

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.

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| <p>UCC Board of Trustees Goals, 2012-13</p> <ul style="list-style-type: none"> • Finalize/Adopt Strategic Plan for 2013-18 • Review Dashboard & ensure alignment with Strategic Plan • Review & Implement Accreditation Recommendations • Finalize Facility Master Plan, including utilizing state match for Allied Health Science Building • Implement findings from Campus Climate Survey • Increase Board involvement in advocacy during legislative session • Establish process for more regular policy review by Board |
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VOL. XLVIII, No. 3 BOARD OF TRUSTEES MEETING 7:00 P.M. Board Room, September 11, 2013
Work Session re: Dashboard, 6:00 pm

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 - 2

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.

VI.	ASUCC REPORT	Brenna Martin	
VII.	ACEUCC REPORT	Debbie Hill	
VIII.	UCCFA REPORT	Emery Smith	
IX.	PRESIDENT'S REPORT	Dr. Olson	pp 3 - 28
X.	OCCA REP. REPORT	Dir. Bell	
XI.	OLD BUSINESS		
XII.	NEW BUSINESS		
	A. Board of Trustees Goals for 2013-14	Chair Miller	p 29
	B. ACEUCC Contract Renewal	Jan Baxter	p 30
	C. Resolution #1 – Approval to Spend Funds	Rebecca Redell	pp 31 - 32
XIII.	BOARD COMMENTS	Chair	
XIV.	ADJOURNMENT	Chair	

IMPORTANT DATES:

- Wednesday, Sept. 25, Board Hosted Staff BBQ, Campus Center, Noon
- October 9, New Full-time Employee Dinner, 5:00 pm, Location TBD
- October 24-26, OCCA Annual Conference, Welches, OR

NEXT BOARD MEETING:

- Wednesday, October 9, 2013, 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.

**UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
August 26, 2013**

The Umpqua Community College Board of Trustees met on Monday, August 26, 2013, in the Nisson Wine Library of the Lang Center, Roseburg, Oregon. Board Chair Miller called the meeting to order at 2:45 p.m.

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

Others in attendance: Roxanne Kelly Robynne Wilgus Jan Baxter

Consent Agenda:

- A. Board Minutes of July 10, 2013

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

Citizen Comments: There was no one signed up to speak at the meeting.

New Business

Jan Baxter, Human Resources Director, presented the UCC Faculty Association contract for approval. She said the interest based bargaining was a good process and time well spent. Ms. Baxter commended Dr. Olson for his great job with the process.

Motion: I move for approval of the UCC Faculty Association contract as presented. Motion by Dir. Becker, seconded by Dir. Bell and carried unanimously.

Board Comments

Chair Miller thanked Ms. Baxter for the efforts in the bargaining process.

Meeting adjourned at 2:51 p.m.

Respectfully submitted,

Approved,

Joe Olson
Clerk of the Board

Elin Miller
Chair of the Board

Recorded by Robynne Wilgus



Serving Douglas County Since 1964

TO: UCC Board of Directors
FROM: Jan Baxter, Director of Human Resources
SUBJECT: Personnel Actions
DATE: September 11, 2013

CONTRACTS FOR BOARD APPROVAL:


Christopher Grant – Counselor
Sara Carson – Director of JOBS
Tammy Gilster – Nursing Instructor
Karen Carroll – Geology Instructor
Carlos Figueroa – Science Instructor (One-Year Temporary Position)
Georgann Willis – Psychology Instructor

RESIGNATIONS/RETIREMENTS FOR BOARD APPROVAL:

Carla Bee – retirement 6/30/13

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item
 Action Item

Subject: Reports	Date: September 11, 2013
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

SEPTEMBER 2013 BOARD REPORT

Joe Olson, President

Significant Meetings

Aug. 7	Megan Debate, Rep. DeFazio's Education Aid Myrtle Creek Chamber of Commerce	Aug. 20, 21	Oregon Coast Economic Summit
Aug. 8	Mahlum Architects (UCC Master Plan) Coaching call with Larry	Aug. 22	Sherry Chambers, Wolf Creek Job Corps
Aug. 9	Interview with Ken for possible coaching Spirit of Mercy, Mercy Foundation	Sept. 4	Chris Sheesley, In Accord Boys & Girls Club
Aug. 19	Jeff Ackerman, <i>The News Review</i>	Sept. 5	Dinner in the Park, Roseburg Area Chamber
		Sept. 6	<i>The News Review</i>

Pool Update

RenoSys has been looking for someone to replace the piping and are not finding anyone willing to remove/replace existing pipe. Upon a recent inquiry, they have been turned down by three companies who line pipes. NuFlow is being contacted to get a quote from the LA office to line the pipes from the pool to the filter tank. RenoSys has proposed external piping, which is unacceptable; an agreeable solution is being sought. It is anticipated that the pool will be open for the summer of 2014.

Retention & Outreach

UCC is re-running the full page College overview in the newspaper highlighting the advantages of choosing UCC. Student Services is preparing a postcard mailing to parents of recent high school graduates who have not appeared as admitted to colleges in Oregon. Student Services is making phone calls to students who attended UCC in spring, but have not registered with us for fall in addition to sending post cards to students and/or their parents that participated in Dual Credit programs and have recently graduated from high school but have not yet registered for fall classes. We have called 70% of the 784 students that appear on the list with over 175 students registering within the last two weeks, averaging around 9 credits per student for the fall term. Student Services is also planning for a mobile One-Stop during the second week of classes to expedite class changes by students.

We are also developing contact lists of students that have taken nearly all classes to complete certain pathways certificates in an effort to develop cohorts of students that would take the last class or classes together. In addition we are working diligently to expand Dual Credit classes in the high schools.

Statewide Meetings

During the month of August Joe had the opportunity to attend the community college president's retreat at Salishan. This was an opportunity to strategize about common interests and challenges that our community colleges will be facing over the course of the next year. Andrea Henderson provided a concise summary of the 2013 legislative session and a copy of her summary is enclosed as a part of the President's report; also included is the agenda from days 2 & 3 so the Board will have a better understanding of what the Presidents will be doing over the course of next few months. The dates of the meetings were August 5-7.

Later in the month Joe had the opportunity to attend the Oregon Coastal Caucus, at the invitation of Senators Kruse & Roblan, which was held in Lincoln City. This event dramatically outlined the complicated issues confronting rural Oregon counties and provided an opportunity for Joe to meet with several statewide leaders. While the national economy is certainly improving, we all know rural Oregon lags behind in recovery. Included is a copy of this meeting's agenda as part of the report.

Oregon Community College Association

2013 Legislative Session Highlights

For Oregon's community colleges, three developments provide the backdrop for the final funding allocation for the 2013 session. First, Governor Kitzhaber set the tone for this session by indicating that Oregonians must have clear priorities when it comes to state spending: Invest in children and education, focus on job creation and innovation, and reduce the cost of government. Second, legislative leaders made it clear that community college funding was a top priority when and if additional funding could be found. Third, OCCA and community college advocates made a strong case that additional funding is required if the state is to meet its strategic objective to invest wisely in education and job creation.

OCCA focused much of its advocacy on the need to ensure student access for all Oregonians, limit tuition hikes, and help displaced workers get the skills they need to get back into the workforce. Legislators responded positively to the message that unemployed Oregonians and recent high school graduates were turning to community colleges to learn new skills and/or secure the courses they needed to transfer to four-year institutions. This became the session where the state finally began to add additional resources to the community college support fund.

Capital construction was the strong exception to this session's conservative allocations. Buoyed by an increase in the state's bonding capacity, the governor proposed \$244,000,000 for community colleges and the Oregon University System for capital projects designed to support the 40-40-20 goals.

As Oregon's economy began to strengthen during winter and spring, the intense lobbying effort by the supporters of Oregon's community colleges and OCCA began to yield positive results. This began in November when the governor proposed a balanced budget for 2013-15 and recommended \$428.4 million for the community college support fund. The governor set outcomes-based budget targets on investments designed to meet specific 10-year goals. The five guiding principles included a common statewide vision; defined outcomes; fiscal sustainability; innovative solutions; and informed decision making.

Then in March, the Joint Ways and Means Committee Co-Chairs Senator Richard Devlin and Representative Peter Buckley released the Oregon legislative budget using the Governor's recommended budget for community colleges as a base but emphasizing that community colleges should receive additional funding if more revenue could be identified. Their conservative budget proposal reflected the sober tone of the February revenue forecast, where the Office of Economic Analysis predicted little change in the 2011-13 general fund revenue. The Office of Economic Analysis noted that Oregon's economy is expanding slowly, but at a glacial pace.

The May 2013 forecast finally provided some additional funding opportunities. The Office of Economic Analysis issued a projection that Oregon's revenue outlook would increase 1 percent in the 2011-2013 biennium and 1 percent in the 2013-15 biennium. Economic growth slowly began to pick up and unemployment began to edge downward. This set the tone for the significant funding and capital increases passed in June and early July to support community colleges.

Oregon Presidents Council 2013 Retreat

Patty Scott, OPC Chair

Day 2 AGENDA

Monday, August 5, 2013

Meeting Location:

Salishan Resort & Spa
7760 Highway 101 North
Gleneden Beach, OR 97388
1-800-452-2300

Oregon Presidents Council 2013 Retreat

Patty Scott, OPC Chairman

Day 3 AGENDA

Tuesday, August 6, 2013

Meeting Location:

Salishan Resort & Spa
7760 Highway 101 North
Gleneden Beach, OR 97388
1-800-452-2300

Setting the Stage ~ Meeting in the Gallery

Time	Activity	The Gallery
8:00 a.m.	Breakfast	
8:30 – 9:30 a.m.	Welcome, Introductions, History, By-Laws	Patty Scott
9:30 – 10:30 a.m.	Setting Our Context With a National Lens: 21 st Century Commission Progress on Recommendations, Voluntary Framework of Accountability Beta	Greg Hamman and Cam Preus
10:30 – 10:45 a.m.	Break	
10:45 a.m. – Noon	Current Trends in Preparation and Assessment	Jessica Howard
Noon – 1:00 p.m.	Lunch – The Attic Lounge	
1:00 – 3:00 p.m.	Accomplishments in the Last Four Years (with invited guest Hilda Rosselli) <ul style="list-style-type: none"> What has happened with all of those? initiatives/chart? What is up with CASE and round 2? 	Gerald Hamilton, CCWD Joanne Truesdell
3:00 – 3:15 p.m.	Break	
3:15 – 5:00 p.m.	What Next? Conversation with Hilda Rosselli	All
6:00 p.m.	Group Dinner – Side Door Cafe' (across the hwy) 5645 Gleneden Beach Loop Gleneden Beach, OR 97388	All

Where Are We Going Next? ~ Meeting in the Gallery

Time	Activity	The Gallery
8:00 a.m.	Breakfast	
8:30 – 9:45 a.m.	Outcomes Based Funding: <ul style="list-style-type: none"> What has the State Board of Education agreed to? Where are the subcommittees in their review and recommendation of how to implement the policy? What are the implications of HECC leadership? What is the direction of OPC for the next steps? 	Coordinate by Joanne Truesdell
9:45 – 10:00 a.m.	Break	
10:00 - 11:00 a.m.	Outcomes Based Funding - Continued	
11:30 a.m.	Lunch ~ The Attic Lounge	
1:30 p.m.	Tee Time Group 1 Whale Watching Excursion ~ Depot Bay	Golfers Whale Watchers Golfers
3:00 pm	Tee Time Group 2	
6:00 p.m.	Dinner and Wine / Cocktails Salishan Premier Wine Cellar	All



Oregon Coastal Caucus

Sen. Jeff Kruse, Chair
Rep. Deborah Boone, Vice Chair
Rep. Wayne Krieger
Rep. Caddy McKeown
Rep. David Gombert
Sen. Arnie Roblin
Sen. Doug Whitsett
Sen. Betsy Johnson

AGENDA – Tuesday, August 20th

7:00 – 8:00	Opening Breakfast – Registration
8:00 – 8:15	Invocation: Dee Pigley Tribal Chair, <i>Confederated Tribes of Siletz</i>
8:15 – 9:15	Tribes' Contribution to Economic Diversification on the Oregon Coast Introduction: Mike Burton, <i>The Affiliated Tribes of Northwest Indians</i> Moderator: Dick Anderson, <i>Mayor of Lincoln City</i> Delores Pigley, <i>Tribal Chair, Confederated Tribes of Siletz</i> Bob Garcia, <i>Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians</i> Cheryle Kennedy, <i>Tribal Chair Confederated Tribes of the Grande Ronde</i> Brenda Meade, <i>Tribal Chair Coquille Indian Tribe</i>
9:15 – 9:45	Key Note Speaker, (Tentative) Tom Vilsack, <i>United States Secretary of Agriculture</i>
9:45 – 11:15	An Update from our Congressional Leaders – Senator Jeff Merkley Introduction and Moderator: Arnie Roblan, <i>State Senator, District 5</i> Senator Jeff Merkley, <i>United States Senator, Oregon</i>
11:15 – 11:30	Break (Network)
11:30 – 12:30	A Tale of Two Oregons: An Economic Analysis of Rural Oregon and the Evolution of a State Introductions: Bruce Weber, <i>Director, Rural Studies Program, Oregon State University</i> Moderator: Gil Sylvia, <i>Marine Resource Economist, Director, Professor, Department of Agriculture and Resource Economics, Oregon State University</i> Mark McMullen, <i>State Economist</i> Tim Duy, <i>Professor of Economics, University Of Oregon</i> Beth Emshoff, <i>Director of Oregon Open Campus for Oregon State University</i> Bruce Weber, <i>Director of the Rural Studies Program, Oregon State University</i> Michael Hubbard, <i>Director of the Institute for Policy Research and Innovation and Professor of Planning, Public Policy, and Management, University of Oregon</i> Lunch (Speaker Francesconi) – Mayor conversation (Tymchuk/Hale)
1:45 – 2:45	Environment and Natural Resource: Right to farm, Right fish and Right to Wildlife Introduction/Moderator: Gil Sylvia, <i>Marine Resource Economist, Director, Professor, Department of Agriculture and Resource Economics, Oregon State University</i> Deborah Boone, <i>State Representative, House District 32</i> Richard Whitman, <i>Governor's Natural Resources Policy Director</i>



Oregon Coastal Caucus

Sen. Jeff Kruse, Chair
Rep. Deborah Boone, Vice Chair
Rep. Wayne Krieger
Rep. Caddy McKeown
Rep. David Gombert
Sen. Doug Whitsett
Sen. Betsy Johnson

Kevin Ranker, *Washington State Senator, District 40*
Katy Coba, *Director Oregon Department of Agriculture*

2:45 – 3:00
Break (network)

3:00 – 4:15
Ports as Rural and Coastal Economic Development Engines
Introduction and Moderator: Tony Hyde, *Columbia County Board of Commissioners*

Matt Garrett, *Director, Oregon Department of Transportation*
Annette Price, *Port of Portland*
Don Mann, *General Manager, Port of Newport*
Tim McCabe, *Chair, Director, Business Oregon*
Caddy McKeown, *State Representative, District 9*
Vicki Walker, *Oregon State Director, USDA Rural Development*

5:30 – 7:00
Taste Of the Oregon Coast –

Location: Casino Conference Room
Showcase: Wine, Spirits, Seafood, Restaurant samples
AGENDA – Wednesday, August 21st

7:00 – 8:30
Opening Breakfast

8:30 – 9:00
Introduction Keynote (TBA)

9:00-10:00
Hatchery, STEP, Wave and Wind – Ocean Resources – Can't we all just get along?
Can Oregon develop its most sustainable resource, energy from ocean waves, without compromising the fishing economy on the coast?

Introduction and Moderator Tim Josi, Tillamook County Commissioner
Wayne Krieger, State Rep. District 1
Roy Blicker, Oregon Dept. of Fish and Wildlife
Mark Wiegardt, Owner and President, Whiskey Creek Hatchery
Terry Thompson, County Commissioner, Lincoln County
Jason Busch, Executive Director Oregon Wave Energy Trust
Flugh Link, SOORC and Oregon Dungeness Crab Commission

10:00-10:15
Break (network)

10:15 – 11:30
Regional Solutions for Economic Development
Introductions and Moderator: Greg Wolf, *Oregon's Regional Solutions, Director*
Betsy Johnson, *Oregon State Senator, District 16*
Dave Irzen Curry County Board of Commissioners, *Commissioner*



Sen. Jeff Kruse, Chair
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Rep. Wayne Krieger
Rep. Caddy McKeown
Rep. David Gombert
Rep. Arnie Roblan
Sen. Doug Whitsett
Sen. Betsy Johnson

Oregon Coastal Caucus



	<p>Mark Labhart, <i>Tillamook County Board of Commissioners</i> Shirley Kalkhoven, <i>City of Nehalem, Mayor</i> Keith Tymchuk, <i>City of Reedport Mayor</i> Martha Schrader, <i>Clackamas County Board of Commissioner</i></p>
11:30 - 12:30	<p>The Economics of Rural Oregon: The Role of Small Business in Regional and Economic Development:</p> <p>Introduction: Professor Michael Hibbard Moderator: Rep. David Gombert, <i>Oregon State Representative, District 10.</i></p> <p>Dan Biggs, <i>Executive Director at Economic Development Council of Tillamook County</i> Todd Davidson, <i>Chief Executive Officer, Travel Oregon</i> Darlene Hooley, <i>Former Congresswoman Darlene Hooley (?)</i> Don Lindley, <i>President of the Greater Newport Chamber of Commerce</i> Susan Morgan, <i>Commissioner, Douglas County Board of Commissioners</i> Robert Scull, <i>General Manager of Mo's Restaurant (Canon Beach, Florence, Lincoln City)</i></p> <p>Topics: While there are a number of positive indicators for Oregon's economy, there are no regions in the state that are back to pre-session employment levels and many of our rural and coastal counties continue to lag economically behind our more urban centers.</p>
12:30 - 1:45	<p>Lunch - (Keynote) An Update from our Congressional Leaders - Senator Ron Wyden</p> <p>Introduction and Moderator: Betsy Johnson, <i>State Senator, District 16</i> Senator Ron Wyden, <i>United States Senator, Oregon</i></p>
1:30 - 2:30	<p>Demographic Tsunami: Rural Health, Coordinated Care Organizations, and the Baby Boomer Generation</p> <p>Moderator: Senator Jeff Kruse, <i>State Senator, Oregon's 1st District</i> Introductions: Dr. Bruce Goldberg, <i>Director, Oregon Health Authority</i> Melissa Cribbins, <i>Commissioner, Coos County Board of Commissioners</i> Scott Eckblad, <i>Director, Oregon Office of Rural Health, OHSU</i> Bill Hall, <i>Commissioner, Lincoln County Board of Commissioners</i> Erik Thorsen, <i>CFO, Columbia Memorial Hospital</i></p> <p>Topics: Access to health care is generally less available in rural areas. As a result, much of Oregon has been designated as medical underserved based on low numbers of primary care physicians and measures of infant mortality, poverty and high proportions of elderly people.</p>
2:30 - 3:30	<p>Creating a New State Government Approach to Economic Development</p>



Oregon Coastal Caucus

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Rep. David Gombert
Rep. Arnie Roblan
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Sen. Betsy Johnson

	<p>Introduction/Facilitator: Michael Hibbard, Director of the Institute for Policy Research and Innovation and Professor of Planning, Public Policy, and Management, University of Oregon</p> <p>Moderator: Doug Whitsett, <i>State Senator, District 28</i></p> <p>Mary Abrams, <i>Director, Oregon Department of State Lands</i> Jim Rue, <i>Director, Oregon Department of Land Conservation and Development</i> Dick Pederson, <i>Director, Oregon Department of Environmental Quality</i> Lisa Schwartz, <i>Director, Oregon Department of Energy</i> Doug Decker, <i>State Forester, Oregon Department of Forestry</i> Tim Woods, <i>Director, State Parks</i></p> <p>Topics: Whether you are small startup, established tech firm, farm or recreation industry, business owners are looking for certainty in creating and maintaining a basis for economic development.</p>
3:30 -- 3:45	Break
3:45 -- 5:00	<p>Oregon's Legislative Coastal Caucus: Recap</p> <p>Moderator: Stephen Brandt, <i>Director of Oregon Sea Grant, Oregon State University</i> Sen. Jeff Kruse, Chair Rep. Deborah Boone, Vice Chair Rep. Wayne Krieger Rep. Caddy McKeown Rep. David Gombert Sen. Arnie Roblan Sen. Doug Whitsett Sen. Betsy Johnson</p> <p>Topics: The Oregon Legislature's Coastal Caucus is a bicameral, bipartisan group of legislators formed in 1985 to address the political, economic and social interests of rural and coastal Oregonians. They are dedicated to finding strategies for preserving Oregon's coastal and rural economies while providing strong advocacy that ensures a legislative voice in Salem. The CC will utilize this time to develop strategies for future legislation.</p>

**Board Report
Instructional Services
September 2013**

Dr. Roxanne Kelly, Vice President for Instruction

- June 18-19 several faculty members and I attended a conference at SWOCC on Active Collaborative Learning. This was made available and affordable as part of our ATD participation. The presenters came to us from Patrick Henry Community College in Virginia and are known experts on implementing this approach to teaching. Our ATD partner colleges also participated.
- July 17-19 I was invited to attend a conference in Kenosha, WI co-hosted by Snap On Tools and NC3 (National Coalition of Certification Centers). I had the opportunity to visit Gateway Technical College and the Snap-On headquarters. This was a chance to consider the benefits of becoming an NC3 partner.
- In-Service planning is nearly complete. This year's theme is *Make Your Personal Signature*. The dates are September 17 -27.
- Pete Bober retired June 30th. Currently he is contracted with us to serve as the SBDC Director until a new UBC/SBDC Director can be hired.

Dr. Ali Mageehon, Dean of Academic Support:

- Worked with the sixteen other community colleges to participate on an application for a third round of Trade Adjustment Assistance Community College and Career Training funding. The project title is STEM-UP Oregon and focus is on STEM career pathways and cooperative work experience. Umpqua requested funding for engineering, natural resources, and math related projects. We should receive notice in September if we've been awarded the grant.

ABS

- The new VISTA Volunteer, Sam Monohon, will start her position as the Woolley Center Learning Garden Coordinator on September 3rd, continuing the great work of VISTA Volunteer Hannah Morris. So far, we have donated 100 lbs of garden-grown food to Woolley Center students this summer, with more food harvested daily.
- We will be starting a new Oregon Pathways for Adult Basic Skills cohort, team-taught with one of the Dedicated Learning Communities, in Fall term and are currently recruiting students for this exciting program.
- Starting Summer 2013, the ABS program is present on campus with a full-time GED class, Beginning and Intermediate English as a Second Language classes, and a full-time OPABS cohort. We are also offering a new CTE and College Exploration class, so that students can attend presentations from instructors in several different programs from the campus and make informed decisions about possible courses of study they want to pursue.
- We are working closely with the new JOBS director, Sara Carson, to promote JOBS students in GED and OPABS classes at UCC.
- Learning Skills and Adult Basic Skills are collaborating on offering Core Skills Mastery and Online GED Academy options to students wishing to brush up on essential skills prior to COMPASS testing and for students who have missed the entry date for GED Orientation and classes.

Success Center

- Learning Skills staff has implemented a calling campaign for prospective students who have tested into Developmental Education. The staff is promoting the Dedicated Learning Communities to these students with the goal of presenting a college education as a tangible goal for all students.
- The Success Center saw an increase in CTE student usage for tutoring from fall 2012 to Spring 2013. Fall usage=22%, Winter usage= 54%, Spring usage=39%
- The Core Skills Management Initiative, which is collaboration with Apprion Inc. and the Learning Skills Department, has successfully served over 35 students in the community at no cost to the students.

Academic Partnerships

- Provisional approval has been given for UCC's 2013-2014 Perkins grant for \$178,000. Funds will cover new equipment for our automotive and culinary programs, high school connections events, curriculum development for ECE and CIS, and professional development.
- An updated dual credit student guide has been created and will be given to all dual credit students in Douglas County in the upcoming school year.
- Two new dual credit instructors have been approved. Hiroko Mast will teach advanced math courses at North Douglas High School. Braden Groth will teach agribusiness at Elkton. Joe Reihl, who last taught criminal justice at Douglas high school in 2005, will renew the course next year and has a number of field trips and guest speakers planned.
- Partnerships with high schools are expanding, particularly with South Umpqua High and Phoenix School where Principal Dan Cohnstaedt and Director Ron Breyne have made dual credit a particularly high priority.

JOBS

- Sara Carson has been hired as the JOBS Director. She started on August 1 and we are glad to have her working with JOBS again!
- Sara met with several community partners from the Douglas County Steering Committee for Supported Employment, which was hosted by Douglas County Mental Health. Each agency provided an overview of their programs, and the committee plans to meet quarterly.
- The staff have been providing mock interviews for clients in the Job Search component. Several clients have also been recently hired. One client was hired for a position earning \$35.00/hr.
- The new OFSET (Oregon Foodstamp Employment Transition) Service Plan which is to begin October 1st was sent to Salem and approved last Friday.

Jesse Morrow, Interim Dean of Career Technical Education:

- **Community Education:** UCC Community Education saw high registration for several of our summer offerings including College for Kids and the High School Driver Education program. Driver Education enrollment increased 12 % or 19 students over summer 2012. The department is gearing up for our move to the Workforce Training Center on Diamond Lake Boulevard. The new location will provide students with convenient access to our classes. The Director is currently serving as President of the Oregon Association of Community and Continuing Education.
- **Business:** Greg Kuk, accounting instructor, attended professional development classes in June for continuation of his CPA licensure. Martha Joyce, business chair, attended the Statewide CTE Summer Conference in August and gained many great take-away's in

support of our CTE programs. The department's two new medical office programs have gained approval from our accreditation body and have been moved to the financial aid approval process. It is likely that the programs will be fully ready for roll-out in January.

- **Allied Health:** Nursing and Dental Assisting- Nursing & Dental Assisting have relocated in the WCH building to better utilize the existing space and give DA a dedicated room to set up a dental chair "permanently" for student labs. The redistribution of faculty offices came with no additional costs in building supplies (we used room dividers that we already had), some labor time done by maintenance, IT & nursing staff and the final result meets the accreditation requests for private student conference areas. NCLEX RN pass rate to date (Aug 14) is 96% 25/26. The PN program will graduate 15 on Aug 30th.
- **Culinary Arts:** Chef Phil Hawkins was a guest judge for baked goods at the Douglas county fair this past week. A team of graduates of the UCC culinary arts department have been involved in the planning and opening of the new restaurant in town. Loggers tap house. We wish the graduates all the success in their endeavors. Preparations are being made for the coming school year: including streamlining instructional processes and procedures, cost alignment, and fine tuning product quality and service.
- **Automotive:** From July 15th to the 19th John Blakely and Dave Wolf participated in NC3 Train-the-trainer-9 at Gateway Technical College in Kenosha Wisconsin. Both John and Dave certified in the latest Snap-on Diagnostic training and John certified in Snap-on Wheel Service. This certification allows them to certify other Instructors in order to certify students and certify technicians from the industry. The Snap-on diagnostics have been infused into automotive classes offered at UCC for the last two years, giving the majority of the student's industrial standard certifications. Wheel service has been taught at UCC as part of the NATEF requirement, but at a minimal level. With the new equipment purchased through a grant from Perkins and the certification obtained at the training event, UCC will now be able to offer certifications in three areas of Wheel Service. UCC's automotive program will now also be up to current industrial standards and leading the way in new technology in Wheel Service. VPI Roxanne Kelly attended the NC3 event as an administrator and helped to strengthen the partnership between NC3 and UCC.

August 5th thru the 9th John Blakely, Dave Wolf, and Kevin Mathweg attended the T-TEN Instructor Community Training and Instructional Development Event at San Jacinto College in Pasadena Texas. Dave and Kevin received training in developing content to fulfill the requirements of Toyota's T-TEN model. John received training in targeted recruitment for T-TEN schools and completed a recruitment plan for UCC's T-TEN program. At the event it was announced the UCC's Engine Performance entrée was accepted by the T-TEN community. The entrée is a requirement for all T-TEN schools to be part of the T-TEN community and have access to the entire curriculum created by the rest of the community. UCC's entrée consisted of John and Dave creating all of the material including presentations, lab sheets and activities, reading assignments, assessment (both written and hands on), and all of the support material to run a three hundred hour Toyota and NATEF approved Engine Performance course series.

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

This will be the last Workforce and Community Education Division Board Report. With the retirement of Director, Pete Bober the departments are being reassigned to new instructional areas

within the college. The JOBS Program will be reporting to Dr. Ali Mageehon, Dean of Academic Support. Community Education and contracted training will be moving to the Career and Technical Education Division, headed by Jesse Morrow, Interim Career and Technical Education Dean. The Open World Program will be assigned to Jason Aase, Dean of Arts and Science. The Small Business Development Center will report to Dr. Roxanne Kelly, Vice-President of Instruction.

Community Education – Robin VanWinkle, Director:

- UCC Community Education saw high registration for several of our Summer offerings including College For Kids and the High School Driver Education program.
- Driver Education enrollment increased 12 % or 19 students over summer 2012.
- The department is gearing up for the move to the Workforce Training Center on Diamond Lake Boulevard. The new location will provide students with convenient access to CE classes.
- The Director is currently serving as President of the Oregon Association of Community and Continuing Education.

JOBS – Carla Bee, Outgoing Director; Sara Carson, Incoming Director:

- Carla Bee, long-time JOBS Director retired at the end of June.
- Sara Carson has been hired as the new JOBS Director. UCC alum, most recently worked for Head Start at UCAN Sara. Sara previously worked for UCC in the JOBS program from 2003 until 2011 in a variety of classified and management positions. She brings a strong background and passion for assisting low-income families and a demonstrated collaborative history with many of the JOBS Program's campus and community partners.

Small Business Development Center (SBDC) – Pete Bober, Director:

- The College and the Umpqua Business Center were not successful in their recent search for a new SBDC/UBC Director. A new search is underway and Pete Bober has agreed to continue as the half-time SBDC Director.
- SBDC staff is busy preparing for Fall classes and in particular the start of a new Small Business Management Class (SBM). SBM is an eighteen month program spread over two years that supports the needs of established businesses. The three-hour a month course focuses on all aspects of small business management and the coordinator works with each business involved outside of the class to identify specific goals for each business and develop strategies to achieve the goals.
- The Director and staff met last month representatives of KPIC, The News-Review and Brooke Communication to discuss opportunities for collaboration between the SBDC and the local media organizations.
- The SBDC will be hosting a presentation by Cover Oregon regarding opportunities for small business with Oregon's new healthcare exchange. The meeting will occur on August from 21st from 5:00 to 6:30 at the Umpqua Business Center. The session will be hosted by Congressman Pete DeFazio.

Workforce Development – Pete Bober, Director:

- The Workforce Development Department is working to transition its primary functions and ongoing training activities to the Community Education Department.
- The Department is working on a joint project with Linn-Benton Community College to deliver a certification test-preparation course for the Society of Human Resource Management Chapters in Roseburg and the Albany/Corvallis area. The course will originate with an instructor at Linn-Benton and will then be broadcast via video to students in Roseburg.

- The Director attended the Oregon Business and Industry Training System (BITS) annual meeting at Mt. Hood Community College in July. BITS consist of the contracted training and workforce development staff from the nineteen community colleges in Oregon. Robin VanWinkle, Community Education Director also attended the meeting.

Jason Aase, Dean of Arts and Sciences:

- CIA meeting in Astoria
- Continued participation in planning The Garden, 2013-14 Open World visits, Fall Inservice, and Leadership UCC 2014
- Attended the EducationUSA Forum in Washington, D.C.
- Relocating the dean's offices to faculty offices inside Snyder Hall

Communications/World Lang/Soc Sci

- New full-time psychology instructor (replacing Suzanne Schultz), Georgann Willis, has arrived in Roseburg from Virginia.
- Nick Tratz attended the EducationUSA Forum in Washington, D.C. with Jason Aase. The conference was designed for international student admission/enrollment personnel and covered topics including international student recruitment and the processes/procedures students encounter when coming from different parts of the world to go to school in the USA.

Human Services

- Sabbatical replacement for Jan Woodcock, Janese Olalde from Lane CC, has been hired for fall and winter terms.

Fine & Performing Arts

- *ThinkLab* presented by Renee Couture and Sandee McGee in the Art Gallery for the 10-week summer term. The gallery became an ever-changing space as the two artists conceptualized, created, and revised artworks. Visitors were able to view the artists' processes and examine in-progress works.

Science

- New full-time geology instructor, Karen Carroll from Vancouver, WA, has been hired to replace John Orcutt. John was a one-year temporary hire (filling in for Jason Aase) who has accepted a full-time position in Iowa.
- science and math instructors are in the initial planning stages for STEAM 2014 (Science, Technology, Engineering, Arts and Math)
- science faculty and staff are planning this fall's Douglas County Museum's Spooky Nights.

VE/SOWI

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

- Chris – continued participation in SOWA and RVWA meetings and events
- Chris – continued work with Smithsonian Archivist to document Oregon Wine History for Linfield College
- EDA grantors visited the SOWI facility in July
- SOWI hosted the Wine Cluster Conference sponsored by VESTA, Aug 23, in Jacksonville
- Dwayne – participated in the wine judging at DC fair
- SOWI gate – gorgeous and installed!
- Vineyard planted and is doing well.

David Hutchison, Library Director:

- Kristin will be in Leadership UCC next fall and is currently on vacation.
- Valerie has been very active in Labor Management Committee meetings.
- Katie and David are learning to use the new content management system to re-design the library website.
- The library staff has completed the acquisition, cataloging, and processing of the Erath Family Foundation Collection of books about wine, viticulture, and enology.

**Umpqua Community College
Vice President for Student Services
Board Report – September 11, 2013**

Advising and Career Service Center – Mandie Pritchard, Director

Disability Services has diligently been working with incoming students' to register them for fall term accommodations. In addition, Disability Services will be presenting at the Faculty Retreat on the topic of working with Veteran Students. Danielle Haskett will be collaborating with Terrence Bradford in the Academic Success Center regarding potential training for tutors assisting veterans with their classroom content.

New Student Orientation (NSO) Summer/Fall:

Total # of NSO's offered (UCC & HS) = 37

Total # of students completed NSO's Sum/Fall = 585

Total # of NSO's completed online = 68

of students signed up to attend an NSO within the next week = 94 and counting

Student Life Office - Marjan Coester, Director

ASUCC Student Leadership Team

The five new ASUCC Student Leadership Team officers – Sarah Gordon, Charles Martin, Kattie Contreras, Shane Rinehart and Susie Day – have had a busy summer, meeting regularly for leadership training and volunteering. As part of their activities, the officers read The Student Leadership Challenge and Emotionally Intelligent Leadership for Students. The discussions about the readings and their relevance and application to their leadership positions have been exciting.

As a complement to their leadership development activities the group had the opportunity to meet with various members of the campus community including Vanessa Becker, Rick Aman, Roxanne Kelly, Rebecca Redell, Dan Yoder, Chris Van Dyke, Steve Buchko, Jess Miller, Jeanine Lum and Jasmine Allen to learn more about certain aspects of UCC operations and services.

The new officers attended the OCCSA Student Leadership Conference in September. Charles Martin and Daniel Bates (a Success Center tutor) participated in a week long immersive leadership experience called LeaderShape. The student leaders helped with the Foundation Golf Tournament, Relay for Life and the Douglas County Fair.

Clubs

The Bible Student Club met regularly over the course of summer term.

Student Life Office - Director

I had the opportunity to co-coordinate the OCCSA Student Leadership Conference along with Amber Hastings, the OCCSA Organizer. Nearly 100 student leaders representing 15 community college campuses participated in this year's conference, held at Menucha Retreat Center.

I facilitated the icebreakers and teambuilding activities for the 2013-2014 Project Leadership September class.

Leadership UCC 2013-2014 kicks off on September 20 for its sixth year. We are anticipating have twenty-two employees participate in this year's cohort, which will make it the largest class ever!

SSS / Transfer Opportunity Program – Corrie Sommerfeld, Director

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

Activities related to meeting grant objectives:

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

- Total of Academic Support- 2,445 hours
- Total of Personal Support and Mentoring - 796.5 hours
- Total Educational and of Enrichment Activities- 942 hours

Book Resources/ Lending Library

- 161 Book Loans were awarded to TOP students
- Results in an estimated impact of **\$10,000** for TOP students

Grant Aid to students: \$22,000

Student Workers

- Unfortunately because of limited budget resources we had to dramatically cut our budget and limit our tutoring expenses to **\$12,000**.
- A total of 20 UCC students worked through our office as peer tutors.
- If students attend three tutor training sessions they become a Level 1 CRLA (College Reading and Learning Association) certified Tutor. This increases their chances of being hire at the university as CRLA is nationally recognized.

Financial Impact

- **\$42,000** direct financial support to UCC / TOP students.

Educational Talent Search & Upward Bound – Missy Olson, Director

Upward Bound

A successful summer academy wrapped up at the end of July. Students learned about geology with three cave exploration field trips. They delved into the world of Robin Hood and watched the Oregon Shakespeare's production of the play at the end-of-year trip. In addition, they improved math skills, wrote research papers, learned French, studied important concepts on the SAT, learned about financial literacy, and debated critical topics from today's media. 49 students participated in the regular summer academy, and two new graduates participated in

the summer bridge program, taking college classes while still receiving support from Upward Bound.

We are starting the new year with 47 returning students with the need to fill 13 spots. We have several pending applications and plan on recruiting in the high school classrooms in September. The group is scheduled to help at The Blast for Recovery and Prevention in September as their Saturday Seminar and the ongoing commitment to volunteer at worthwhile causes throughout the community.

Educational Talent Search

The ETS staff are off during the summer, but during that time, we worked to revise the grade-level curriculum for 9th-11th grades, ensuring that we are meeting service requirements in college search, career exploration, financial literacy, test preparation, and advising. In addition, our staff is changing and evolving. Jennifer Vaughn has accepted the South Umpqua High School counselor position, Cat Wilson was recalled into the full time position, and we are in the process of hiring the PT advisor to cover Oakland, Glide and the middle schools. The staff must recruit over 250 students in the fall, and we hope to grow our middle school numbers along with continuing our high quality high school presence.

Ford Childhood Enrichment Center – Ronda Stearns, Director

What did you do for your summer vacation? We here at the Ford Childhood Enrichment Center spent the summer months doing a variety of things. We'd like to share some of them with you now.

(To be sung to the tune of "Row, Row, Row Your Boat.")

Sew, sew, sew beanbags on the sewing machine.
Cutting, stitching, stuffing, throwing
Not a single kid did bleed.

Blend, blend, blend smoothies for our fruity snacks.
Peaches, bananas, and blueberries
Oh, how our lips smacked!

Plant, plant, plant our seeds so we'd grow acorn squash.
Must have got our seeds confused
Now pumpkins fill our plot.

In addition to the above we have also taken a few vacations, suffered through an appearance of Hand, Foot, and Mouth Disease, and bid adieu to some friends whose parents were going away to four year colleges and universities. Although we will miss our friends we know there are new friends to make with the coming of fall. We hope you enjoyed your summer too!

Recruiting Department – Richard Robles, Recruiter

During the month of August, the Recruiter has been involved in consistently placing phone calls to a generated list of students who completed units during the spring term, but have not registered for fall term credits yet. Contact was made with 70% of the 784 students that fell on the list with over 175 students registering within the last two weeks, averaging around 9 credits per student for the fall term. Effort in contacting the remaining percentage of students on the non-registered list will continue during the first few weeks in September. Credit needs to go to David Farrington and Dan Yoder for providing the idea and data, respectively, to the Recruitment Office during this project.

Another major event for the Recruitment Office during the month was helping LaVera Noland and Linda Stout register all of Roseburg High’s dual credit students during the high school’s 4-day registration of their current students. Using iPads and laptops right on the spot, the registration process for over one hundred seventy shared students was streamlined beautifully while dispensing important directions and information for subsequent terms.

The Recruiter will be training new Student Ambassadors to help manage the Student Kiosk in Campus Center, where students will be able to look-up Financial Aid requirements, solve course registration issues, and receive general instructions regarding their Riverhawk Web account. Nicole Johnson will join the team of Student Ambassadors in Campus Center, with Karina Roberts and Victoria Harris, returning as Ambassadors for a second year.

Financial Aid – Michelle Bergmann, Director

Financial Aid Applications

3766 – Total application to date for 2013-14

4647 - Total applications to date for 2012-13

Financial Aid Awards

860 – Total awards packaged to date for 2013-14

900- Total awards packaged to date for 2012-13

Disbursements for the 2013-14 award year through 08/26/2013 total over \$790 million to 860 students in Grants, Loans and Federal Work-Study. This does not include outside sources such as veteran’s benefits or UT&E.

- The office participated in a week long review by Nancy Davis, a Financial Aid Consultant who was hired by Dr. Joe during the week of August 05, 2013. We received a report that was acceptable by all with very few compliance issues. We are in the process of working through the report recommendations and correcting what needed to be addressed.
- We have been contacted by the Dept. of Ed with regards to a Default Management Plan. Michelle Bergmann in consultation with Dan Yoder and Rick Aman developed a “draft” Default Management Plan for the US Department of Education. This plan was submitted for review and comment to USDOE on August 29th. We are awaiting feedback.
- Director attended a quarterly Financial Aid Directors meeting at Clatsop CC in Astoria.
- Brian Proctor attended the annual Summer Drive Inn training session at Lane CC in Eugene. As a new employee this was his first training opportunity.

- Ann Abel attended the yearly veterans WAVES conference in New Orleans.
- Linda Vellines provided 9 on campus FALS seminars during the months of July and August and there are 3 additional on campus seminars scheduled for September before the start of Fall term. There continues to be online seminars available to students.
- Our office is current in our awarding with 85 students pending review. We have transitioned very well to a more efficient way of using the Banner system. There continues to be changes and tweaks but overall the transition has been successful.
- We are in the process of hiring a full time temporary position to assist with those students currently in default. This is an effort to assist with rehabilitating these students to get them off of our current default rate.
- Continued work with IT to gain knowledge and skills in the Financial Aid Banner module and utilizing the resources of Ellucian Support online.
- Preparing to begin work on the annual FISAP report due the end of September.

Vice President – Rick Aman

Rick has been with UCC for about a month. He has spent much of that time meeting staff and becoming acquainted with both internal and external partnerships. Rick has been working closely with Roxanne and Rebecca to align relationships among Instruction, Administrative Services and Student Services. He has taken a trip with 8 staff and veteran community representatives to tour the Vet Center at Clackamas Community College along with the CCC One-Stop facility. He has been making appointments with our High School Principals to explore ways to work closely with dual credit and transfer partnerships. Rick is leading staff discussions considering how to improve enrollment and registration processes through a One-Stop function.

Chief Financial Officer
Board Report – September 2013

Bookstore Manager – Cathy Vaughn

The Bookstore has spent the summer getting the store ready for the Fall term to begin. We have been busy receiving freight and merchandising our shelves.

Our summer Textbook buy back will be going on until Aug. 29th. The next one will be in December during Fall term finals week.

We will have Fall term books available Sept. 16 both in store and on-line.

Extended hours will continue the first two days of Fall term. Sept. 30 & Oct. 1 .

We will be closed on Oct. 21 to install and train on a conversion for our POS and textbook information systems. When this is done we will not have a bridge between the textbook inventory and the rest of the store as we do now and it will include a rental piece with it. This will enable our students to rent or buy their books (new or used) through our registers, including using their financial aid for payment. We are really excited about this new option for our students.

New to the Bookstore are Gift Cards. They are a plastic card with a nice picture of our fountain that can be used for any purchase in the store. We hope there will be many Christmas gifts of UCC Bookstore Gift Cards this year.

Finance Director – Natalya Brown

Fiscal year 12/13 books are finally closed! We are preparing for the annual audit which will take place September 3, 2013 through September 6, 2013.

Chief Financial Officer – Rebecca Redell

The transition to this new position is ongoing. It has been an exciting and exhausting summer. The Administrative Services retreat will take place September 11th. Our focus will be customer service and innovation. I am very excited to see the outcomes from this day.

Board Report – September 11, 2013
Jan Baxter, Human Resources Director

Current Job Postings

INTERNAL PROMOTIONAL OPPORTUNITIES

- Lead Academic Advising Specialist FT
 - Now External Also
- Front Desk Assistant PT
 - Now External Also
- Marketing Assistant PT
 - Now External Also

FULL TIME

Classified

- Database Administrator System Administrator Linux FT
 - Open Until Filled
- Financial Aid Specialist FT Temp

Confidential/Exempt

No openings at this time

Faculty

No openings at this time

Administrative

- Director of Business Incubation and Small Business Development FT
 - Reopened
- Student Success Program Manager FT
- Accounting Projects Administrator FT

PART TIME

Classified

- Educational Talent Search PT
- Accommodations Specialist PT

Faculty

- Non Credit Computer Instructor PT
- Non Credit Pesticide Instructor PT
- Driving Program Instructor PT
- Paralegal Instructor PT
- Nursing Clinical Instructor PT
- Faculty Technology Fellow PT

CURRENT ACTIVITIES

The Custodial, Security, Safety, and Payroll Departments are now included in the Human Resources Department.

Recruitment

- The Human Resources Department continues to move forward on implementation of the NeoGov recruitment software. The “administrative” side and web link have been completed and we are working on the “supervisory” side where the requisitions will be entered.

Labor Relations

- Negotiations are complete for full time faculty, part time faculty and classified employee contracts. The full time faculty contract was ratified by the Board in August. We will be requesting ratification of the classified association contract in September. Part time faculty anticipates voting on their contract at the end of September for presentation to the Board in October.

Trainings and Activities

- Open Enrollment for insurance benefits and flexible spending accounts are almost complete for the new plan year beginning October 1. An OEGB Open Enrollment presentation, followed by an employee Benefits Fair, was held on Wednesday, August 28.
- A report is being developed for monitoring part-time employee hours in relation to the new Affordable Care Act. Part-time employees who work an average of 30 hours per week, or 130 per month, during a defined “look back” period, will soon need to be offered affordable insurance coverage. Requirements are still being interpreted, and at this point, we simply are making efforts to be ready when it becomes effective. Health benefit options will be shared with the President beginning in October.
- The new full-time Faculty 2013-14 salary schedule has been implemented and steps were awarded for those eligible.
- The annual VETS 100 report has been completed.
- A new video training was implemented in July for administrative staff. Once the academic year begins again and vacation times are taken, it is hoped that more administrators will join in on the monthly Brown Bag Lunch Video Training.

- Online employee training through Workplace Answers is being finalized and will be announced to employees during in-service week.
- The HR Systems Coordinator is cross-training the HR Technician in Banner duties.
- The setup process for implementing Web Time Entry is being reviewed.
- "Dog Day Afternoon" was a great morale booster. Well behaved canines visited our campus and employees. Those who couldn't attend, including dogs, cats, a horse, and a chicken, sent in photos. Thanks to Ruby, our UCC canine, for inspiring this event.
- Jan attended the Oregon Institute for Leadership Development the last week of June. She came back energized and excited about strengthening this role. Both Jan and Kelley will be attending Leadership UCC this year.
- Kelley has joined local boards, as the Media Chair of the newly formed Douglas County Safety Association and as Treasurer of the DC SHRM chapter.
- Sue and Jan attended CCHR in Bend where the main topic was health care reform
- HR assisted with the annual golf tournament in July and the fair booth in August.

Payroll

- We've resolved a few PERS issues concerning computation of hours worked for part time employees preparing to retire.
- Working on moving payroll files from my C:drive to the G:drive.
- Payroll has been busy reconciling accounts for the upcoming audit and doing the normal day-to-day duties. Summer is always a good time for storing old records, organizing files and cleaning.

Custodial

- Crew continues to work on floors and deep clean.
- Preparing Safety in Motion training for both custodial, security, and maintenance staff
- Purchased new window washing unit for all campus (especially Lang Center) using ionized water

Security

- Completed quarterly building safety inspections
- Completed checks of all fire extinguishers
- September 8, 2013 – Entire security department will test college emergency communication system for lockdown drill
- Campus wide lockdown drill 2:00 pm – 5:00 pm on In-service day – September 17, 2013

Safety

- Kelley Plueard and Steve Buchko attended a 2 day training put on in Eugene by the SAIF Corporation in regards to proper lifting called "Safety in Motion"

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

We have had a busy and productive summer in the division. Below are updates to major projects.

Print management in campus computer labs. While GoPrint has been utilized in the library for over a year, the Campus Technology Oversight Committee proposed that we expand print management to all labs. This summer, a task group came together to work through this project. To that end, equipment has been ordered and the next phase is a visibility campaign. Overall, the goal is to reduce unnecessary printing which should also yield financial savings.

Website Redesign. The website and social media subcommittee has made significant progress this summer by delving into site taxonomy and responsive, intuitive design. Work continues to build out key pages so we can rollout the site in early 2014. The group is excited to share the progress of the site with colleagues. More information on the redesign is available online at <http://www.umpqua.edu/it-division-web-services/web-redesign-project>.

Infrastructure updates. Through careful budgeting last year, we were able to order equipment to complete a switch refresh (80 switches in total) and begin the first phase of upgrading to an enterprise wireless network. These are significant projects that have been needed for some time and will enhance our reliability and security. Staff have worked tirelessly to complete installation, testing and troubleshooting this summer.

Virtual Desktop Infrastructure (VDI) for lab deployment. VDI allows for backend management of lab machines and saves time for faculty, staff and students. We had the opportunity to complete a proof of concept test this summer with one of our labs using VDI equipment on loan from one of our vendors and had great success. Due to budget limitations, we have opted to put this project on hold and be fiscally conservative at this time and seek other funding sources to see this project through in the next two years.

Learning Management System (LMS) Review. As you may recall, spring term was the kick off for the LMS Alliance. We were able to learn, via vendor presentations, about five platforms for online and enhanced classes. The Campus Technology Oversight Committee met in June, considered the recommendations of the subcommittee and faculty cohort and narrowed the field to two contenders. Over the past few months, the faculty cohort has been deep diving into Canvas and Blackboard Learn. The next step is to share further information with the campus this fall so the broader campus community, including students, can have a chance to learn more about these two systems.

Federal Loan Default Rate – The next official annual average default rate may not be published until after September 30, 2013. During the past year the running month-to-month rate has drifted up to 40% and is currently below 40%.

Year	2005	2006	2007	2008	2009	2010	2011
2 Year Default Rate	5.10	8.00	7.90	8.20	11.80	17.20	23.90
3 Year Default Rate	9.60	15.60	17.50	17.70	24.30	38.20	

Financial Aid Compliance Audit and Process Review:

- The Technical Audit was conducted using a consulting service August 5 through 8, 2013.
- Summary of Findings:
 - The Financial Aid department is in full compliance with Federal Department of Ed. rules and regulations pertaining to the qualification, packaging, managing and disbursement of financial aid dollars.
 - Recommendations for improvement were regarding various pieces of institutional information that must be disclosed to students and employees on an annual basis.
 - The “College Navigator” link was absent from the college web site and the college is encouraged to review all “Consumer Information” disclosure requirements of related departments to insure currency. This issue will be resolved when the Colleges new web design is implemented.
 - UCC does not receive confirmation that students have done exit counseling as per federal requirement. IT is working in partnership with the Financial Aid Director to insure that that exit counseling data provided by NSLDS is being monitored and brought in to Banner.
 - Policies and Procedures Manual – The Director is conducting a comprehensive review of written polices and procedures and will update and add as necessary.

Student Loan Default Mitigation and Student Success Support:

- The Financial Aid Director is currently drafting a comprehensive “Default Management” plan that will provide structure, process flow, and guidance to default mitigation and management.
- Financial Aid Literacy Seminar (quiz at the end that must be passed) available both on campus and online. Started Summer of 2011.
 - Financial Literacy and budgeting
 - Cost of Attendance
 - Award Types/Outside Resources – Money that does not have to be paid back (scholarships, grants, Dreamsavers, employment)

- Intensive look at loans, subsidized versus unsubsidized, loan limits, rights and responsibilities and repayment
- Satisfactory Academic progress
- Entrance Counseling (Currently online) Conducted since UCC has been offering loans.
- New Loan Borrower 30 day delay – Federally imposed requirement.
- Not awarding Unsubsidized Loans up front – since Summer 2012.
- Students must complete a Loan Request Revision Form to request an Unsubsidized loan - since Summer 2012.
 - This form requires students to:
 1. Submit a budget based on the number of terms and months enrolled in school for the academic year to create awareness of loan amount needed.
 2. Research their loan balance on NSLDS – National Student Loan Data System
 3. Go to the FinAid website to determine what their estimated monthly loan payment will be on their current debt

The purpose of this form is to create a more educated loan borrower

- Awarding FWS up front to encourage students to gain work experience rather than borrow since Summer 2012
- Students with over \$25,000 are flagged as a high debt student and they are required to submit an appeal, which includes the student submitting a term by term planner. If the student is approved for further borrowing they are held to the planner and not allowed to take any other additional courses. This promotes students to complete their degree as soon as possible with less borrowing. Since Summer 2011
- Implementation of SALT –April 2013
- Increased communication across campus by speaking with faculty and several committees – Spring 2012
- Skip tracing – since UCC has been offering loans
- Letters to students beyond 60 days delinquent – SALT has pretty much taken this over – done since August 2011
- Exit Counseling – offered online (booklet is mailed to student no longer attending 6cr.) – Federally imposed requirement
- Monitoring SAP on a term by term basis – Federally imposed requirement
- Hiring of a temp. full time position to work with current defaulted students – Approved June 2013
- Timely reporting of enrollment to the clearing house is done by registration which in turn updates NSLDS – submitted as per Admissions staff schedule starting 2004

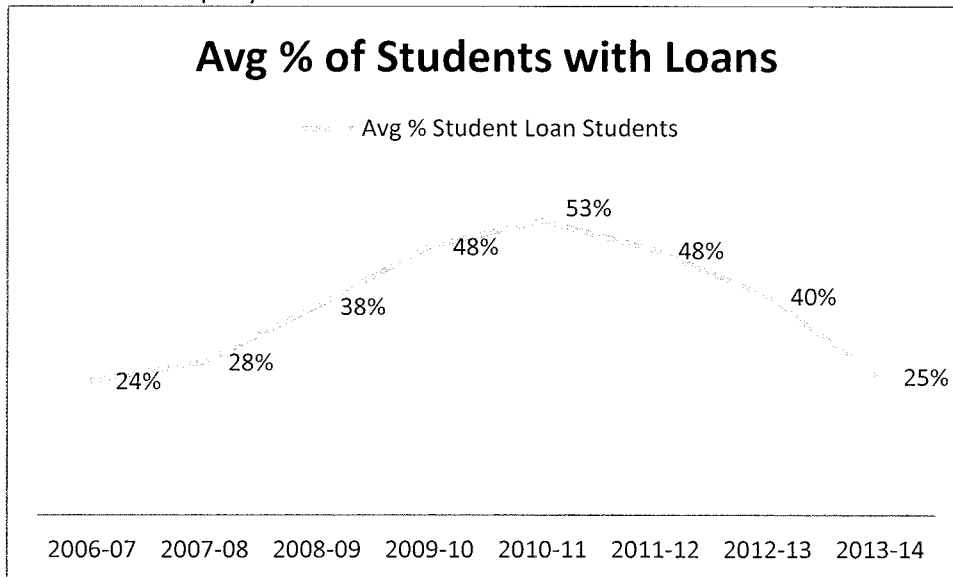
Other Mitigation Actions:

- Communication across campus includes:
 - Mainstream articles to keep college campus as a whole informed (12/13 academic year)
 1. UCC Default rate and potential impact
 2. SALT introduction
 - Board reports and presentations

- Faculty assistance with drop for non-attendance and recording LDA (Last Date of Attendance)
- Early Alert status reports used by faculty – student retention, resources made available to students by Advising Center. Possibly we should add \$ALT to the list of resources?
- Intrusive advising as part of the collection of the Loan Request Form. (Summer 2012)
- Job placement services are available to current and former students. (Students who are working are less likely to default)
- FALS was revised during the second year to incorporate all learning modes, in an effort to reach more students. (Fall 2012)
- Partnered with Advising Center with regards to NSO which incorporates Financial Aid aspects. (Began when NSO became mandatory.)
- Communication with other Community College FA Directors – working together across Oregon.

Student Loan Volume:

- Student Loan Volume – The FA office processed 875 loans of all types for 2007-08. For 2010-11 there were 3,490 loans processed. For 2012-13 1,573 loans were processed. For summer term this year 349 loans have been processed as compared to 759 last summer term.
- Data for 2013-14 is projected based on summer term students loans reflecting summer term student loans prior to the economic down-turn. Normally about 25% of our credit students depend on federal loan aid per year.



- % of credit students using some form of financial aid:
 - Prior to the enrollment surge for 2007-08 79.91% of full time and 40.40% of part time students used some form of financial aid.
 - During the enrollment surge (2011-12) 91.95% of full time students and 66.88% of part time students used some form of financial aid.
 - Post enrollment surge, for 2012-13, 86.45% of full time and 52.14% of part time students used some form of financial aid.



BOARD OF DIRECTORS

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Connie Williamson

EXECUTIVE DIRECTOR

Dennis O'Neill

**Executive Director's Report
August, 2013**

General Board Meeting

The Foundation Board will hold its next General Board meeting at 11:30 a.m. on September 3, 2013 in the Lang Center. Members of the Board of Trustees are always welcome and encouraged to attend these meetings to greet these important leaders of our community and thank them for their service to our UCC.

Foundation Committees

The Foundation consists of six standing committees and one ad hoc committee. These committees include the Community Relations Committee, the Budget Committee, the Annual & Planned Giving Committee, the Board Development Committee and the Scholarship Committee. The ad hoc committee is exploring the feasibility of establishing a C Corporation which would be wholly owned by the Foundation. An Executive Committee oversees the work of these committees.

The Foundation has only had fulltime staffing for the past five years. At that time the Foundation Board was increased in size to develop capacity to conduct the college's first capital campaign and subsequent bond levy campaign. Along the way we worked in acquiring a liquor license for the college, organizing a pool committee and briefly coordinating event activities. We have not had time to focus on Foundation Board and Committee development until this past half year. Our collective focus in the near term is to decentralize authority to the committees to increase empowerment and engagement, to aggressively pursue annual and planned giving and to create alternative investment strategies that meet our need for fund growth.

Foundation's Annual Golf Tournament

The Foundation conducted its Annual Golf Tournament on July 19th at the Myrtle Creek Golf Course. It was a successful event which would not have been possible without the faithful volunteers who turn out each year to help us. Over \$5,000 was earned for the bus pass fund for students at UCC.

Alumni Association Fundraiser – Opening Night at Summer Musical

The Opening night of the Summer Musical "Fiddler on the Roof" was on July 25th. This annual event was sold out again with 150 guests. Congratulations to the Theater Arts and Music Department for a wonderful performance.

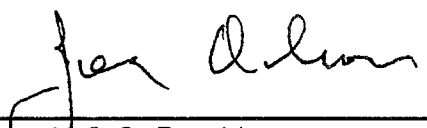
BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item
 Action Item

Subject: UCC Board of Trustees Goals for 2013-14	Date: Sept. 11, 2013
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Board of Trustees goals for 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 Dash Board for Monthly Meetings
- Continue to Monitor Political/Legislative Actions and Advocate for UCC

Recommendation by: <hr style="border: 0; border-top: 1px solid black;"/>	Approved for Consideration:  <hr style="border: 0; border-top: 1px solid black;"/> U.C.C. President
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BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item

Action Item

Subject: ACEUCC Contract Renewal

Date: September 11, 2013

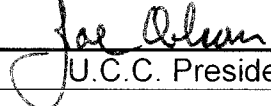
The Board is requested to ratify the ACEUCC Contract which is effective from July 1, 2013 through June 30, 2015.

Recommendation by: Jan Baxter,
 Human Resources Director



 FOR JAN BAXTER

Approved for Consideration:



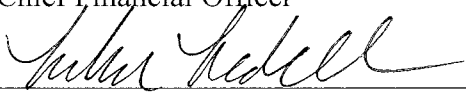

 U.C.C. President

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Informational Item
 Action Item

Subject: Resolution #1, Approval to Spend Funds	Date: 09/11/13
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This is a resolution to increase appropriations in the Special Revenue Fund – Grants and Contracts. Michelle Bergmann was awarded \$5,000 for assistance with the American Student Assistance program from the Community College Support Fund, Stephanie Newman was awarded \$2,500 for Oregon One Acts from the City of Roseburg.

Recommended by: Rebecca Redell, Chief Financial Officer 	Approved for Consideration:  U.C.C. President
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UMPQUA COMMUNITY COLLEGE
Resolution No. 1 - FY 13-14
Approval to Spend Funds

WHEREAS, Umpqua Community College has been awarded \$5,000 for the American Student Assistance program "SALT", and \$2,500 for Oregon One-Acts and;

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

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

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby adopts this resolution for the grant expenditures of \$7,500 for the implementation of these projects.

SPECIAL REVENUE FUND - GRANTS AND CONTRACTS

	13-14 Budget Through Resolution 0	Adjustment	13-14 Budget Through Resolution 1
REVENUES:	\$ 4,183,183	\$ 7,500	\$ 4,190,683
EXPENDITURES:			
Instruction	\$ 2,073,671		\$ 2,073,671
Instruction Support	348,264	\$ 2,500	350,764
Student Services	1,701,248	\$ 5,000	1,706,248
Community Services	60,000		60,000
TOTAL	<u>\$ 4,183,183</u>	<u>\$ 7,500</u>	<u>\$ 4,190,683</u>

ADOPTED this 11th day of September, 2013

Clerk of the Board

Chairman of the Board