

## 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 2013-14

- Enhance the relationship between the UCC Foundation and the UCC Board of Trustees
- Improve external communication and promotion of the college
- Evaluate and adopt Facility Master Plan including advocacy for state match opportunities
- Assist staff in creating a useful dashboard for monthly meetings
- Continue to monitor political/legislative actions and advocate for UCC

**VOL. XLVIII, No. 11 BOARD OF TRUSTEES MEETING 7:00 P.M. Board Room, JUNE 11, 2014**  
**Work Session: Master Plan and Strategic Plan, 5:30 P.M.**  
**Executive Session per ORS 192.660(1)(i) Board Room, following the regular Board meeting**

### REVISED AGENDA

#### MEMBERS:

Elin Miller, Chair \_\_\_\_\_  
Betty Tamm, V. Chair \_\_\_\_\_  
Vanessa Becker \_\_\_\_\_  
Bob Bell \_\_\_\_\_

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

#### ADMINISTRATION:

Joe Olson \_\_\_\_\_  
Roxanne Kelly \_\_\_\_\_  
Rick Aman \_\_\_\_\_

#### I. CALL TO ORDER

Chair Miller

#### II. ATTENDANCE

Chair Miller

#### III. CONSENT AGENDA

pp 1-5

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 Miller

#### 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>INTRODUCTIONS AND PRESENTATION</b>		
	A. Introduction – Oregon Academic Team	Rick Aman	p 6
	B. Introduction – ABSD Success Students	Roxanne Kelly	p 7
	C. Presentation – Sabbatical Update	Jan Woodcock	p 8
<b>VII.</b>	<b>ASUCC REPORT</b>	Sarah Gordon	
<b>VIII.</b>	<b>ACEUCC REPORT</b>	Debbie Hill	
<b>IX.</b>	<b>UCCFA REPORT</b>	Emery Smith	
<b>X.</b>	<b>PRESIDENT’S REPORT</b>	Dr. Olson	pp 9-26
<b>XI.</b>	<b>OCCA REP. REPORT</b>	Dir. Bell	
<b>XII.</b>	<b>OLD BUSINESS</b>		
	A. Master Plan	Joe Olson	p 27
<b>XIII.</b>	<b>NEW BUSINESS</b>		
	A. Achievement Compact Goals	Dan Yoder	pp 28-34
	B. Instructional New Program	Roxanne Kelly	p 35
	C. Resolution #9, Establishing Clerk, Deputy Clerk, And Budget Officer	Rebecca Redell	pp 36-37
	D. Resolution #10, Interfund Borrowing for Fiscal Year 2014-2015	Rebecca Redell	p 38
	E. Resolution #11, Adopting the Budget	Rebecca Redell	pp 39-40
	F. Resolution #12, Approval to Spend Funds	Rebecca Redell	pp 41-42
	G. Retirement Requests	Rebecca Redell	pp 43-45
	H. Budget Committee Appointments	Board of Trustees	p 46
<b>XIV.</b>	<b>ORGANIZATION</b>		
	A. Election of Chair for 2014-15		
	B. Election of Vice Chair for 2014-15		
	C. Election of OCCA Representative for 2014-15		
<b>XV.</b>	<b>President’s Evaluation</b>	Dir. Tamm	p 47
<b>XVI.</b>	<b>BOARD COMMENTS</b>	Chair Miller	
<b>XVII.</b>	<b>ADJOURNMENT</b>	Chair Miller	

**IMPORTANT DATES:**

- ABSD Graduation, Thursday, June 13, 7:00 p.m., Lang Center; Board meets at 6:30 pm in Lang Library.
- Friday, June 14, Nursing Pinning Ceremony, 10:00 a.m., Jacoby Auditorium
- Commencement, Friday, June 14, 6:00 p.m., Swanson Amphitheater
- Friday, July 18, UCC Foundation Golf Tournament, Myrtle Creek Golf Course

**NEXT BOARD MEETING:**

- Wednesday, September 10, 2014, 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

  X   Action Item

Subject: Consent Agenda

Date: June 11, 2014

Recommendation:

Recommend approval of:

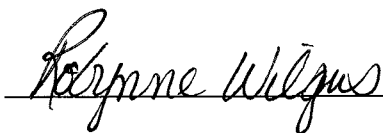
Minutes of College Board Meeting of May 14, 2014

pp 1-4

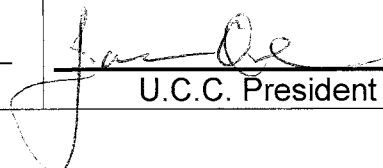
Personnel Actions

p 5

Recommendation by:

  
\_\_\_\_\_

Approved for Consideration:

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

**UMPQUA COMMUNITY COLLEGE  
BOARD MINUTES  
May 14, 2014**

The Umpqua Community College Board of Trustees met Wednesday, May 14, 2014, in the UCC Administration Building, Roseburg, Oregon. Board Chair Miller called the meeting to order at 7:26 p.m. and the pledge of allegiance was given.

**Directors present:**

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

**Others present:**

Joe Olson	Jason Aase	Anthony Da Costa	Debbie Hill
Robynne Wilgus	Ali Mageehon	Lee Salter	Steve Kelley
Roxanne Kelly	Kevin Miller	Ronda Stearns	Lisa Fields
Rebecca Redell	Josette Erdell	Sarah Gordon	
Rick Aman	Charles Martin	Jesse Morrow	

Chair Miller began the meeting by thanking everyone for their patience with the Board meeting's late start as the Board members were attending the Umpqua Scholars Reception at the Lang Center.

**Consent Agenda:**

- A. Board Minutes of April 9, 2014
- B. Budget Meeting Minutes of April 23, 2014
- C. Personnel Actions

**Motion:** I move for approval of the consent agenda as mailed out. Motion by Dir. Bell, seconded by Dir. Yetter and carried unanimously. Robynne Wilgus later added a contract for Carol McGeehon who will begin her position on June 23, 2014. The Board accepted this inclusion to the consent agenda.

**Citizen Comments**

Kevin Miller, Superintendent of Winston Dillard School District, thanked the Board for the Umpqua Scholars Program which provides college education opportunities to many students. Dr. Olson is wonderful and his effort of keeping in touch with local superintendents is appreciated.

**Introductions and Presentation**

Students involved in the Skills USA state competition were introduced. UCC contestants included four participants in automotive, two bakers, and one in technical drafting. The students were congratulated. The Oregon Academic Team Student Scholars were unable to attend the Board meeting.

Ali Mageehon, Dean of Academic Support, reviewed the accreditation process and status; a handout was provided. The next accreditation visit will be in the fall of 2015 and will cover the year seven report because of being on a compressed cycle. The Accreditation Committee has been working steadily in revising the

**College Board Minutes**  
**May 14, 2014**

indicators and objectives; indicators have been narrowed down from 61 to 27 across the five core themes. Dan Yoder has provided baseline data for the indicators which are about continuous improvement, how the college can make students more successful, and using data to get to the success points. The new piece of the year seven report will be reporting on standard three: planning and implementation; standard four: effectiveness and improvement; and standard five: mission fulfillment, adaptation, and sustainability. The committee has been working on a dashboard to have data for everyone to see if the college is on target. There is an expectation that planning be tied to the core themes. An acceptable threshold for the mission fulfillment needs to be Board driven. A fall work session was requested to review thresholds. Also, there will be a response to the three previous recommendations. After the year seven report the college will begin on the normal cycle with year one. Upon questioning from Dir. Bell, Ms. Mageehon clarified that sustainability is focused on the mission of the college in the immediate future of providing a path for student success. Roxanne Kelly added the College has been in touch with the Commission for guidance; colleges are struggling with the same thing and we're learning together. Dir. Bell emphasized the importance of making the accreditation visit a success.

**ASUCC Report**

Sarah Gordon, ASUCC President, announced ASUCC's allocation of \$38,600 for campus enrichment projects. The funds will go towards an indoor rock climbing wall, picnic tables for the campus, benches at the Woolley Center, a scoring table for the gym, and the pending start up of athletic programs. Student activities were reviewed including the upcoming elections on May 20 & 21.

**ACEUCC Report**

Nominations for the Outstanding Classified Employee are proceeding. The association will have elections for the President and Secretary positions. Health care negotiations will be happening soon.

**UCCFA Report** – There was no report from UCCFA.

**President's Report**

The Higher Education Coordination Commission's (HECC) organizational chart was reviewed. The community college presidents have been discussing the role of HECC and what will happen to OEIB. The upcoming legislative session will be fast and furious. The OCCA budget has been increased to pay for additional staff attention to the legislative changes and restructuring of higher education. Five schools visited the UCC campus this week. Dr. Olson said this is a reflection of the increased effort of Rick Aman and his staff in building relationships with local middle and high schools. Susan Taylor, Director of Grants & Planned Giving, received a Fulbright scholarship. This is a tremendous "feather in the cap" for Ms. Taylor and also for UCC. The Governor is scheduled to be in Roseburg on May 27. Dr. Olson read a letter from Michael Lasher, Douglas ESD Superintendent, sent on the behalf of all Douglas County superintendents thanking UCC for the Umpqua Scholars program; the letter is attached to the permanent minutes. Lee Salter, Director of Community Relations, talked about the grand reopening of the pool on May 17; special activities are planned. Ms. Salter showed the new Riverhawk logo and explained positive feedback has been received at the many previews. The old logo will slowly transition out.

### **OCCA Report**

Following up with the HECC organization chart, Dir. Bell mentioned it contained 114 positions and most were grandfathered into the chart; 59 of the positions relate to community colleges. The clock is ticking with the 40/40/20 initiative. According to data, state funding for community colleges is inadequate to reach the middle 40 goal and hasn't been adequate for years. The State of Oregon is now 47<sup>th</sup> in the country's educational funding. The level of funding with more HECC demands for results is not a sustainable equation. The college's only defense is to invest as much as possible into student success outcomes.

### **OLD BUSINESS**

Rebecca Redell, Chief Financial Officer, presented the second reading to change the tuition increase proposal which was approved by the Board on May 8, 2013: per credit tuition was increased to \$85 effective summer 2013. As approved, UCC will not increase the tuition to the minimal annual increase linked to the consumer price index for the 2014-2015 calendar year.

**Motion:** I move for approval of the tuition proposal as presented. Motion by Dir. Tamm, seconded by Dir. Yetter and carried unanimously.

### **NEW BUSINESS**

Chair Miller expressed concern regarding Mahlum's Master Plan draft for UCC with having options rather than a specific plan. Dir. Tamm was in agreement adding her desire to have a presentation of a final plan. In the course of discussion Ms. Redell mentioned a request the college received from the state for a list of deferred maintenance projects; this request allowed two days for response time. The projects considered options within the proposed Master Plan draft: 1. renovating the campus center, library and one-stop areas; and, 2. HVAC replacement. It is hoped to receive funding from lottery bonds for the 2015-17 year. Chair Miller requested to hold off on the Master Plan at the current meeting and ask Mahlum to come to the next Board meeting and address specific questions.

Roxanne Kelly, Vice President of Instruction, requested suspension of the Aviation Program beginning the summer of 2014; she explained program deficiencies have been found. The college will teach out the currently enrolled students. The program will be revised to be veteran and financial aid approved.

**Motion:** I move for approval of the instructional suspended program as presented. Motion by Dir. Yetter, seconded by Dir. Becker and carried unanimously.

Ms. Redell presented a consumer price index recommendation. After careful consideration it is recommended for the Board to approve the use of the Western Consumer Price Index (WCPI) for the annual tuition adjustment related to CPI.

**Motion:** I move for approval of the consumer price index as presented. Motion by Dir. Becker, seconded by Dir. Bell and carried unanimously.

### **Resolution No. 8 – Approval to Spend Funds**

Ms. Redell presented Resolution #8 (attached to permanent Board minutes) to increase appropriations in the Special Revenue Fund – Grants and Contracts. Douglas County Partners for Student Success was awarded \$40,000 from the Oregon Education Investment Board to develop a Declaration of Cooperation for the Regional Achievement Collaborative. In addition, Joan Campbell was awarded \$10,180 to improve writing alignment between secondary and postsecondary education from a State of Oregon Lumina grant.

**Motion:** I move for approval of Res. No. 8 – Approval to Spend Funds of \$50,180, as presented.  
Motion by Dir. Weikum, seconded by Dir. Rice and carried unanimously.

Ms. Redell recommended Board approval of the request for retirement (attached to permanent Board minutes) from Cathy Vaughn, Bookstore Manager. Her last day of service to UCC will be June 30, 2015. Ms. Vaughn started at UCC part-time in August 1990 and became full-time on April 1, 1991.

**Motion:** I move for approval of the retirement request as presented. Motion by Dir. Bell, seconded by Dir. Weikum and carried unanimously.

Dir. Tamm said the President's evaluation is something done every spring. The Board met yesterday and finished the evaluation however the summary isn't yet complete. The evaluation will be carried to the next Board agenda.

#### **Board Comments**

- Dir. Tamm reiterated how Susan Taylor's Fulbright recommendation is quite an honor for community colleges.
- Dr. Olson was happy to see so many students at the Umpqua Scholars reception who wouldn't previously be going to college or UCC; this is a fight against poverty. Robynne will send information to the Board about the upcoming Bridges Out of Poverty seminar. Dr. Tamm shared a client's success which is attributed to affordable housing and education.
- Small rural community college attainments are popping up in competition with university level students. Dir. Bell said this is wonderful.

Meeting adjourned at 8:37 p.m.

Respectfully submitted,

Approved,

Joe Olson  
Clerk of the Board

Elin D. Miller  
Chair of the Board

Recorded by Robynne Wilgus

Attachments to Permanent Minutes:

Douglas ESD Letter, Res. No. 8, Vaughn Retirement Request



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*Serving Douglas County Since 1964*

TO: UCC Board of Directors  
FROM: Rebecca Redell, Chief Financial Officer  
SUBJECT: Personnel Actions  
DATE: June 11, 2014

**Administrative/Confidential-Except Contract:**

Anya Petersen-Frey, SBDC Director  
Mary Mack, Institutional Researcher

**Full-Time Faculty Contract:**

Joseph Villa, Chemistry Instructor

**Administrative/Confidential-Exempt Separation**



BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

X Information Item

\_\_\_\_ Action Item


Subject: Oregon Academic Team

Date:


June 11, 2014

Dr. Rick Aman and Marjan Coester will introduce the All-Oregon Academic Team Scholars.

Recommendation by:

  
\_\_\_\_\_  
U.C.C. Vice President Student Services

Approved for Consideration:

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

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

  X   Information Item  
       Action Item

Subject: ABSD Success Student

Date: June 11, 2014

Roxanne Kelly and Ali Mageehon will introduce the ABSD success students to the Board of Directors.

Recommendation by:



U.C.C. Vice President/Instructional Services

Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

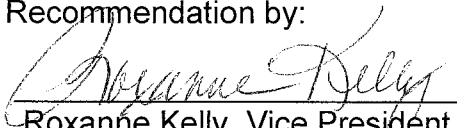
  X   Information Item  
       Action Item

Subject:  
Sabbatical Presentation


Date:  
June 11, 2014

Jan Woodcock, will share her experience and outcomes from her sabbatical leave taken during fall term 2013 and Winter term 2014.

Recommendation by:

  
\_\_\_\_\_  
Roxanne Kelly, Vice President for Instruction

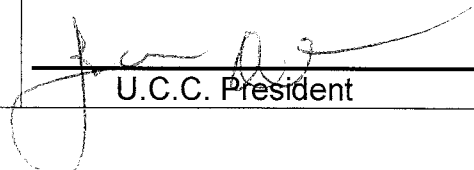
Approved for Consideration:

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

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

  X   Information Item

       Action Item

Subject: Reports	Date: June 11, 2014
ASUCC Report	Sarah Gordon
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 2014 BOARD REPORT

Joe Olson, President

### Significant Meetings

May 12	South Umpqua School District	May 27	Community meeting with Gov. Kitzhaber
May 14	Umpqua Scholars Celebration	May 28	AHS Oversight Committee
May 15	Winston Area Community Partnership		AHS Discussion
May 16	Umpqua Dairy Tour	May 29	Rector Mykhaylo Zagirnyak, Kremenchuk
May 17	Police Reserve Academy Graduation	June 3	Nursing/Dental Open Forum
	Pool Grand Re-Opening		TOP Luncheon
May 20	DCIDB Meeting		McDonalds Preview Party
	Alex Campbell	June 4	Campus Open Forum (two)
	Early Learning Hub		LaVerne Murphy Naming Reception
May 22	Steve Perkins, Sutherlin School Dist. Supt.		
	Golden Apple Awards		

On Tuesday, June 3, I had the opportunity to meet with Nursing and Dental faculty to review plans for the Allied Health, Nursing, and Science building. I found their input to be very encouraging and I look forward to input from our Science department as well. I have found these meetings provide an opportunity to meet with faculty and staff in maintaining open lines of communication for gathering their input so we can best provide a way to meet the needs of our students. Recognizing these building plans are preliminary, we have provided the designs for the Allied Health, Nursing, and Science building to those staff that are most involved in the building project; over the course of the next few weeks the feedback will be provided to Opsis.

Last Thursday I had the opportunity to meet with Ben Cannon who, as you know, is the Executive Director of the HECC. It was a very informal and, at the same time, productive meeting where I had the opportunity to speak on behalf of Umpqua Community College. Mr. Cannon asked very thoughtful questions about the direction of Oregon community colleges and what the impact may be on Umpqua and the citizens of Douglas County. I continue to appreciate his interest in the needs of rural Oregon community colleges and his ability to evaluate what is in the best interest of our students.

Following the meeting with Ben Cannon I had the opportunity to have another very candid conversation with Senator Kruse. I always find my meetings with Senator Kruse to be thoughtful and stimulating. While we do not always share a common philosophical approach I do recognize that we both want to do what is in the best interest of Oregon and Douglas County. I continue to be surprised by how much we have in common. I recognize the difficulties of his job and position and very much admire what he does on behalf of UCC. Following my meeting with Senator Kruse I was able to have a brief meeting with Senator Prozanski. I welcome these opportunities to gather their insights as well as express my opinion on state issues.

On Friday I had the opportunity to meet with Lou Anne Bynum from Long Beach City College. The intent of our meeting was to discuss the potential impact of our Kauffman grant. The extent of their attention

to UCC is difficult to measure; however, it is reflective of our growing national recognition. Kauffman only examines a few schools each year that have the potential to positively impact entrepreneurship in their region. As Lou Ann emphasized quite strongly to me, the fact that Umpqua is showing up on Kauffman's radar screen is quite profound. We continue to align ourselves with emerging institutions. Our recent success with our Title III grant, the Walmart grant, and now the Kauffman grant place us on a list of community colleges that will only afford us the opportunity to influence our quality of life.

**Board Report  
Instructional Services  
June 2014**

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

- Snap-On Representative, Greg Rintala visited UCC on May 2<sup>nd</sup>. He was pleased with the work that is being done in the automotive area and has reaffirmed Snap-On's support for the program. I will be visiting the Snap-On headquarters with the President in the latter part of June.
- Attended CIA in Bend, Oregon on May 8-9. We are working with members of CCWD staff on a number of issues including improving service to our K-12 partners.
- Leadership UCC graduation will be on June 6<sup>th</sup>.
- We have selected a new SBDC/UBC director, Anya Petersen-Frye. Anya comes to UCC from OSU in Bend and brings with her a background in SBDC operations. Her first day will be June 9<sup>th</sup>. Thanks to the committee for all their hard work and dedication to the process.

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

**ABS**

- The Adult Basic Skills program has hired Amanda Welch to fill the ABS Administrative Secretary position, available due the retirement of Linda Harris.
- Director April Hamlin attended the Career Pathways Alliance Meeting on May 13 and the OCABSD Director's training and quarterly meeting on May 20 – 22.
- Adult Basic Skills Coordinators Kathy Tiger and Robin VanCleave completed a year-long training series in Adult Basic Skills Learning Standards Training on May 9.
- Instructor Marie Gambill attended a Technology Summit for Adult Basic Skills at Lane Community College on May 9.
- Instructor André Jacob attended the final Writing Learning Standards Institute on May 15 – 16.
- The Adult Basic Skills Coordinator—Assessment & Tracking position is currently posted on the Human Resources website.

**Success Center**

- The Success Center increased student visits from to 672 visits in the during the spring term to at present, 1324 visits
- The Success Center now offers a writing assistance in its Writing Lab, Monday – Thursday 2pm – 5pm in ESB 15 eLearning and Educational Partnerships

**UCCOnline + ETC**

- The recommendation of Canvas by the LMS Subcommittee of the Campus Technology Oversight Committee was approved by ILT and EC. Three courses will run in the new LMS this summer. UCC will run ANGEL and Canvas side-by-side until fall of 2015. Presently we have 162 fully online courses and over 400 hybrid or online-supplemented courses to migrate to Canvas. eLearning Specialist Jeanine Lum did an amazing job facilitating the selection process. UCCOnline greatly appreciates the support and leadership of the Faculty Cohort and LMS Subcommittee who dedicated hundreds of hours to the process.
- Kimberlie Veysey, OCCDLA Administrative Assistant and Joan Campbell, Director of eLearning and Educational Partnerships, attended the spring meeting of the Oregon Community College Distance Learning Association (OCCDLA) followed by a mini-conference on Open Educational Resources (OER). Cable Green was the keynote of the mini-conference. His slide-deck is available at this link: <https://www.dropbox.com/s/lt5gdo2kri3jl8t/K-12%20Keynote%20%28April%2C%202014%29.pptx>. OER have become an increasingly central focus of OCCDLA and the organization is drafting a proposal with CCWD to create a statewide community college OER research and adoption project.

### 0Educational Partnerships

- The Educational Partnerships team with Analicia Nicholson of the DESD coordinated a meeting of county CTE teachers and UCC CTE faculty to develop Career Pathway-centered materials for advising CTE students in Douglas County schools. Roadmaps will be developed for each Perkins Program of Study and be made available to all counselors, advisors, CTE teachers, students, and families.
- Rachel Radick and Jacqueline Raphael of EdNW facilitated the first of three workshops with high school writing teachers and UCC writing faculty. The instructors will work together to align courses to WR121, assess samples of student work, and develop a framework for future partnership. 11 high school writing teachers and 3-4 UCC writing faculty will participate.
- New online forms are being used for Curriculum Committee and Instructional Council for course and program submissions and revisions. These forms will limit duplication of effort in the course approval process at UCC and for CCWD.

### JOBS

- JOBS' Business Plan was submitted to DHS last week, proposing an increase in funding from the previous year. The Workforce Readiness Proposal was also submitted. The data collected for this pilot indicated that clients' performance significantly improved after attending the classes. The program is optimistic the classes will continue into the next contract year.
- Sara Carson met with the Department of Human Services, Employment Department, and Umpqua Training & Employment on April 28<sup>th</sup>. Another meeting is scheduled in June to see how we can better coordinate services.
- Sylvia Metsig attended the Innovative Workforce Strategies training in Oregon City.
- Shannan Rinkle, Debra Muck, Lisa Davis, and Sara Carson took part in the "Bring Your Kids To Work Day" on campus.
- Debra Muck, Sylvia Metsig, and Shannan Rinkle attended the "Turning Challenges Into Opportunities" seminar on May 20<sup>th</sup>.
- JOBS staff attended the "Bridges Out Of Poverty" seminar on May 21<sup>st</sup>.

### Jesse Morrow, Dean of Career Technical Education:

- The Dean had a beneficial trip to Central Oregon Community College for the CIA conference.
- He also had the opportunity to visit with Greg Rintala from Snap-on who came for a campus visit to look over the automotive shop and to give feedback on the program.
- The PRA Graduation was a great success with eight students graduating from the program.

### Apprenticeship:

- Two apprenticeship students will receive their AAS in June: 1 Electrician Apprenticeship Technologies; 1 Industrial Mechanics and Maintenance Technology.
- All committees within the program voted to increase monthly apprentice supplemental service fee from \$40 to \$65. This will apply to all apprentices within the program; currently 68 students.

### Automotive:

- UCC's automotive program is working on the projects for its upcoming T-TEN program certification. The major projects are updating the entire T-TEN curriculum, installing all of the faults in the lab vehicles, and renovations to the facility. The certification visit is scheduled for July 8th and 9th. The curriculum for nine of the twelve courses has been submitted to Toyota for review. Faults have been installed in approximately three fourths of the vehicles.
- Most of the renovations/construction on the automotive facility has been completed and painting and improvements to lighting is scheduled for the week following spring term.



### Community & Workforce Training:

- Publicity has begun for our summer youth enrichment camps. Last year, 240 elementary and middle schoolers participated in individual or day-long sessions. We are excited to have the pool open as it should increase our enrollment.
- Spring Driver Education enrollment increased 215% since last year. We currently have 69 students completing their driving portion with our certified instructors.
- Our department just concluded a Training Partnership with CAPP (Child Abuse Prevention Partnership) to host a 2-day Bridges out of Poverty seminar. Over 300 attendees participated.
- The Director and Instructional Programming Staff recently attended the annual Spring Forum hosted by the Oregon Association of Community & Continuing Education. The Association is pleased to be participating with CCWD to initiative a statute change to begin awarding non-credit Training Certificates.

### Culinary Arts:

- Two culinary arts student placed first and second in the recent Skills USA baking competition. The students were Jessica Stout and Pili Kailiowa.
- Two of the three Prix fixe dinners have been completed and have received positive responses. The last dinner is June 5th and the theme will be Italian. This will be a sold out dinner capping at 160 total tickets.

### Dental:

- The Dental Assisting Program applied for three grants - The Innovative UCC grant, the Pacific Power grant for lab equipment, and the Roto-Dent grant for dental assisting carts.
- All 20 of the current students will be graduating on June 13. The Dental Program Pinning Program will be June 10 at the Lang Event Center from 6-9 pm. Also, we have one dental student receiving an outstanding student award from our program her name is Trista Herrera.

### EMS:

- The Paramedic program had its site visit on May 12th and 13th for national accreditation. The visit went well with minimal items that either need implemented or changed. The site visit team was impressed with our program and student success.

### Engineering:

- The engineering club is sponsoring a rocket competition and barbeque on campus this Thursday, May 29th at the UCC track from 11:00 am to 1:00 pm. The competition is open to all UCC students, with trophies being award for most artistic rocket and closest to target. The rockets and food are free of charge for students. Funds for the event were raised by the engineering club.

### Fire Science:

- Fire Science has been busy with: The acquisition of the Fire blast Trailer, the upcoming MCI drill, and high school recruiting visits.

### Paralegal:

- We will be holding our second annual free seminar on Rules of Evidence for Paralegals. We have three local attorneys (Danny Lang, Colin Benson, and Randy Rubin) volunteering their time on June 7th from 8 a.m. to noon to present to our past graduates, students, and potential new students. We have approximately 30 RSVP's at this time.

### Nursing:

- Mercy Medical Center will be posting 23 casual part time positions this spring for graduates to apply for.
- Clinical site demand and student clinical placement issues were discussed at the OSBN and OCAP meetings in April 2014-being felt statewide.
- Admissions decline as other community colleges statewide, reported at OSBN state meeting in April.

- Magnet Status discussed at OCAP meeting: this affects the hiring of AND students (BSN is the minimum requirement for these facilitates).
- Admissions Meeting on April 19, 2014 to discuss decreased faculty to teach vs. admission numbers statewide.

#### **Jason Aase, Dean of Arts and Sciences:**

- Actively working with NiAodagain to lay the groundwork for actively recruiting international students to UCC
- Attended meeting with Joe Olson, Gwen Soderberg-Chase and Gov. Kizhaber's staff on May 28 at the ESD regarding the Regional Achievement Collaborative (RAC). Our RAC is known as the Douglas County Partners for Student Success (DCPSS).
- Participated in the video interviews for VPSS candidates.
- Participated in the hiring activities for the Institutional Researcher position.
- Met with representatives from the Miss Douglas County and Junior Miss Douglas County pageants regarding their interest to partner in activities for the STEAM grant.

#### **Fine & Performing Arts**

- The Art Gallery is currently featuring the juried UCC student art show through June 5. Over 250 entries were submitted of which 59 are being exhibited. Three students won Juror's Choice Awards (\$100.00 each).
- Brownstone opened on the CenterStage May 23 with a grand performance. Noted playwright, Catherine Butterfield (Los Angeles) was in attendance.
- The Umpqua Singers will give their final performance of the year Friday, June 6, CenterStage Theater.

#### **VE/SOWI**

- Congratulations to the SOWI team (Chris, Dwayne, Allison) for being chosen as a mentor college (one of four nationwide) for its project, Grow Our Own: Job Readiness for the Southern Oregon Wine Industry, with the AACC/Walmart Foundation Economic Opportunity Initiative grant of \$180,000.
- Chris Lake gave interviews on both KQEN radio and KPIC television in early May.
- Chris served on the search committee for the new SBDC director.
- Chris traveled to Dallas, TX for the VESTA-NSF proposal meeting.
- SOWI hosted a technical symposium May 20 on Secure and Amplify Fruit Aromatics in Wine in the Lang Center.

#### **Science**

- Successful search for a new chemistry instructor ended with the selection of Joseph Villa from West Richland, WA. Joseph and his family will be joining us in Roseburg this summer, and Joseph will begin his new duties in Fall 2014.
- Field Botany, BOT 203A, will begin its third season trip mid-June. Enrollment is up to 18 students this year.
- The Umpqua Natural Resources Pathway was awarded a \$45,000 grant from National Fish & Wildlife Foundation. Phoenix School is the lead with UCC, BLM, U.S. Forest Service, UCC Umpqua Watersheds, Cow Creek Band of Umpqua Tribe of Indians as partners.

#### **Social Science/Communications/World Languages**

- Social Sciences department hosted Donald Ivy on May 22. Mr. Ivy was the third presenter in the series of Native North American guest speakers at UCC.
- The Journalism department (in conjunction with Community Relations) was awarded one of the five UCC Foundation Fund for Innovation grants to create a Virtual Campus Tour project.

- Paula Usrey's Small Group Communication class has completed several impressive projects this quarter:
  - One group of four students decided to raise money for Lookingglass School to help replace roller skates. The students solicited donations from the community and organized a raffle (over \$900 in ticket sales!) and a benefit held at Logger's Pizza. Additionally, the owners of Logger's donated 50% of their proceeds on the evening of the benefit, and Brooke Communication donated a promotional spot. The students were also invited to the station to talk about the project, and Lookingglass School has invited the group to a special assembly so they can thank these students and present them with an award.
  - Another group is sending 30 hygiene care packages and letters from grade school children to active duty Marines serving overseas. The group worked with Sherms so they could ask shoppers to help support our troops by purchasing specific hygiene items, and solicited donations from businesses that could be raffled so they could sell tickets and earn money for mailing. They have been working with a local recruiter's office to make sure the packages are sent to the appropriate place.
  - A third group worked through Douglas County Disability Services to identify two disabled homeowners who need yard service and have completed that work.
  - The fourth group is cleaning and power washing two bathrooms and all the stalls at Stewart Park. They have been working with Roseburg City officials to determine what needs to be done and how it should be handled.

#### PE/Health and Human Performance

- The department was awarded one of the five UCC Foundation Fund for Innovation grants to create a rock climbing wall.

#### Toni Clough, Interim Director of Small Business Development

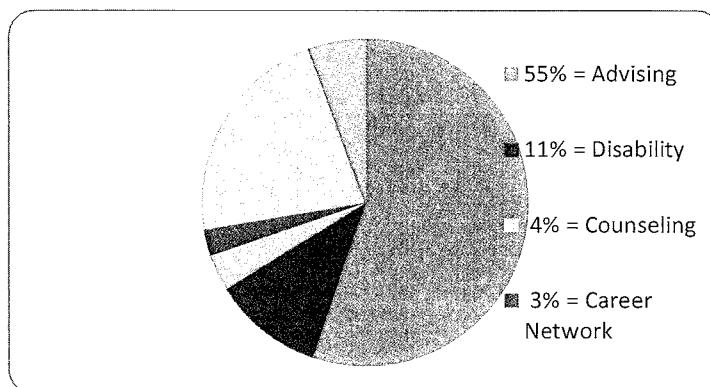
- Toni met with Mark Gregory, Oregon SBDC Deputy Director to address a continuation of the TIP Grant through the end of the calendar year. The previous deadline was June 30<sup>th</sup>, so this extends the SBDC ability to do technology advising and training with clients.
- Toni met with Arlene Soto, Southwestern Community College SBDC, to share procedures and operation manuals. Arlene was very open with her ideas and successes. This openness helped to make some marked improvements in how the UCC SBDC provides services to clients.
- News-Review published two articles on business that were written by Toni Clough, which provides business advice as well as free advertising for the SBDC. One was called "Great Business Idea – Now What?" and the other was "Celebrating the National Small Business Week."
- Trevor Mauch, Young Entrepreneur Society, was the guest speaker for the small businesses involved in SBDC SBM Program. The event was attended by 22 people. Of the 22 people, 12 people in attendance were new to the SBDC. Trevor addressed the subject of business marketing and how to market your business "to get noticed".
- Ruth Miles, Oregon Secretary of State Representative, stopped by the SBDC and shared a new program for business owners who may be having problems with government agencies as they grow their businesses. The new program is called BusinessSOS and it was prompted by Governor Kitzhaber to aid in Oregon business success and retention.
- New Director, Anya Petersen-Frey, was selected by committee to serve as the new SBDC/UBC Director. She comes to UCC SBDC from Bend, Oregon. She has experience with the SBDC Network and is highly qualified for the position. She starts her new position June 9, 2014. The Interim Director, Toni Clough, has agreed to stay until June 30, 2014, to assist Anya during the transition.

## Umpqua Community College Vice President for Student Development Board Report – June 2014

### **Student Services- Rick Aman, Vice President**

- Attended the CSSA Conference May 1 & 2 with other Student Services VPs. Conference held at Columbia Gorge CC.
- Working with Cynthia Horkey, Title III Director, to secure a grant evaluator.
- Travelled to three district high schools to meet with superintendents to discuss additional partnership alternatives with UCC.
- UCC Scholars dinner was a success! Thank you to everyone who assisted in making this event happen!
- Held a meeting on May 29<sup>th</sup> with all Student Services staff to review accomplishments this year and consider plans for next year.
- Hired Kira Oerman as Recruitment Specialist. Kira was a UCC Advisor. One of the new priorities will be a presence within our high schools promoting and supporting dual credit and expanded options classes.
- Working on wrapping projects up for my final day of June 25<sup>th</sup>

### **Academic Advising, Counseling, Testing, Disability and Career Services** **Mandie Pritchard, Director**



### **Senior Spring Advisement**

During the month of May, academic advisors and counselor have met with graduating seniors from the following Douglas County High Schools:  
Roseburg High School

### **UCC Campus Visits – Recruitment**

Marjan Coester, Mandie Pritchard, Carol Kid, Chris Grant, Kira Oerman and Angie Owens (Student Ambassador) have been coordinating UCC campus visit requests. A big thank is also extended to numerous faculty/staff presenters! Below are the schools that have visited UCC in April:

JoLane Middle School #3	Umpqua Valley Christian School	Camas Middle School
Coffenberry Middle School	South Umpqua High School	Sutherlin Middle School
JoLane Middle School #4	Roseburg High School-Career Class	Woolley Center-Career Class

### **Student Life Office - Marjan Coester, Director**

#### **ASUCC Student Leadership Team**

On May 20-21, 2014, students cast their vote for five ASUCC Executive Council positions for the 2014-2015 academic year. The results of a total of two hundred fifty two (252) votes were tabulated on Friday, May 23, 2014. The results are as follows:

ASUCC President

Votes cast in race: 252; Kristapher Yates: 175 69.44%; Jorge Náder: 73 28.97%; other: 2 1.59%

ASUCC Vice President

Votes cast in race: 245; Ellis Poole: 239 97.55%; other: 6 2.45%

ASUCC Activities Officer

Votes cast in race: 245; Haley Stammen: 240 97.96%; other: 5 2.04%

ASUCC Public Relations Officer

Votes cast in race: 241; Kierstin Darby: 238 98.76%; other: 3 1.24%

ASUCC Business Manager

Votes cast in race: 247; Michael Lewis: 155 62.75%; James Stokes: 91 36.84%; Other: 1 .41%

#### **Clubs**

Phi Theta Kappa held an induction ceremony on May 30 for the 68 students who accepted membership into the organization in 2013-2014. The students are: Jennifer Noel Abel, Alicia Danielle Abel, Maria Leticia Alcaraz, Charline Dee Amsbury, Alyssa Nicole Anderson, Benjamin Jason Barnes, Sherri Lynn Benning, Aria Renee Blackwood, Frederick Kaye Brenchley, Courtney Leiann Cagle, Angela Jean Carstens, Christine Darlene Case,

Michael Robert Clarke, Nancy J. Dausman, Bradley Wayne Deaver, Lynn Marie Deaver, Aurora Dove Dewater, James Henry Garretson, Victoria Maxine George, Epiffany Dawn Gombart, Sarah Rose Gordon, Ashley Marie Hampton, Laurel Margaret Harper, Holly Marie Hart, Trista Shanell Herrera, Adrianna Marie Hollman, Rachel Rose Hukel, Deborah Kistler Hutchens, Frederick Ward Ingraham, Kody Skylor Jacobs, Cody Michael Johnson, Luke Daniel Knox, Natasha Janelle Kress, Sam Smith Laycock, Mary Dorothy Macklin, Ann Marie Maupin, Erin Kelly McCall-O'Dell, Honey Rayshell McNamara, Heather J. Mitchell, Deanna Gail Murphy, Wesley Christian Murphy, Shakira Maneli Neifert, Richard Boyd Nelson, Sandra Elizabeth Nichols, Scott William Nicholson, Deborah Marie Niebaum, Austin Lee Nix, Desiree Faith Oeleis, Marcel Ann Ortiz, KC T. Perley, Nicole Jae Rank, Hannah Sue Rivers, Karina C. Roberts, Erianne Melissa Samples, Patrick D. Schneider, Janice Irene Schouten, Lavinia Yvonne Sellers, Alisha Ortega Sidenstick, Sharon L. St. Clair, James Franklin Stokes, Dale Steven Thompson, Johnathan Neal Thompson, Shannon Elaine Thompson, Jessica Ann Tyner, Gaoying Z. Vigoa, Madeleine Vann West, Sean C. Williams, Kristapher Lee Yates.

#### **Student Life Office**

The annual Outstanding Student Reception was held on May 28 at 3:00pm in Jacoby Auditorium. The following students were recognized: Aaron Anderson, Ursula Angel, Theresa Barry, Ricky Brammer, Matt Cates, Steven Cerbone, Tyler Cheek, Michael Clarke, Jubilee Conner, Jessica Cugley, Jacob Dale, Victoria Dean, Jennifer Dyck, Ashley Dyer, Brieann Dyer, Rayelle Evans, Rebecca Foster, Graham Founds, Ian Founds, Shane Hagberg, Isaac Hansen, Hannah Hawkins, Fylecia Hennebeck, Trista Herrera, Doug Holcomb, Michelle Holcomb, Theran Hunt, Deborah Hutchens, K. Skylor Jacobs, Aimee Jantzen, Nicole Johnson, Piliialoha Kailiawa, Melanie LaMar, Elysha Lang, Robert Lee, Michael Lewis, Michael Matteo, Colby Matti, John May, Amanda McNulty, Ngoc Moffitt, Scott Nicholson, Marcel Ortiz, Paul Parsons, Marina Patoine, Danae Perkey, KC Perley, David Poteet, Michael Putman, Jessica Richardson, Steven Rogers, Keisha Rondeau, Misty Ruppert, Erianne Samples, Brian Simshauser, Harmeen Sohi, Haley Stammen, Denice Tamborini, Anthony Tatum, Dave Treskey, Amanda Walters, Cynthia Wambolt, Derrick Wattman, Sean Williams, Enna Willson, Sarah Witzig.

### **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 \$255,473. 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:

#### **Summary of support to students in order to meet objectives of Good Academic Standing/Persistence/Graduation/Transfer:**

- As of today, TOP students have been awarded \$97,000 through the UCC foundation scholarships.
- Congratulations to the recently elected ASUCC student government officers. All our TOP students: Kristapher Yates, Ellis Poole, Michael Lewis, Haley Stammen, and Kierstin Darby.
- TOP will be having the annual celebration of achievement Thursday, May 29<sup>th</sup>. Students graduating and transferring on to the university will receive special recognition. 45 TOP students will be graduating and transferring on.
- Caroline Hopkins (Advising Specialist) and Corrie Sommerfeld (Director) have partnered with ETS and Upward Bound and visited with high school students about UCC and the Transfer Opportunity Program. We are looking forward to the new cohort for 14-15. Schools visited: Roseburg High, Sutherlin High School, Glide High School, Oakland High School, South Umpqua High School, Riddle High School, and Douglas High.
- TOP will be having a President's list luncheon for all TOP students that made the President's list Fall or Winter term next Tuesday, June 3<sup>rd</sup>. President Olson, Vice President Roxanne Kelly, and Rick Aman will be attending the luncheon to support TOP students.
- Three TOP students have received notice that they were selected for Ford Scholar, Opportunity, or Restart scholarships.

### **Educational Talent Search / Upward Bound – Missy Olson, Director**

Out of 190 senior exit forms, 109 or 57%, plan on attending Umpqua Community College in the fall. The seniors are currently considering applying for the 7-credit ETS summer tuition waiver. In addition to seniors, the staff is finishing underclassmen class advising for next year, as well as having students complete program surveys.

#### **Upward Bound (UB)**

Upward Bound is gearing up for the summer program. The classes include Fantasy in Language Arts, Senior Research Writing, Math Lab, Senior College Prep, History of Spying in America, Graphic Design, Virtual Reality, Video Production, and Spanish. The students will start their summer academy at Camp Latgawa in White City, attend classes for four weeks at UCC, and conclude their hands on experience in Seattle at the University of Washington, Tillicum Village, Pacific Science Center, Experience Music Project, and the Underground Tour.

Of the 12 graduating seniors, seven plan on attending the Summer Bridge program, utilizing the 12-credit tuition waiver and having UB pay for \$500 of their fees and books. In addition, seven out of 12 plan on attending UCC in the fall. The others will be attending Portland State, Western Oregon, and Southern Oregon.

### **Ford Childhood Enrichment Center – Ronda Stearns, Director**

We like to observe Student Appreciation Day every May. Those grown-ups who attend UCC model behaviors our students are encouraged to emulate and prepare for. How does a four year old show his appreciation for the students of Umpqua Community College? We posed this question to one of our students last month and he remembered giving away ice cream on lower campus when he was two. He quickly grew excited about repeating the give-a-way and gathered his friends to see if they would also like to show their appreciation. The idea of the one caught fire and crossed over into the other classrooms.

The result was an hour long exchange of smiles and treats our students won't soon forget. On May 14<sup>th</sup>, children's voices could be heard throughout campus promising "Fwee ice cweam." Students, faculty, and an administrator or two from all over campus were able to come out, ask what was going on, and share the fun with the children. 172 ice cream treats were given away in just an hour! As the kids said later, "We gave away free ice cream and the smiles were free too!"



### **Financial Aid – Michelle Bergmann, Director**

#### **Financial Aid Applications**

4661 - Total applications to date for 2013-14

2480 – Total applications to date for 2014-15

### Financial Aid Awards

Disbursements for the 2013-14 award year through 5/27/2013 total over \$10.2 million to 2,480 students in Grants, Loans and Federal Work-Study. This does not include outside sources such as veteran's benefits or UT&E.

- The 14/15 financial aid year is in full swing and students are submitting documents daily. We are currently awaiting a Banner update to begin awarding and expect the update this week. With the improvements we have made this past year, we currently have 544 students ready to be awarded. Last year at this time we had 272 student ready to award.
- We recently contracted with Edfinancial for one year to assist with our efforts in lowering UCC's cohort default rate.
- Our office is having congratulations cards made that will have \$ALT wallet cards in them. Michelle Bergmann will hand them out at graduation to students as our gift to assist them with their financial future.
- The Financial Aid webpage currently has one video tutorial available to students and three more should be available soon to assist our students with making the Financial Aid process easier to maneuver.
- There have been several 14/15 Financial Aid Literacy Seminars (FALS), on campus presentations including Saturday presentations in conjunction with the Advising and Career Centers NSO – New Student Orientation. The online FALS seminar has been updated and is now available to students.
- Communication across campus continues.
- Continued weekly meetings with IT

### Registration and Enrollment Services – David Farrington, Registrar

- Enrollment Services is busy getting ready for end of term processing (grades, academic standing, awarding of degrees and certificates, etc.) and the commencement ceremony on June 13, 2014. We expect around 200 undergraduate students to show for the event.
- A look at applications for admission for summer and fall 2014 is promising. We are currently up 12% over collection of applications from last year.

### Title III Project Manager– Cynthia Horkey

- The Ellucian Degree Works contract is now signed and fully completed. We are currently planning for the implementation process. Our target is to start site visits in July and to start installation in August.
- Discussions for the First Year Experience and the Learning Commons are continuing.
- Final interviews for an external evaluator are being conducted.
- The Title III budget has been reconciled and reviewed for the next few months of spending.
- I have been working on a collaborative grant proposal project with Mandie Pritchard, Joan Campbell, and Missy Olson. The proposal is for the current open opportunity "Community College Student Assistance Grant Funding" through the Oregon Department of Community Colleges and Workforce Development. The proposal requests funding to create professional video segments derived from New Student Orientation material to provide an online orientation for incoming transfer, dual credit, expanded option, and general students.



## **ADMINISTRATIVE SERVICES**

### **June 2014 Board Report**

#### **Rebecca Redell, Chief Financial Officer**

- Closely working with the Human Resources department on the End of Year party scheduled for June 5<sup>th</sup>.
- Attended WACUBO May 4<sup>th</sup>-7<sup>th</sup> in Las Vegas, NV. Received some good training. Sal Khan was a guest speaker and his thoughts on the direction of education were very interesting (Creator of the Khan Academy).
- Wrapping up the 2014 evaluations of all direct reports
- Over the next few months we hope to find a new HR director, have the administrative retreat, and prepare for in-service in the fall. Auditors will be here in August!

#### **Cathy Vaughn, Bookstore Manager**

- Been a busy month, working on three terms. We are ending spring term, setting up Summer term and getting orders for buyback for Fall term.
- We had our annual sidewalk sale on May 19<sup>th</sup> & 20<sup>th</sup>
- Meeting with several vendors for supply orders for next year.
- Updating our webpage with new information. (Hours, In-House Rentals, New Photos, etc.)
- Web training for in-house Rental Program. We rented Math 10 & 20 and US History books during spring term and will be checking them back in during finals week.
- This is our first time at renting textbooks through the Bookstore and is making plans for customer use. We hope to increase titles and use for fall term.
- Ronda Sterns was kind enough to bring some art work from her little ones from FFC for us to display in the bookstore. We encourage all to come look at what 3 year olds can do.
- Will be spending the next month getting ready for Inventory and looking forward to a new school year.
- June Textbook Buy Back will be June 11<sup>th</sup> & 12<sup>th</sup>.
- The Bookstore will remain open till the start of Graduation on June 13<sup>th</sup> for last minute gift selections, drinks and snacks.
- The start of summer book sales begins June 16<sup>th</sup>.
- The Bookstore will be closed June 30<sup>th</sup> for our annual store inventory.

#### **Linda Spaccarotelli, Purchasing Manager**

- Cross-trained with Bookstore staff in the Banner production side of the system.
- Purchased several supplies and products for the campus community to coordinate delivery before the end of year deadline.
- Worked with the IT department on coordinating large purchases to upgrade the college computer systems, software and hardware.
- Worked on various contracts with the Title III and Financial Aid departments to assure compliance with college policy.

#### **Natalya Brown, Director of Accounting and Finance**

- Finance office is feeling the shortage of the full-time position of Accounts Payable. Everybody is helping out with sorting, processing invoices, but it seems that all of our

efforts are consumed in providing A/P coverage. We are reviewing the applicant pool and are hoping to fill the position as soon as possible as it desperately needed on campus.

- With only one month left before year end, we are also concentrating our efforts on reconciliations of accounts and preparing for year-end close out. Student accounts are processing third-party contracts, student billings and refunds. Finance office finished Banner testing in preparation for Banner financial aid upgrades.
- On a good note, we finally received a resolution letter from IRS regarding 2011 1098T and 1099-Misc penalty notice. As you might know, all higher educational institutions, including us, received a penalty notice from IRS for students that didn't provide their taxpayer identification number (TIN). Internal Revenue Service regulations §1.6050S-1 require colleges and universities to annually submit to the IRS Forms 1098-T for certain students, with or without a Taxpayer Identification Number (TIN). For most students, this is their Social Security number. After appealing penalty in September 2013 our office finally received a letter from IRS indicating that our full penalty of \$34,800.00 was waived.

#### **Micque Shoemaker, Budget Administrator**

- The Board of Trustees has scheduled time to review and adopt the budget on June 11<sup>th</sup>; the data will be loaded into the management system, made available on the web and posted thereafter.
- A budget wrap up meeting with the internal budget committee has been scheduled Monday, 7/21/14.
- The Notice of Budget Hearing" was submitted to the News Review for publication on Sunday, May 25<sup>th</sup>.
- 2014-2015 budget books have been updated with information from the Budget Committee meeting.
- Training continues with Rebecca.

#### **Human Resources**

- Human Resources Department will be representing UCC at *Hiring our Hero's* on June 4<sup>th</sup> at Roseburg Armory.
- Members of HR will be attending 2014 Staff Training COCC in Bend, Oregon
- Annual Classified letters are being prepared and will be done on the 2014-2015 salary schedule.
- Payroll is preparing for year end



## Executive Director's Report June, 2014

### BOARD OF DIRECTORS

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Dale Ritter

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Charley Thompson

Liz Watkins

Gary Wayman

Connie Williamson

### EXECUTIVE DIRECTOR

Dennis O'Neill

### **Foundation General Board Meeting**

The Foundation Board will hold its next General Board meeting on June 17th, 2014 in the Lang Center at 11:30 a.m. Members of the Board of Trustees are always invited to attend and meet with members of the Foundation.

### **Capital Campaign for the Allied Health & Science Building**

The capital campaign to raise funds for the proposed Allied Health & Science Building has begun. Organizational preparations and initial asks are being conducted. We have essentially five months for the campaign which will be capped by a decision by the Board of Trustees on how to complete the project. Submission of UCC's match to the state must be completed by February 1, 2015.

### **2014 Umpqua Community College Foundation Open Golf Tournament**

Preparations are taking place for the Foundation's Annual Golf Tournament which will be held July 18th at the Myrtle Creek Golf Course. This event receives great support from many of our community partners. Silver Sponsors for the tournament include Umpqua Bank, Umpqua Dairy, Umpqua Insurance, Mercy Foundation, Ferguson Wellman Capital Management, Roseburg Forest Products and Wicks Emmett Certified Public Accountants.

### **UCC Alumni Association Dinner & Musical**

UCC Alumni Association will be hosting a dinner and musical package for opening night of the Oregon Musical Theatre Festival's performance of *Oliver* on July 24th. Ticket information will be available soon through UCC's events and ticketing webpage.

### **Grants**

#### **Health, Nursing, and Science Center**

Proposals are being prepared and submitted for the Health, Nursing, and Science Center at UCC. We just received notification from the Pacific Power Foundation that we received a \$5,000 award for dental assisting equipment. Additionally, grant requests have now been submitted to the Ford Family Foundation, Meyer Memorial Trust, and the Douglas Community Fund.

#### **Ewing Marion Kauffman Foundation: Entrepreneur-In-Residence – partnership in progress**

The E.M. Kauffman Foundation is one of the top 50 foundations in the U.S. (in assets) and focuses its funding on entrepreneurship nationwide. In 2013, the Kauffman Foundation created the "Slingshot Network," a group of 20 elite community colleges recognized for their innovative approaches to workforce and economic development. Umpqua Community College was invited into this network because of the work we do with the Southern Oregon Wine Institute.

Jonathan Robinson, Manager of Entrepreneurship Programs at the Kauffman Foundation, visited UCC on May 21<sup>st</sup> for a panel presentation to the Administration Team and to assist us with developing a five-year plan for entrepreneurship development at UCC. Also visiting was our Kauffman mentor, Craig Zmary, a faculty member at Kent State University and entrepreneur himself. Jonathan and Craig are assisting us as we move forward with planning the future of entrepreneurship. The UCC planning team is Chris Lake, Toni Clough, Dennis O'Neill, and Susan Taylor.

### **Fulbright International Education Administrators Seminar**

Susan Taylor is excited to represent UCC and community colleges nationwide in Germany in October for the Fulbright International Education Administrators Seminar. The two-week seminar will take place in Berlin for one week, then she will travel around Germany the following week to learn about the higher education system in Germany. Twenty administrators in higher education will participate from around the U.S. Susan hopes to broaden her global perspective, to represent community colleges who are in the vast minority of Fulbright participants, and to bring back new knowledge to share with UCC and our community we serve.

### **UC Foundation Fund for Innovation**

On April 2<sup>nd</sup>, the UCC Foundation launched its first Fund for Innovation. Due to an excellent earnings year, the UCC Foundation had \$10,000 which was available in the form of grants to UCC programs and projects for FY 2014-2015.

The UCC Foundation is pleased to announce the winners of the UCC Foundation Fund for Innovation grant awards! (See attachment for synopsis)

1. Community Relations/Journalism and Media Department joint project (Melinda Benton and Amanda Haines) – Virtual Campus Tour Project, \$2,500
2. Dental Assisting Program (Andrea Bean) – Campus Smile project, \$2,000
3. Ford Childhood Enrichment Center (Ronda Stearns) – ABC Music and Me, \$2,200
4. PE/Health and Human Performance (Cheryl Yoder) – Rock Wall, \$2,000
5. Transfer Opportunity Program (Corrie Sommerfeld) – Textbook Lending Library, \$1,300

### **Scholarships**

Notification of award emails have been sent to all students that have been awarded. There are approximately ten scholarships that still need to be awarded for the 2014-15 academic year. These scholarships are being sent to separate committees for review. Students that did not receive a scholarship were also notified and invited to meet with Krista Johnson to discuss their application. If a student has not received a notification, they are still eligible for a remaining scholarship. Thank you letters are due from recipients by June 5th.

Sixty-nine students have officially accepted their UCC Scholars award and have confirmed they will be starting at UCC in the fall.

Thirty-seven students have been awarded the 50/50 District Scholarship from twelve of the schools in the UCC District. Many of these awards are kept a surprise for students at graduation.

The UCC Foundation provided 48 subsidized bus passes for student during the 2014-15 academic year in the amount of \$1,225. Applications for 2014-15 fall term bus passes are available online.

Krista is visiting local high schools during the months of May and June to present scholarship awards to students at their Nights of Excellence.

## UCC Foundation Fund for Innovation 2014

### Project Abstracts

#### Community Relations and Journalism Departments – Campus Tour Project

The Comm. Studies/Journalism department needs equipment to teach audio-visual storytelling in order to meet our program outcome 3 (“find and appropriately develop media stories in a variety of media formats using professional media standards”) and to align with SOU and UofO journalism courses. Community Relations needs to create campus promotional videos and record student testimonials for marketing purposes.

#### Dental Assisting Program – Campus Smile Project

The project provides a tooth whitening services to graduating UCC students. It is students helping students, which in turn, helps the dental assisting student, acquire six of the expanded functions check-offs in which they need for their expanded functions certificate. It also benefits by helping UCC campus population gain confidence by being able to smile. We would provide the service in which students might not otherwise be able to afford. This would be offered to all students who will be seeking employment and actively interviewing.

#### Ford Childhood Enrichment Center – ABC Music & Me

The project will provide a formal music education to UCC’s youngest students. It is the hope of the center to secure funding for the purchase and implementation of the ABC Music & Me program. Funds will be matched by the company with an agreement to provide curriculum review. The program would be taught in the 2-3 year and preschool classrooms to include Head Start. Combined the project would directly impact 50 children and their families by improving math skills, pre-literacy skills, family involvement, and language development.

#### PE/Health and Human Performance – Rock Wall

The project is to construct a Rock Wall in PE 14. We would attract more students to enroll in indoor climbing classes, have a plan B for our Outdoor Climbing classes if we have inclement weather delays, increase enrollment in the Fitness Center with indoor climbing as an additional activity, we could also run community classes through Community Education and outside agencies, camps and clinics. The Fund for Innovation grant award will be the closing gift on the total project.

#### Transfer Opportunity Program – Textbook Lending Library

At a community college the classes that students are taking are general education courses and books for these classes are not books that students need for future reference and in some cases the books are only used for a term and then sold. The TOP Textbook Resource Project will allow TOP students to request and check out a book for the term and return it so another student to may use without the mark up in prices from a bookstore and/or online buying and selling. The measureable outcomes of the program will be to increase students’ academic standing, persistence in their education, and health of their financial budget.

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

       Information Item

  X   Action Item

Subject: Master Plan

Date: June 11, 2014

The Board is requested to accept the Facility Master Plan proposals submitted and yet, at the same time, recognize as a priority for the Board, the College, and the community the other option at hand in pursuing local funding to work towards funding and construction for a Health, Nursing, and Science building. The Facility Master Plan provides a direction which, based upon college and local priorities, will need to be flexible in its implementation.

Recommendation by:

Approved for Consideration:

  
 U.C.C. President

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

       Information Item

  X   Action Item

Subject: Achievement Compact Goals

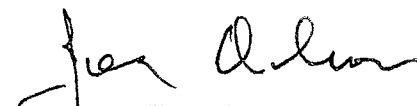
Date: June 11, 2014

Review and adoption of the Achievement Compact goals for the 2014-15 academic year.

Recommendation by:

\_\_\_\_\_

Approved for Consideration:

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

# Umpqua Community College

## Achievement Compact for 2014-15

Outcome Measures		2012-13 Actual		2013-14 Projected		2014-15 Target	
Are students completing their courses of study and earning certificates and degrees?							
Number of students completing:		All	Underrepresented	All	Underrepresented	All	Underrepresented
Adult HS diplomas/GEDs		340	N/A	300	62	200	42
Certificates/Oregon Transfer Modules		120	76	160	98	140	90
Associate degrees		408	237	320	202	343	250
Transfers to four-year institutions		612	266	265	93	250	156
Programs of study (under development)							
Are students making progress at the college?							
Number ( &/or % where indicated) of students:		All	Underrepresented	All	Underrepresented	All	Underrepresented
Enrolled Dev. Ed. Writing who complete (%)		70.2	70.2	68%	67%	69%	72% (235)
Enrolled in Dev. Ed. Math who complete (%)		67.6	66.2	70%	70%	67%	66% (978)
Who earn 15/30 college credits in the year (#)		1876	1234	1900 / 996	1050 / 593	970/690	659/483
Who pass a national licensure exam (#/%)		914	639	58(96%)	N/A	230 (86%)	NA
Are students making connections to and from the college?							
Number of students who:		All	Underrepresented	All	Underrepresented	All	Underrepresented
Are dual enrolled in Oregon high schools		731	28	704	101	725	114
Are dual enrolled in OUS		0	0	0	0	0	0
Who transfer to OUS		443	188	234	110	198	89
Employment (under development)							
Local Priorities (Optional for each district)							
Number and/or percentage of students who:		All	Underrepresented	All	Underrepresented	All	Underrepresented
% of Dual Credit enrolled earning a B or better		82%	83%	85%	83%	82%	83% (94 of 114)
# of high school students taking college level classes EOP (not including High School Dual Credit)		291	39	300	56	310	60
% of high school students earning a B or better in college level classes EOP (not including Dual Credit)		52%	78%	51%	76%	54%	80%
What is the level of public investment in the district?							
		2011-12 Actual		2012-13 Projected		2013-14 Target	
State funds		10,625,924		10,149,475		11,900,000	
Local Property tax revenue		3,172,684		3,245,958		3,130,676	
Total state and local operating funds							



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

Outcome Measures Actual 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	0	*	*	0	*	75
Associate degrees	*	12	*	0	*	229
Transfers to four-year institutions	*	16	13	0	0	245
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 (%)	N/A	0	N/A	N/A	N/A	70.4
Enrolled in Dev. Ed. Math who complete (%)	50	75	50	N/A	N/A	66.2
Who earn 15/30 college credits in the year (#)	21 8	51 29	40 16	* *	* *	1202 625
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	*	11	10	*	0	0
Are dual enrolled in OUS	0	0	0	0	0	0
Who transfer to OUS	*	14	8	0	0	172
Employment (under development)						
<b>Local Priorities (Optional for each district)</b>						
<i>Number and/or percentage of students who:</i>						
Undup. Headcount of % of High School Dual Credit earning a B or better	*	31	10	*	34	N/A
Undup. Headcount of EOP students	*	13	*	*	16	N/A
Undup. Headcount of EOP Students earning a B or Better	*	21	13	17	55	N/A

\*Data suppressed

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

Outcome Measures Projected 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	0	15	0	0	*	18
Associate degrees	*	15	*	*	8	111
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>						
Undup. Headcount of % of High School Dual Credit earning a B or better	*	34	11	*	36	N/A
Undup. Headcount of EOP students	*	15	*	*	18	N/A
Undup. Headcount of EOP Students earning a B or Better	*	26	15	15	62	N/A

\*Data suppressed

Umpqua Community College Achievement Compact for 2013-14  
For Underrepresented Students 2014-15

Outcome Measures Targets for 2014-15	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>						
Number of students completing:						
Adult HS diplomas/GEDs	N/A	N/A	N/A	N/A	N/A	N/A
Certificates/Oregon Transfer Modules	*	11	*	*	7	81
Associate degrees	*	24	*	*	26	218
Transfers to four-year institutions	*	15	*	*	16	138
Programs of study (under development)						
<b>Are students making progress at the college?</b>						
Number ( &/or % where indicated) of students:						
Enrolled Dev. Ed. Writing who complete (%)	*	19	12	*	14	196
Enrolled in Dev. Ed. Math who complete (%)	24	88	35	*	58	847
Who earn 15/30 college credits in the year (#)	10/8	56/38	22/14	*	39/21	589/441
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>						
Number of students who:						
Are dual enrolled in Oregon high schools	*	41	21	*	44	93
Are dual enrolled in OUS	0	0	0	0	0	0
Who transfer to OUS	*	18	*	*	9	76
Employment (under development)						
<b>Local Priorities (Optional for each district)</b>						
Number and/or percentage of students who:						
Undup. Headcount of % of High School Dual Credit earning a B or better	*	34	10	*	36	N/A
Undup. Headcount of EOP students	*	18	*	*	19	N/A
Undup. Headcount of EOP Students earning a B or Better	*	28	15	15	65	N/A

\*Data suppressed

## 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: 1. Oregon Transfer Module 2. CTE certificates requiring less than a year of course work to more than 2 years of course work 3. Certificates associated with apprenticeships 4. Career Pathway Certificates of Completion
Associate degrees	The total number of associate degrees reported to the <i>Completions</i> data collection in <i>OCCURS</i> for each community college including: 1. Associate of Arts Oregon Transfer 2. Associate of General Studies 3. Associate of Science 4. Career and Technical Education Associate of Science 5. Career and Technical Education Associate of Applied Science 6. Associate of Applied Science: Apprentice
Transfers to four-year institutions	The total number of students who took courses for credit during the 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 KPM #11: <i>Licensing Certification Rates</i> for the Department of Community Colleges and Workforce Development.

<b>Connections</b>	Are dual enrolled in Oregon high schools	The total number of students enrolled in dual credit programs, two-plus-two programs, advanced placement programs and International Baccalaureate programs during the 2011-12 academic year.
	Are dual enrolled in OUS	The total number of students was determined as a count of students reported by the associated community college in OCCURS as being "Dual Enrolled".
	Who transfer to OUS	The total number of students who took courses during the 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.
	Employment (under development)	(Not required in 2013-14)
<b>Local Priorities</b>		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.
<b>Underrepresented student population</b>		<p>The aggregate number of students in the following groups identified as disadvantaged students on page 1 of the compact and disaggregated for each of these groups* for each of the three years on pages 2-4 of the compact:</p> <ol style="list-style-type: none"> <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>Racial and ethnicity sub-populations are determined by the race or ethnicity submitted to the student file in OCCURS for each community college. Pell recipient status is determined by submissions by each community college to OCCURS. A student is considered a Pell Grant recipient for the entire year if he/she received a Pell Grant for at least one academic term during the 2010-11 school year.</p> <p>*In accordance with federal regulations, cell sizes fewer than six are suppressed</p>

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

  X   Information Item  
       Action Item

Subject: Instructional New Program

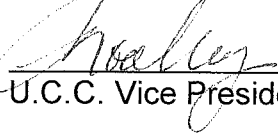
Date:  
 June 11, 2014

Instructional Council approved the following new program on April 29, 2014.

**Associates:**

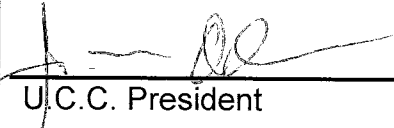
Agriculture Business Management

Recommendation by:



U.C.C. Vice President of Instructional Services

Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

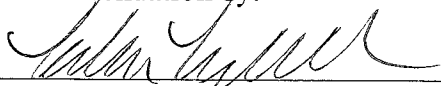
       Information Item  
  X   Action Item

Subject: Resolution #9, Establishing Clerk,  
 Deputy Clerk, and Budget Officer

Date: June 11, 2014

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 2014-2015 fiscal year.

Recommendation by:



U.C.C. Chief Financial Officer/  
 Administrative Services

Approved for Consideration:



U.C.C. President

UMPQUA COMMUNITY COLLEGE  
Resolution No. 9 - FY 14-15  
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 2014-2015, 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 2014-2015.

ADOPTED this 11th day of June, 2014

UMPQUA COMMUNITY COLLEGE BOARD OF DIRECTORS  
DOUGLAS COUNTY, OREGON

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Clerk of the Board

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Chairman of the Board



BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

\_\_\_\_\_ Information Item

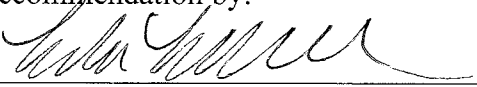
  X   Action Item

Subject: Resolution #10, Interfund Borrowing  
for fiscal Year 2014-2015

Date: June 11, 2014

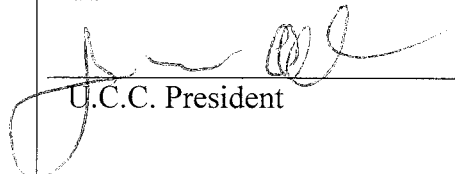
Board approval is requested to permit short term use of funds belonging to one fund by another fund for the 2014-2015 fiscal year. By the end of the fiscal year all accounts are to be in a positive cash position.

Recommendation by:



U.C.C. Chief Financial Officer/  
Administrative Services

Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

\_\_\_\_\_ Information Item

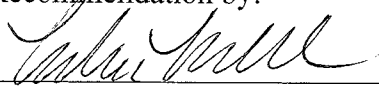
  X   Action Item

Subject: Resolution #11, Adopting the Budget

Date: June 11, 2014

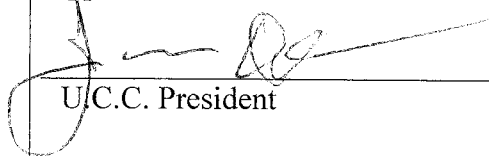
The Board is requested to adopt the budget for the 2014-2015 year as presented.

Recommendation by:



U.C.C. Chief Financial Officer/  
Administrative Services

Approved for Consideration:



U.C.C. President

**UMPQUA COMMUNITY COLLEGE  
RESOLUTION NO. 11**

**ADOPTING THE BUDGET**

BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby adopts the budget for the fiscal year 2014-2015 in the total of \$ 69,851,786 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, 2014, and for the purposes shown below are hereby appropriated:

SUMMARY OF THE PROPOSED BUDGET 2014-15			
<b>GENERAL FUND</b>		<b>CAPITAL PROJECTS FUND</b>	
Instruction	9,202,098	Facilities Acquisition/ Construction	1,011,600
Instruction Support	1,903,298	Transfers	100
Student Services	2,021,889	<b>Total</b>	<b>1,011,700</b>
College Support Services	7,284,726		
Financial Aid	650,000	<b>DEBT SERVICE FUND</b>	
Transfers	1,865,863	Debt Service	1,245,221
Contingencies	2,329,479	Contingencies	-
Unappropriated End. Fund Balance	-	Unappropriated End. Fund Balance	2,392,738
<b>Total</b>	<b>25,257,353</b>	<b>Total</b>	<b>3,637,959</b>
<b>Special Revenue Fund</b>			
<b>GRANTS &amp; CONTRACTS</b>		<b>INSURANCE FUND</b>	
Instruction	1,992,070	College Support Services	391,000
Instruction Support	787,943	Contingencies	87,483
Community Services	-	<b>Total</b>	<b>478,483</b>
Student Services	2,185,526		
College Support Services	139,997	<b>ENTERPRISE FUND</b>	
<b>Total</b>	<b>5,105,536</b>	Student Services	3,342,472
		Transfers	350,000
<b>Special Revenue Fund</b>		Contingencies	200,000
<b>ADMINISTRATIVELY RESTRICTED</b>		Unappropriated End. Fund Balance	-
Instruction	2,041,912	<b>Total</b>	<b>3,892,472</b>
Instruction Support	741,704		
Community Services	191,885	<b>INTERNAL SERVICE FUND</b>	
Student Services	1,231,175	College Support Services	180,000
College Support Services	291,918	Transfers	-
Transfers	10,500	Contingencies	-
Contingencies	1,281	Unappropriated End. Fund Balance	-
<b>Total</b>	<b>4,510,375</b>	<b>Total</b>	<b>180,000</b>
<b>FINANCIAL AID FUND</b>		<b>AGENCY FUND</b>	
Student Loans and Financial Aid	25,653,341	Student Services	123,453
<b>Total</b>	<b>25,653,341</b>	Contingencies	1,114
		Unappropriated End. Fund Balance	-
		<b>Total</b>	<b>124,567</b>
<b>TOTAL ALL FUNDS</b>			67,459,048
<b>Unappropriated End. Fund Balance</b>			2,392,738
<b>TOTAL PROPOSED BUDGET</b>		<b>\$</b>	<b>69,851,786</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 2014-2015 upon the assessed value of all taxable property within the district as follows:

Categorizing the Tax		Excluded from Limitation
<b>Education 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 11TH DAY OF JUNE 2014.

UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

By: \_\_\_\_\_  
Clerk of the Board

By: \_\_\_\_\_  
UCC Board Chair

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

☐ Informational Item

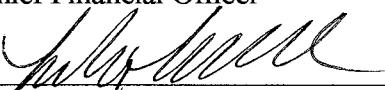
☒ Action Item

Subject:  
Resolution #12, Approval to Spend Funds

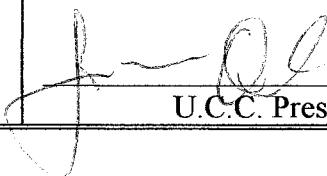
Date: June 11, 2014

This is a resolution to increase appropriations in the Special Revenue Fund – Grants and Contracts. Andrea Bean was awarded \$5,000 from the Pacific Power Foundation for the purchase of dental lab equipment and Chris Lake was awarded a three year \$180,000 grant for the Job Ready, Willing and Able Initiative from the Walmart Foundation..

Recommended by: Rebecca Redell,  
Chief Financial Officer



Approved for Consideration:

  
U.C.C. President

UMPQUA COMMUNITY COLLEGE  
Resolution No. 12 - FY 13-14  
Approval to Spend Funds

WHEREAS, Umpqua Community College has been awarded \$5,000 for dental lab equipment and \$180,000 for the Job Ready, Willing and Able Initiative and;

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

WHEREAS, the provisions of ORS 294.338 (2) 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 \$185,000 for the implementation of these projects.

SPECIAL REVENUE FUND - GRANTS AND CONTRACTS

	13-14 Budget Through Resolution 11	Adjustment	13-14 Budget Through Resolution 12
REVENUES:	\$ 5,447,323	\$ 185,000	\$ 5,632,323
EXPENDITURES:			
Instruction	\$ 2,083,996	\$ 5,000	\$ 2,088,996
Instruction Support	992,637	\$ 180,000	1,172,637
Student Services	2,239,693		2,239,693
College Support Services	70,997		70,997
Community Services	60,000		60,000
TOTAL	<u>\$ 5,447,323</u>	<u>\$ 185,000</u>	<u>\$ 5,632,323</u>

ADOPTED this 11th day of June, 2014

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Clerk of the Board

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Chairman of the Board

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

☐ Information Item

☒ Action Item

Subject: Retirement Request

Date: June 11, 2014

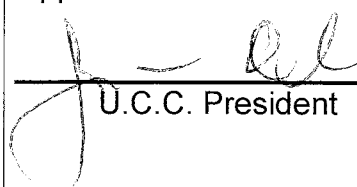
Rebecca Redell will be recommending Board approval of the request for retirement from Cheryl Ruppert. Her last day of service to UCC will be December 31, 2014. Mrs. Ruppert started full-time at UCC in October 1990. In addition, Rebecca Redell will be recommending Board approval of the request for retirement from Sandy Hendy. Her last day of service to UCC will be on October 31, 2014. Mrs. Hendy has been with UCC for 23 years.

Recommendation by:



U.C.C. Chief Financial Officer/  
 Administrative Services

Approved for Consideration:



U.C.C. President

May 29, 2014

Umpqua Community College  
PO Box 967  
Roseburg, OR 97470

Dear Sue Cooper, Human Resources

I would like to give my notice to retire on December 31, 2014, as per reference to the 326 early retirement policy I know I qualify as I have worked at Umpqua Community College for 23 years starting in October 1990 full time.

At this time I would like to extend my gratitude to our President, Joe Olson and the Board of Directors for their continuing support for the classified and faculty providing a good work environment for all of us.

And many thanks to all of my coworkers for giving me the opportunity to work with you, I will miss everyone.

Sincerely,



Cheryl Ruppert  
Accounting Specialist/Cashier/Collections

Cc: Dr. Joe Olson  
Natalya Brown  
Board of Directors

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*Serving Douglas County Since 1964*

June 2, 2014

To: Roxanne Kelly VPI  
From: Sandra G. Hendy RN MSN *Sandra G. Hendy RN MSN*  
Re: Retirement from Umpqua Community College

This letter will serve as an official announcement of my retirement from Umpqua Community College on October 31, 2014. I appreciate the MOA drafted by the college (see attached) that allows me to ease out of my position over the summer and help facilitate a smooth transition for my successor. For the most part, the past 23 years have been rewarding and invigorating. The education and support given to students by the faculty and staff here has always been supreme. I anticipate that it will continue to flourish in the future.



BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

       Information Item

  x   Action Item

Subject: Budget Committee Appointments

Date: June 11, 2014

Board approval of the appointment of the following Budget Committee members is requested. Term of appointment is July 2014 through June 2017 (3 years).

Zone 2: Chair Miller recommends re-appointment of Sandra Henry.

Zone 3: Dir. Weikum recommends re-appointment of Chris Davidson

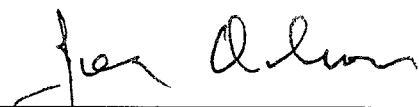
Zone 5: Dir. Bell recommends re-appointment of Rex Stevens

Zone 6: Dir. Yetter recommends re-appointment of Diane Phillips

Recommendation by:

\_\_\_\_\_

Approved for Consideration:

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

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

☐ Information Item

☒ Action Item

Subject: President's Evaluation

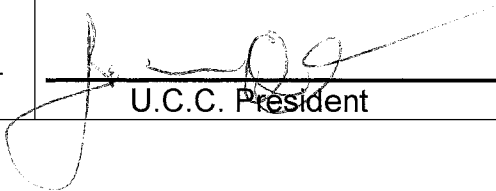
Date: June 11, 2014

An Executive Session, as per ORS 192.660(1)(i) President's Evaluation, was held on May 13, 2014, as part of the process for conducting an evaluation of President Olson.

Recommendation by:

Approved for Consideration:

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