50
Roseburg Resource – April, 15	<u>North Douglas HS – May, 25</u>
Days Creek Charter 11 <sup>th</sup> – May, 25	Total # of students: 640

### Middle Schools

Powers/Coquille Gear Up – November, 25  
 Camas Valley – March, 28  
 Joseph Lane 6<sup>th</sup> Grade – April, 240  
 Myrtle Point 7<sup>th</sup> & 8<sup>th</sup> grades – May, 85  
 Coffenberry/Canyonville 7<sup>th</sup> grade – May, 130

Total High School Students on Campus: 400\*

Total Middle School Students on Campus: 508

\*number does not include individual campus tours or visits and events not organized through the Recruitment office.

### ADMINISTRATIVE SERVICES

#### Purchasing – Linda Spaccarotelli, Purchasing Manager

- Sold two vehicles for the Auto Shop by sealed auction, made \$951.00 for the Foundation Scholarships.
- Worked with many architectural firms on the Campus Master Plan Update RFP. We had 4 respondents to the RFP. We held interviews and chose a firm to negotiate for a contract.

#### Budget Office – Rebecca Redell, Director

The External Budget Committee approved the budget on April 24<sup>th</sup> with the caveat that should we receive additional funding from the State, we put some of it aside for deferred maintenance.

Work has started on the account reviews for year end. We also are continuing to monitor the *budget to actual* numbers to ensure that we stay within the budgeted amounts.

I would like to welcome our new part time grant accountant, John Markovich. He comes to us with a wealth of experience and is already proving to be a great asset. Welcome aboard!

Finance – Natalya Brown, Director

The month of May is very busy for the Finance Office as we prepare for the fiscal year- end. Registrations for summer and fall terms have begun as well and cashiers are busy processing payments.

During this month the Finance Office assisted with the following projects:

1. Credit card fees research. Visa, MasterCard, Discover and American Express rates differences and considerations. Credit card terminals review and updates needed.
2. Employee direct deposit travel reimbursement has been launched. The Travel Expense Voucher form has been updated and posted on both HR and Finance Office website: <http://www.umpqua.edu/images/Finance/TravelExpenseVoucher1.pdf>.
3. Direct Deposit form is under review and will be updated and available on the web soon.
4. We continue working with SAIF on policy renewal and research on out-of-state employee coverage.
5. Learning Management Systems presentations and review.
6. Oregon Health Authority and UCC agreement signed.

We continue to monitor legislative updates regarding PERS reform, healthcare reform and budget.

Vice President – Lynn Moore, Ph.D.

As many of you know, this is my final Board Report as the Vice President for Administrative Services and Student Services at UCC. It has truly been a privilege and an honor to serve the Board, students, faculty, staff, administrators, and all associated community members of this wonderful college for the past five years.

As the standing, longest serving senior administrator at UCC, I am confident that I am leaving this college in the care of a loving and dedicated president, faculty, and staff. I know that I am leaving a budget and financing process that is more transparent and collaborative, an operational structure and process that provides for less opportunity for silo-ism, and an overall campus culture that places *student success* above all else.

*Thank you* all for the friendship and support you have extended to Eddie and me. I wish you the very best as you continue serving each other, our local and state communities, and our wonderful students.

*Think of me everytime someone has the daunting task of washing the Riverhawk suit! Lynn*

**Board Report – June 12, 2013**  
**Jan Baxter, Human Resources Director**

**Current Job Postings**

**INTERNAL PROMOTIONAL OPPORTUNITIES**

- Full Time Computer Programmer Analyst
  - Now External Also

**FULL TIME**

**Classified**

- DATABASE ADMINISTRATOR SYSTEM ADMINISTRATOR LINUX
  - Open Until Filled
- Full Time Computer Programmer Analyst
  - Open Until Filled
- Full Time Admissions/Records Assistant
  - Closed
    - Interviews have been held by the hiring committee

**Confidential/Exempt**

No openings at this time

**Faculty**

- Full Time Geology Instructor
  - Closed
    - Applications under review by hiring committee
- Nursing Instructor
  - Closes June 17, 2013

**Administrative**

- Director of Business Incubation and Small Business Development
  - Closed May 31, 2013

**PART TIME**

**Classified**

- PT On-Call Custodial
- PT Accommodations Specialist
  - Closed May 15, 2013
    - Position placed on hold

## Faculty

- PT Nursing Clinical Instructor
  - Closed June 10,2013
- PT Machine Shop Instructor
- Closed June 10, 2013
- Language Instructor Pool (French, German, Japanese, Chinese, East Indian)
  - Ongoing Opening
- PT Upward Bound Summer Instructor (Various subjects)

## CURRENT ACTIONS

### Recruitment

- The Human Resources Department continues to move forward on implementation of the NeoGov recruitment software.

### Labor Relations

Negotiations are in progress with full time and part time faculty and classified associations.

### Trainings and Activities

- Banner cross training procedures have been initiated within the Human Resources Department.
- *Asleep at the Switch: Best Practices in Fatigue Management* presented by SAIF was attended by Human Resources Department staff member Kelley Plueard. The fatigue risk management training provided some interesting facts:
  - Zzzz facts
    - 20 hours awake ~ 0.08% blood alcohol level
    - Two hours less sleep/night per week ~ 0.08 % blood alcohol level
    - When fatigue co-exists with other chronic conditions, productivity loss is increased 3x!
- Jan Baxter, Director of UCC Human Resources Department attended a training provided by the Douglas County Chapter of The Society of Human Resource Management (SHRM) titled: *Avoiding Wrongful Discharge Claims and Legislative Update*. It's always reassuring to know that we are up to date in our practices, such as when conducting background checks.
- Human Resources Department member Kelley Plueard was delighted to attend and represent Umpqua Community College at the 2013 Chick-fil-a Leader-cast hosted in Roseburg. *Simply Lead* was the focus for each of the extremely motivating speakers (e.g., Andy Stanley, John C. Maxwell, Sanya Richards-Ross, Dr. Henry Cloud, David Allen, Condoleezza Rice, Jack Welch, and more!). *Simply Lead* presented 3 simple questions to ask yourself regarding your business/service/occupation:
  - What are we doing
  - Why are we doing it?
  - Where do I fit in?

These questions are very applicable to Umpqua Community College and could help greatly with the focus of College's *Achieve the Dream*.

- Jan's "Flash Fiction" entry, "Teenage Zombie Story" won first prize and was reprinted in *The Mainstream*.
- Performance evaluations are still coming in.
- Ongoing meetings regarding in-service training for all staff this fall.
- *End-of Year Party* to honor retirees and long-term employees was held on June 6<sup>th</sup>.
- *Brown Bag Lunch* monthly training for administrators will begin soon.
- "Aloha" month of May, celebrated by Hawaiian wear on Fridays was a great moral booster.
- Jan is looking forward to attending The Oregon Institute for Leadership Development the last week of June. She feels much honored for being chosen for this great opportunity.

Information Technology + Innovation  
June 2013 Board Report  
Lorrie Ranck, Director

With summer term nearly here, the division is focusing on some significant projects to support the campus community.

*Print management (in campus computer labs)*

The Campus Technology Oversight Committee has proposed the implementation of a print management solution to greatly reduce excessive printing in the computer labs. The GoPrint system was implemented in the library as a first step to meter printing and eliminate repeat print jobs. This system will be expanded to other lab spaces this summer.

*UCC Website Redesign*

The sub-committee has been diligently working towards key aspects to website design including the visual layout and a taxonomy for organizing all the information on the site using guiding principles based on the UCC strategic plan.

For more information about the **Website & Social Media sub-committee** (reports to the Campus Technology Oversight Committee) and current projects like UCC website redesign and reviewing Content Management Systems, please visit: <http://www.umpqua.edu/it-division-web-services>

*Learning Management System Review*

Five LMS vendors came to campus the month of May to present their LMS products. The presenters came from Maryland, California and Portland. Each vendor presentation was separated into Teaching and Learning tools and non-Teaching and Learning tools. Many of the LMS Subcommittee and the Faculty Cohort members attended the presentations; presentations were recorded and made available to view in the event someone was not able to attend. The groups will be meeting over the next month to review and discuss the LMS rubric, compare notes, confirm functionality in a LMS test environment (sandbox), gather more information as needed and check references. The next step is to narrow down the list to the top two learning management systems before delving deeper into the review process and opening up review institution-wide.

For more information about the **Learning Management System sub-committee** (reports to the Campus Technology Oversight Committee) and the larger LMS Alliance, please visit: <http://ucclmsalliance.weebly.com/>

*Summer Projects*

- Virtual Desktop Infrastructure (VDI) for computer laboratories
- Switch refresh
- Enterprise wireless upgrade, Phase 1
- Video conferencing system evaluation, planning and implementation
- Begin implementation of security audit recommendations
- Policy and procedure review and development





**BOARD OF  
 DIRECTORS**

Neil Hummel  
*President*

Elaine Cheney  
*Vice President*

Jeff Ackerman

Dick Baltus

Vanessa Becker

Neal Brown

Ronnie Bruce

Jerold Cochran

Renee Coen

Bob Dannenhoffer, MD

Steve Feldkamp

Chris Goodwin

Brent Eichman

Greg Henderson

Scott Henry III

Greg Johnson

Earl Jones

Tom Keel

Don Laird

Danny Lang

Jean Loosley

Tom Nelson

Kathleen Nickel

Mo Nichols

Joseph Olson, ed.D

Alex Palm

Brian Pargeter

Lee Paterson

Alanson Randoi, DDS

Dale Ritter

Bob Ragon

Dave Sabala

Sue Shaffer

Charley Thompson

Liz Watkins

Gary Wayman

Connie Williamson

**EXECUTIVE  
 DIRECTOR**

Dennis O'Neill

**Foundation Director's Report  
 May, 2013**

**General Board Meeting**

The Foundation Board's next General Board meeting will be June 4, 2013 in the Lang Center. This is the Foundation's annual meeting. Board members will be approving the 2013-14 budget and reviewing contracts up for renewal.

**Scholarship Report**

Scholarship season is coming to a close. Students were able to pick up their UCC Foundation Scholarship decision letters May 22<sup>nd</sup> and 23<sup>rd</sup> from the scholarship office. Letters that were not picked up were mailed out May 24, 2013. Students are currently turning in their thank you letters and UCC Foundation Scholarship Information Forms.

244 scholarships totaling \$330,050 were awarded at Decision Day. 159 students received scholarships. All selections were made blindly without the applicants' names showing.

**Grants Report**

A team is completing the Title III Strengthening Institutions grant now, due on June 3<sup>rd</sup>. If awarded, this highly competitive grant will have a significant impact on student success at UCC. The application was updated this year to be aligned with goals for *Achieving the Dream* and the strategic plan, and totals \$2,250,000 over five years. We should hear back from the U.S. Department of Education by the end of September.

Another team is working on the Child Care Access Means Parents in Schools (CCAMPIS) grant, also from the U.S. Department of Education. Like the Title III grant, this was released with only 30 days notice and is due on June 24<sup>th</sup>. This grant is for our child care program, and we are eligible to apply for up to about \$500,000 over four years.

Grant awards are beginning to come in from the Oregon Community Foundation, and we still have a couple more proposals due before the end of the fiscal year. The Foundation's planned giving program will kick off in the fall after summer preparation and goal setting with the Annual and Planned Giving Committee.

June 12, 2013  
UCC Faculty Association President's Report

### **End of the Year**

This is my last report for 2012-13. I wish to express my gratitude for your understanding regarding my health related absences the first half of the year. The college and the association have made significant progress this year in moving toward providing our students with more tools to succeed in their academic attainment. As usual, we all look forward to our graduation ceremony so we can celebrate their accomplishments with them and their families.

### **Bargaining**

Our bargaining team is pleased with the progress we have made. Negotiations continue to be cordial and we are confident that this contract will be the fairest, best contract we have yet seen. We wish to thank Dr. Olson for helping create and engaging in a cooperative and constructive process. We eagerly look forward to the outcome.

### **Space Task Force**

The Office Space Task Force met several times. They analyzed needs, created criteria to look at those needs, and brainstormed possible solutions. They talked with faculty who might be affected by those solutions. Though they report that it is interesting and fun to think about how best to use the spaces we have available to us, their conclusion is that we do not have enough space to adequately meet our needs. The necessary wholesale movements of departments and divisions are not possible given the resources currently available. They will continue to meet and make small adjustments as needed, and support efforts of the board and administration to increase our workspace.

### **Faculty Training Task Force**

The task force has met five times since its inception, twice with faculty, twice with the advising staff, and once with Human Resources. They have input from eight other colleges on faculty handbooks, how they do new faculty orientation, and evaluation/mentoring procedures. We know how other colleges do these things. The task force reviewed the faculty handbook currently available on the UCC website, and found it lacking in that many procedures are not defined. The next step is to ensure the handbook we have is accurate and useful. At all of the other colleges that task falls to the HR department, so they will ask HR to edit the handbook and be sure it includes accurate information about basic procedures such as getting a phone, office key, or email account. Currently those procedures are not clear, so the handbook is not very useful, making it difficult to orient new employees. In addition, they hope to create a shell for faculty orientation for the four new faculty members we will welcome this fall.

The task force has determined that creating that shell and revising the faculty handbook are essential to orienting and training our new faculty, and those should be in place by fall term. In addition to staff, who work over the summer, several faculty have volunteered to work on that over the summer, however they will have to seek funding from the college to compensate them for their time. In addition, the task force intends to

use two days before our contractual start date for faculty training and orientation are, so we will need to find funding to compensate both the task force and new faculty members.

The ultimate outcome, once the administration has put the right pieces in place, will likely be the formation of a committee to provide ongoing advice and support so that by the end of 2013-14 we will have created and piloted a faculty orientation, training, and mentoring procedure. Mary Stinnett and Clay Baumgartner deserve recognition for the work they have done, and they want to thank the literally dozens of faculty and staff who have eagerly contributed to this process. They know what needs to be done, and need administrative action to complete the task. The task force will meet one more time between this writing and the board meeting to decide how to make this happen and to deal with issues of compensation.

### **Faculty Advising Task Force**

Chris Grant, the lead student advisor, is chairing the Faculty Advising Task Force with input from across the campus. The task force met once to delineate how to approach this issue. Currently Chris is working to find models of how other schools address this issue. At our first meeting we found that UCC has different faculty advising needs based on a number of factors. The next steps are to find out which departments and areas need to advise students who enter their programs, and how to structure that process. Over the summer Chris and I will assess the student flow to try to anticipate where the need for faculty advising is the most acute, and where it is most immediate based on student major or program declarations. Following that, we will analyze the labor flow to ensure faculty are assigned advising duties equitably, and those who are overloaded due to the needs of our students will be properly compensated, and those whose loads are less will be assigned other duties. This will become a committee as the process will likely take at least the next year, and likely will be ongoing.

### **Achieving the Dream**

At our last UCCFA Executive Committee meeting the committee endorsed Achieving the Dream. While we have long been all about student success, we look forward to aligning our mission with the AtD goals at our summer Executive Committee retreat. We are all headed the same direction, helping our students succeed, and our executive committee feels that AtD will help us be more efficient and unified with the college in reaching that goal.

### **Finally**

At our last board meeting Director Bell expressed the Board's gratitude for the association taking proactive measures on these issues. I relayed that to our membership at our last open member meeting, and they cheered. They wanted me to thank you and the administration for empowering us to be proactive. In order to make these things work the faculty, administration, and classified staff will all have to be involved.

Some of us will work a bit over the summer, others will return in the fall, rested and ready to dig in and get more done. It has been a productive year, and we look forward to next year being even more so. From the UCC Faculty Association, thank you for the work you do. We'll see you behind the BBQ grill at in service to start the 2013-14 year.

ACEUCC  
Board Report  
June 12, 2013

We just completed voting for Outstanding Classified Employee of the Year, for FT and PT. Announcement will be made at the end-of-year celebration. We'd like to thank Dennis O'Neill and the Foundation for their continued support of this award.

The association will be having an "end-of-year" meeting June 4 – one at noon and one in the evening for the swing shift workers. Elections for Vice-President and Treasurer are under way.

The negotiations committee really appreciates the friendly and open environment – we've had 3 sessions so far.

We are all happy to be part of a campus that celebrates the President's birthday – the surprise party was well attended, although Joe had to take a back seat to Ruby, who made sure you couldn't get in or out of the room without scratching her back or tummy.

Sadly, we had to say good-bye to a friend and colleague. Harry Nuzum passed away after a long illness. Our thoughts and prayers go out to him and his family and to Tina, who works with JOBS. Harry was a major player in the success of the Automotive program here.

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item

Action Item

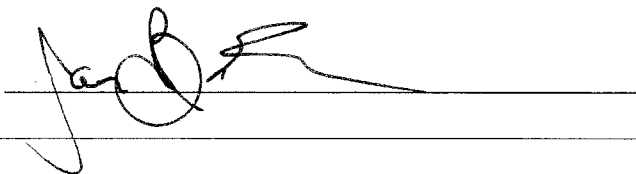
Subject: 2<sup>nd</sup> Reading Proposed Policy Revisions

Date: June 12, 2013

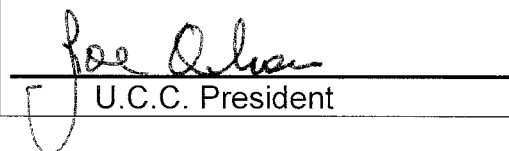
The following policy revisions are now coming to the Board for a second reading.

<u>Policy Number</u>	<u>Policy Title</u>
311	Compensation and Benefits
311.03	Compensation and Benefits – Cell Phones
311.04	Compensation and Benefits – Salary Approval
313.02	Discipline and Discharge
406	Integrated Pest Management

Recommendation by:



Approved for Consideration:

  
 U.C.C. President



## **BOARD POLICY**

**BOARD POLICY SERIES NUMBER: 311**

**TITLE: COMPENSATION AND BENEFITS**

The College Board has final authority for all compensation and benefits for UCC employees.

DATE OF ADOPTION:

DATE(S) OF REVISION(S): 04/05/13

DATE OF LAST REVIEW:06/12/13 By Board



## **BOARD POLICY**

**BOARD POLICY SERIES NUMBER: 311.03**

**TITLE: COMPENSATION AND BENEFITS – CELL PHONES**

When the College requires that an employee carry a cell phone for business purposes, the College will lend a phone to the employee to use, or pay a stipend to the employee to cover business-related expenses for their personal cell phone.

DATE OF ADOPTION: 06/12/13  
DATE(S) OF REVISION(S):  
DATE OF LAST REVIEW: 06/12/13 By Board



## BOARD POLICY

**BOARD POLICY SERIES NUMBER: 311.04**

**TITLE: COMPENSATION AND BENEFITS – SALARY APPROVAL**

### Administrative/Exempt

The College President will recommend to the Board of Trustees the starting salary and benefits for all administrative/exempt personnel, and non-represented employees, based upon the recommendations of the supervisor and the Director of Human Resources.

### Faculty Bargaining Units

The College Board will approve the starting salaries, benefits, and salary advancements for full- and part-time faculty according to provisions of the current faculty collective bargaining agreements.

### Classified Bargaining Unit

The College Board will approve the starting salaries, benefits, and salary advancements for classified employees according to the provisions of the current classified collective bargaining agreement.

Any change in salary status of current employees must be approved by the Human Resources Department prior to employee notification. This includes but is not limited to step advancement, merit, bonus, and salary adjustments.

DATE OF ADOPTION: 06/12/13  
DATE(S) OF REVISION(S):  
DATE OF LAST REVIEW: 06/12/13 By Board





## BOARD POLICY

**BOARD POLICY SERIES NUMBER: 313.02**

**TITLE: DISCIPLINE AND DISCHARGE**

It is UCC's policy to employ individuals who satisfactorily perform their job while adhering to College policies. Supervisors shall make every effort to provide employees with the training and tools necessary to perform their jobs, clearly communicating to employees their job duties, and giving employees regular feedback regarding their performance.

Counseling or discipline may become necessary if an employee's performance or conduct is unsatisfactory. The supervisor shall utilize progressive steps to arrive at resolution. Depending upon the severity of the infraction, steps in the disciplinary process may be omitted. In all forms of discipline, action will be handled in a timely manner.

Employees have the right to utilize due process proceedings. Employees working under a collective bargaining agreement (CBA) shall only utilize the grievance procedures outline in their CBA.

DATE OF ADOPTION:

DATE(S) OF REVISION(S): 04/08/13

DATE OF LAST REVIEW: 06/12/13 By Board



## **BOARD POLICY**

**BOARD POLICY SERIES NUMBER: 406**

**TITLE: INTEGRATED PEST MANAGEMENT**

To ensure the health and safety concerns of student, staff, and community members, the College shall adopt an integrated pest management plan (IPM) which emphasizes the least possible risk to students, staff, and community members and shall adopt a list of low-impact pesticides for use with the IPM plan.

DATE OF ADOPTION: 06/12/13  
DATE(S) OF REVISION(S):  
DATE OF LAST REVIEW: 06/12/13 By Board

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item


Action Item

Subject: Second Reading of the 2013-2018  
 Strategic Plan

Date: June 12, 2013

The Board is requested to approve the second reading of the 2013-2018 Strategic Plan as presented at the May 8, 2013 Board meeting. The Plan is posted on the Institutional Researcher's page on the UCC website ([www.umpqua.edu](http://www.umpqua.edu)).

Recommendation by: Dan Yoder,  
 Director of Institutional Research, Planning  
 and Compliance

  
 \_\_\_\_\_

Approved for Consideration:

  
 \_\_\_\_\_  
 U.C.C. President

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON


Information Item  
 Action Item

Subject:  
Review Draft Oregon Achievement Compact


Date: June 12, 2013

Review Draft Oregon Achievement Compact measures and projected targets for the 2013-14 academic year.

Recommendation by:

  
\_\_\_\_\_

Approved for Consideration:

  
\_\_\_\_\_ U.C.C. President

## **Draft**

Umpqua Community College Achievement Compact Projections for 2013-14.

The following projections are based on a combination of historical data review, projected enrollment declines of 25% for 2012-13, 7% for 2013-14, and forward looking conversations with relevant program directors and department heads, actual and projected enrollment declines at district high schools, as well as a service area population decline in the demographic group normally accessing post-secondary educational services and programs.

**Are students completing their courses of study and earning certificates or degrees?** –GED and Adult High School Diploma’s (AHSD) are projected to stay near the 2012-13 level for 2013-14. The number of College Certificates and Associate degrees are projected to decline for the 2013-14 academic year due to the number of graduates expected in 2012-13 and a continuing enrollment decline. This projection is tied to the dramatic enrollment decrease as the bubble of students enrolled during the 2008/2012 economic recession completing their programs, transfer to 4 year colleges, or find work as well as a decline in the college service area population that typically seeks post-secondary education services. College enrollment is projected to decline below its historical pattern as the local economy stabilizes but does not expand to attract families into its service area.

### **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 between 66% and 68%. A small increase is projected for 2013-14 as student success initiatives come into effect in remedial reading and math during the year.

- 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 7% enrollment decline for 2013-14.
- 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 96% is projected for 2013-14.

**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 2013-14.
- Dual enrolled in OUS schools – Historically this number has been zero as the college has no way of knowing if the student is dual enrolled with another college unless they are splitting their financial aid where they have to pick one college as the lead for that purpose.
- 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 (NSC) spring term of the following academic year with a match rate of about 70%. Since the NSC no longer uses social security numbers 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 7% for 2013-14.

**Underrepresented Students:**

- Data for underrepresented students are often very small numbers. Where the number of students is 6 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 7% for 2013-14.

- Dual Credit is estimated to increase by 5% each year based on increased interest, high school requirement changes, 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). These students may also be Expanded Option students or current high school students that are qualified to enroll in college level courses outside of the Dual Credit structure.
- % of high school students earning a B or better in college level classes (not including Dual Credit) . These students may also be Expanded Option students or current high school students that are qualified to enroll in college level courses outside of the Dual Credit structure.

Umpqua Community College Achievement Compact for 2013-14

<b>Outcome Measures</b>	<b>2011-12 Actual</b>		<b>2012-13 Projected</b>		<b>2013-14 Target</b>	
<b>Are students completing their courses of study and earning certificates and degrees?</b>						
<i>Number of students completing:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
Adult HS diplomas/GEDs	309	N/A	239	N/A	300	62
Certificates/Oregon Transfer Modules	109	73	180	93	160	98
Associate degrees	405	241	385	224	320	202
Transfers to four-year institutions	578	248	319	112	265	93
Programs of study (under development)						
<b>Are students making progress at the college?</b>						
<i>Number ( &amp;/or % where indicated) of students:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
Enrolled Dev. Ed. Writing who complete (%)	67.8%	67.2%	67%	66%	68%	67%
Enrolled in Dev. Ed. Math who complete (%)	67.3%	66.6%	68%	68%	70%	70%
Who earn 15/30 college credits in the year (#)	2,432/ 1,247	1,694/ 928	1809/96 3	1480/836	1900/996	1050/593
Who pass a national licensure exam (#/%)	88.0%	N/A	45/(94%)	N/A	58(96%)	N/A
<b>Are students making connections to and from the college?</b>						
<i>Number of students who:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
Are dual enrolled in Oregon high schools	654	38	674	96	704	101
Are dual enrolled in OUS						
Who transfer to OUS	424	183	282	133	234	110
Employment (under development)						
<b>Local Priorities (Optional for each district)</b>						
<i>Number and/or percentage of students who:</i>	All	Underrepresented	All	Underrepresented	All	Underrepresented
% of Dual Credit enrolled earning a B or better	84%	82%	85%	83%	85%	83%
# of high school students taking college level classes (not including Dual Credit)	289	54	303	56	300	56
% of high school students earning a B or better in college level classes (not including Dual Credit)	48%	98%	49%	98%	51%	76%
<b>What is the level of public investment in the district?</b>						
	<b>2011-12 Actual</b>		<b>2012-13 Projected</b>		<b>2013-14 Target</b>	
<i>State funds</i>	10,625,924		10,149,475			
<i>Local Property tax revenue</i>	3,172,684		3,245,958			
<i>Total state and local operating funds</i>	113,798,608		13,395,433			



Community College Achievement Compact for 2013-14  
For Underrepresented Students 2011-12

Outcome Measures Actual for 2011-12	African- American	Hispanic/ Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
<b>Are students completing their courses of study and earning certificates and degrees?</b>						
<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	*	*	0	0	0	73
Associate degrees	0	13	7	*	0	232
Transfers to four-year institutions	*	21	14	*	0	228
Programs of study (under development)						
<b>Are students making progress at the college?</b>						
<i>Number ( &amp;/or % where indicated) of students:</i>						
Enrolled Dev. Ed. Writing who complete (%)	55.6%	80.0%	83.3%	--	--	66.7%
Enrolled in Dev. Ed. Math who complete (%)	72.2%	64.1%	70.6%	85.7%	0%	66.7%
Who earn 15/30 college credits in the year (#)	21/7	75/37	42/28	*/*	0/0	1,650/909
Who pass a national licensure exam (#/%)	N/A	N/A	N/A	N/A	N/A	N/A
<b>Are students making connections to and from the college?</b>						
<i>Number of students who:</i>						
Are dual enrolled in Oregon high schools	8	20	*	*	0	*
Are dual enrolled in OUS	0	0	0	0	0	0
Who transfer to OUS	*	19	12	*	0	165
Employment (under development)						
<b>Local Priorities (Optional for each district)</b>						
<i>Number and/or percentage of students who:</i>						
% of Dual Credit enrolled earning a B or better	43	78%	82%	80%	82%	84%
# of high school students taking college level classes (not including Dual Credit)	0	20	*	*	14	43
% of high school students earning a B or better in college level classes (not including Dual Credit)	*	57%	*	*	43%	80%

\*Data suppressed (group smaller than 6 students)

Community College Achievement Compact for 2013-14  
For Underrepresented Students 2012-13

Outcome Measures Projected for 2012-13	African-American	Hispanic/Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
<b>Are students completing their courses of study and earning certificates and degrees?</b>						
<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)						
<b>Are students making progress at the college?</b>						
<i>Number ( &amp;/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
<b>Are students making connections to and from the college?</b>						
<i>Number of students who:</i>						
Are dual enrolled in Oregon high schools	*	29	8	*	40	96
Are dual enrolled in OUS						
Who transfer to OUS	*	11	*	*	*	94
Employment (under development)						
<b>Local Priorities (Optional for each district)</b>						
<i>Number and/or percentage of students who:</i>						
% of Dual Credit enrolled earning a B or better	*	72%	71%	66%	79%	84%
# 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)	0	44%	31%	35%	44%	68%

\*Data suppressed (group smaller than 6 students)

Community College Achievement Compact for 2013-14  
For Underrepresented Students 2013-14

Outcome Measures Targets for 2013-14	African- American	Hispanic/ Latino	Native Amer. or Alaskan Native	Pacific Islander	Multi-Racial Multi-Ethnic	Economically Disadvantaged
<b>Are students completing their courses of study and earning certificates and degrees?</b>						
<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	*	15	6	*	8	111
Associate degrees	*	18	*	*	15	190
Transfers to four-year institutions	*	16	*	*	*	123
Programs of study (under development)						
<b>Are students making progress at the college?</b>						
<i>Number ( &amp;/or % where indicated) of students:</i>						
Enrolled Dev. Ed. Writing who complete (%)	15/47%	34/62%	22/77%	0/0%	31/81%	620/67%
Enrolled in Dev. Ed. Math who complete (%)	30/75%	167/68%	86/65%	14/57%	152/63%	2,566/66%
Who earn 15/30 college credits in the year (#)	17/7	131/63	43/26	9/*	107/48	1,754/959
Who pass a national licensure exam (#/%)	N/A	N/A	N/A	N/A	N/A	N/A
<b>Are students making connections to and from the college?</b>						
<i>Number of students who:</i>						
Are dual enrolled in Oregon high schools	0	20	*	*	14	40
Are dual enrolled in OUS	0	0	0	0	0	0
Who transfer to OUS	*	12	*	*	*	95
Employment (under development)						
<b>Local Priorities (Optional for each district)</b>						
<i>Number and/or percentage of students who:</i>						
% of Dual Credit enrolled earning a B or better	*	75%	74%	71%	84%	84%
# of high school students taking college level classes (not including Dual Credit)	0	20	*	*	14	43
% of high school students earning a B or better in college level classes (not including Dual Credit)	0	45%	39%	45%	48%	79%

\*Data suppressed (group smaller than 6 students)

## Community College Compacts: Definitions

Outcome Measures	Definitions
<b>Completion</b> 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"> <li>1. Oregon Transfer Module</li> <li>2. CTE certificates requiring less than a year of course work to more than 2 years of course work</li> <li>3. Certificates associated with apprenticeships</li> <li>4. Career Pathway Certificates of Completion</li> </ol>
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"> <li>1. Associate of Arts Oregon Transfer</li> <li>2. Associate of General Studies</li> <li>3. Associate of Science</li> <li>4. Career and Technical Education Associate of Science</li> <li>5. Career and Technical Education Associate of Applied Science</li> <li>6. Associate of Applied Science: Apprentice</li> </ol>
Transfers to four-year institutions	The total number of students who took courses for credit during the 2010-11 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 2011-12 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.)
<b>Progress</b> 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 2011-12 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 2011-12 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.

<p><b>Connections</b></p>	<p>The total number of students enrolled in dual credit programs, two-plus-two programs, advanced placement programs and International Baccalaureate programs during the 2011-12 academic year.</p> <p>The total number of students was determined as a count of students reported by the associated community college in OCCURS as being "Dual Enrolled".</p> <p>The total number of students who took courses during the 2010-11 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 2011-12 academic year. Calculations were completed on match data with the Oregon University System's database.</p> <p>(Not required in 2013-14)</p>
<p>Are dual enrolled in Oregon high schools</p>	<p>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.</p>
<p>Are dual enrolled in OUS</p>	<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>
<p>Who transfer to OUS</p>	<ol style="list-style-type: none"> <li>1. African American students;</li> <li>2. Hispanic/Latino students;</li> <li>3. Native American or Alaska native students;</li> <li>4. Pacific Islander students;</li> <li>5. Multi-racial or multi-ethnic students; and,</li> <li>6. Economically disadvantaged students based on receipt of Pell Grant.</li> </ol>
<p>Employment (under development)</p>	<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><b>Local Priorities</b></p>	<p>*In accordance with federal regulations, cell sizes fewer than six are suppressed</p>
<p><b>Underrepresented student population</b></p>	

11/30/2012

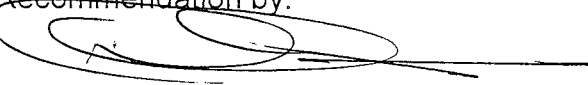
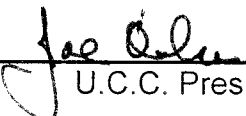
BOARD OF DIRECTORS UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON		_____ Information Item  <input checked="" type="checkbox"/> Action Item
--------------------------------------------------------------------------	--	-------------------------------------------------------------------------------

Subject: Naming Proposal for College Facilities	Date: June 12, 2013
----------------------------------------------------	---------------------

When Umpqua Community College opened its first phase of campus buildings in 1970, the buildings on campus had utilitarian names such as “the Science Building”, “the Physical Education Building” and “the Student Services Center”. Subsequently the Board of Trustees decided to name some of the buildings for people connected with the founding of the college such as “Wayne Crooch Hall”, “Snyder Hall” and “Jackson Hall”. In time those who had provided significant funding support for the college had buildings or facilities named for them such as “the Whipple Fine Arts Building”, “the V. Dean Swanson Amphitheater” and more recently, “the Danny Lang Teaching, Learning and Event Center”.

The upcoming 2013-14 academic year is a celebration of the 50<sup>th</sup> anniversary of the founding of Umpqua Community College. It is befitting that the Board of Trustees recognize the long and distinguished service provided by the following individuals to Umpqua Community College:

- Delbert (Del) Blanchard
- Vernon (Tom) Keel
- LaVerne D. Murphy

Recommendation by:  <hr/> Executive Director, UCC Foundation	Approved for Consideration:  <hr/> U.C.C. President
-------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------

## **Naming Proposal for College Facilities**

When Umpqua Community College opened its first phase of campus buildings in 1970, the buildings on campus had utilitarian names such as the “Science Building”, the “Physical Education Building” and the “Student Services Center”. Subsequently the Board of Trustees decided to name some of the buildings for people connected with the founding of the college such as “Wayne Crooch Hall”, “Snyder Hall” and “Jackson Hall”. In time those who had provided significant funding support for the college had buildings or facilities named for them such as the “Whipple Fine Arts Building”, the “V. Dean Swanson Amphitheater” and more recently, the “Danny Lang Teaching, Learning and Event Center”.

The upcoming 2013-14 academic year is a celebration of the 50<sup>th</sup> anniversary of the founding of Umpqua Community College. It is befitting that the Board of Trustees recognize the long and distinguished service provided by the following individuals to Umpqua Community College:

### **DELBERT (DEL) BLANCHARD**

Del Blanchard served on the Umpqua Community College Board of Trustees from 1977 to 2009.

In 1993 Del established the “Del Blanchard Charitable Remainder Trust” which provides funds for the “Del Blanchard Family Endowment” for students at UCC who are re-entering the workforce with preference given to Veterans.

In 1995 Del established the “Del & Evelyn Blanchard Endowment” for students from South County at UCC who are working on GEDs or high school completion.

**Recommendation:** Renaming the “Administration Office” to the “Del Blanchard Administration Building”.

### **VERNON (TOM) KEEL**

Tom Keel began his first term as a trustee for Umpqua Community College in 1975. He was the youngest member of the Board. When he retired from the Board in June 2011, at the age of 75, he was the oldest and the longest-serving community college trustee in Oregon, both past and present. Tom served 36 years on the Umpqua Community College Board of Trustees.

For many years, Tom could be found working out in the Physical Fitness Center with staff and students who admired and respected him.

**Recommendation:** Rename the “Physical Fitness Center” to the “Tom Keel Center for Physical Fitness”.

### **LAVERNE D. MURPHY**

LaVerne Murphy was acknowledged statewide for his leadership in education. He served on the Umpqua School Board from 1950 to 1968 and the Douglas County School Reorganization Committee from 1957 – 1962.

LaVerne helped organize and lead the campaign to establish Umpqua Community College from 1962-1964. In 1964, UCC was founded and LaVerne served on the UCC Budget Committee from 1964 – 2011. LaVerne simultaneously served on the Douglas Education Service District Board (ESD) from 1976 – 2001.

LaVerne Murphy’s lifetime commitment to educational needs of the youth and adults was enduring and remarkable.

**Recommendation:** Rename the “Student Services Center” to the “LaVerne D. Murphy Center for Student Development”.

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item  
 Action Item

Subject: 1<sup>st</sup> Reading Proposed Policy Revision

Date: June 9, 2013

The following policy revision has been reviewed by College Council and is now coming to the Board for approval.

<u>Policy #</u>	<u>Policy Title</u>
309	Communicable Disease

Recommendation by: Jan Baxter, PhD, SPHR  
 Human Resources Director

Approved for Consideration:

  
 \_\_\_\_\_  
 U.C.C. President



## Policy Revision – Human Resource

**POL#309: Communicable Disease**

03/26/2013

Current Policy	Proposed Policy
<p><b>309 COMMUNICABLE DISEASE</b></p> <p>Umpqua Community College is committed to providing a healthful environment for all students, employees, and college visitors. In fulfilling that commitment, the Board shall continue to seek the guidance of appropriate medical, legal and governmental authorities.</p> <p>UCC shall follow the guidelines promulgated by the Oregon State Health Division, and Douglas County Health Department, and OR-OSHA to prevent the spread of disease in the college setting.</p> <p>Employees or students in need of self-administered injections or blood testing must do so off campus if at all possible; and must retain and dispose of materials at home.</p> <p>Actions taken with respect to students, employees, and visitors shall be consistent with rights afforded individuals under state and federal statutory, regulatory and constitutional provisions.</p> <p>UCC does not discriminate against persons who have a communicable disease.</p> <p>The College's intent will be to return the student or employee to his/her regular assignment or classes upon receiving assurance from a physician or public health official that the individual does not pose a health risk to students or employees in the work setting, or visitors to the college if proper procedures are followed. The President will assign administrators to institute those procedures prescribed by the physician or public health official. An alternative assignment will be considered if the student or staff member is not returned to his/her regular assignment.</p> <p>Employees must provide UCC with their HIV test information before UCC will provide reasonable accommodation on the basis of a physical impairment consisting of the HIV infection.</p> <p>The College President shall be responsible for determining the information to be disseminated to staff, parents and the community when a communicable disease is identified or suspected in the college setting.</p> <p>The Board directs the President to develop administrative rules relative to communicable disease.</p>	<p>UCC shall take action involving persons who have communicable diseases based on current and well-informed medical judgments concerning the disease, the risks of transmitting the illness to others, the symptoms and special circumstances of each individual who has a communicable disease, and a careful weighting of the identified risks and the available alternative for responding to the person with a communicable disease.</p>

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Informational Item

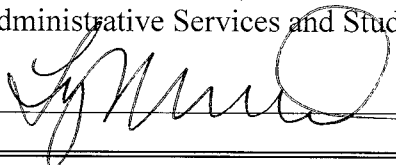
Action Item

Subject:  
 Resolution #6, Approval to Spend Funds

Date: 6/12/13

This is a resolution to increase appropriations in the Special Revenue Fund – Grants and Contracts. Pete Bober was awarded \$12,598 for State Broadband Delivery Services from the Oregon Small Business Development Center, and \$5,000 for the Oregon Trails Summit planning event.

Recommended by: Lynn Moore, Vice President for  
 Administrative Services and Student Development



Approved for Consideration:

  
 U.C.C. President

UMPQUA COMMUNITY COLLEGE  
Resolution No. 6 - FY 12-13  
Approval to Spend Funds

WHEREAS, Umpqua Community College has been awarded \$12,598 from the Oregon Small Business Development Center to provide State Broadband Data Delivery services and resources and \$5,000 from CCWD for the Oregon Trails Summit planning event, and ;

WHEREAS, funds have been awarded, which could not have been anticipated in the budget process, and;

WHEREAS, the provisions of ORS 294.326 (3) allow for the expenditure of specific purpose grants in the year of receipts;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby adopts this resolution for the grant expenditures of \$17,598 for the implementation of these projects.

SPECIAL REVENUE FUND - GRANTS AND CONTRACTS

	12-13 Budget Through Resolution 5	Adjustment	12-13 Budget Through Resolution 6
REVENUES:	\$ 4,796,690	\$ 17,598	\$ 4,814,288
EXPENDITURES:			
Instruction	\$ 2,627,363	\$ 12,598	\$ 2,639,961
Instruction Support	601,123	\$ 5,000	606,123
Student Services	1,508,204		1,508,204
Community Services	60,000		60,000
TOTAL	<u>\$ 4,796,690</u>	<u>\$ 17,598</u>	<u>\$ 4,814,288</u>

ADOPTED this 12th day of June, 2013

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Chairman of the Board

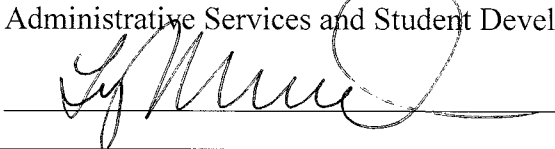
BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

Informational Item  
 Action Item


Subject: Resolution #7, Establishing Clerk, Deputy Clerk, and Budget Officer	Date: June 12, 2013
------------------------------------------------------------------------------------	---------------------

Board approval is requested to designate Dr. Joe Olson as the Clerk of the Board and Rebecca Redell as the Deputy Clerk and Budget Officer for the 2013-14 fiscal year.

Recommended by: Lynn Moore, Vice President for  
Administrative Services and Student Development



Approved for Consideration:



U.C.C. President

UMPQUA COMMUNITY COLLEGE  
Resolution No. 7 - FY 12-13  
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,
- 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 2013-2014, and;
- BE IT FURTHER RESOLVED, that Rebecca Redell be and is hereby designated as Deputy Clerk and Budget Officer for Umpqua Community College for the fiscal year 2013-2014.

ADOPTED this 12th day of June, 2013

UMPQUA COMMUNITY COLLEGE BOARD OF DIRECTORS  
DOUGLAS COUNTY, OREGON

---

Clerk of the Board

---

Chairman of the Board

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Informational Item

Action Item

Subject:  
 Resolution #8, Interfund Borrowing for Fiscal Year  
 2013-14

Date: June 12, 2013

Board approval is requested to permit short term use of funds belonging to one fund by another fund for the 2013-14 fiscal year. By the end of the fiscal year all accounts are to be in a positive cash position.

Recommended by: Lynn Moore, Vice President for  
 Administrative Services and Student Development

  
 \_\_\_\_\_

Approved for Consideration:

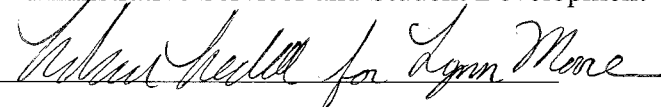

  
 \_\_\_\_\_  
 U.C.C. President

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

Informational Item  
 Action Item

Subject: Resolution #9, Adopting the Budget	Date: June 12, 2013
------------------------------------------------	---------------------

The Board is requested to adopt the budget for the 2013-14 year as presented.

Recommended by: Lynn Moore, Vice President for Administrative Services and Student Development 	Approved for Consideration:  U.C.C. President
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------

**UMPQUA COMMUNITY COLLEGE  
RESOLUTION NO. 9**

**ADOPTING THE BUDGET**

BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby adopts the budget for the fiscal year 2013-2014 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, 2013, and for the purposes shown below are hereby appropriated:

SUMMARY OF THE PROPOSED BUDGET 2013-14

<b>GENERAL FUND</b>		<b>CAPITAL PROJECTS FUND</b>	
Instruction	8,846,580	Facilities Acquisition/ Construction	19,562,000
Instruction Support	1,891,399	Transfers	100
Student Services	1,973,376	<b>Total</b>	<b>19,562,100</b>
College Support Services	7,558,506		
Financial Aid	501,124	<b>DEBT SERVICE FUND</b>	
Transfers	2,079,805	Debt Service	1,211,352
Contingencies	1,827,423	Contingencies	-
Unappropriated End. Fund Balance	1,058,462	Unappropriated End. Fund Balance	2,293,868
<b>Total</b>	<b>25,736,675</b>	<b>Total</b>	<b>3,505,220</b>
<b>Special Revenue Fund</b>		<b>INSURANCE FUND</b>	
<b>GRANTS &amp; CONTRACTS</b>		College Support Services	466,800
Instruction	2,073,671	Contingencies	70,000
Instruction Support	348,265	<b>Total</b>	<b>536,800</b>
Community Services	60,000		
Student Services	1,701,247	<b>ENTERPRISE FUND</b>	
<b>Total</b>	<b>4,183,183</b>	Student Services	3,966,610
		Transfers	250,000
<b>Special Revenue Fund</b>		Contingencies	200,000
<b>ADMINISTRATIVELY RESTRICTED</b>		Unappropriated End. Fund Balance	-
Instruction	1,996,035	<b>Total</b>	<b>4,416,610</b>
Instruction Support	680,164		
Community Services	108,600	<b>INTERNAL SERVICE FUND</b>	
Student Services	1,442,401	College Support Services	236,500
College Support Services	295,620	Transfers	-
Transfers	10,000	Contingencies	-
Contingencies	27,965	Unappropriated End. Fund Balance	-
<b>Total</b>	<b>4,560,785</b>	<b>Total</b>	<b>236,500</b>
<b>FINANCIAL AID FUND</b>		<b>AGENCY FUND</b>	
Student Loans and Financial Aid	43,705,256	Student Services	107,671
<b>Total</b>	<b>43,705,256</b>	Contingencies	382
		Unappropriated End. Fund Balance	-
		<b>Total</b>	<b>108,053</b>
		<b>TOTAL ALL FUNDS</b>	<b>103,198,852</b>
		<b>Unappropriated End. Fund Balance</b>	<b>3,352,330</b>
		<b>TOTAL PROPOSED BUDGET</b>	<b>\$ 106,551,182</b>

**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 2013-2014 upon the assessed value of all taxable property within the district as follows:

**Categorizing the Tax**

<b>Education Limitation</b>		<b>Excluded from Limitation</b>
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 12TH DAY OF JUNE 2013.

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: President's Evaluation

Date: June 12, 2013

An Executive Session, as per ORS 192.660(1)(i) President's Evaluation, was held prior to the current Board meeting as part of the process for conducting an evaluation of President Olson.

Recommendation by:

Approved for Consideration:

\_\_\_\_\_

\_\_\_\_\_  
 U.C.C. President