

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 2014-15

- **Continue to enhance the relationship between the UCC Foundation and the UCC Board of Trustees.**
- **Assess and improve internal communications and cultural competencies and focus on internal staff development.**
- **Continue efforts to initiate construction for the Health, Nursing, and Science building and implement pieces of the Master Plan.**
- **Assist staff in creating a useful dash board for monthly meetings.**
- **Continue to monitor political/legislative actions and advocate for UCC.**
- **The Board will focus on ways to remove barriers from recruitment and application to course completion.**

VOL. XLIX, No. 7 BOARD OF TRUSTEES MEETING 3:00 P.M. Board Room, FEB. 11, 2015
Work Session: Contract Language and Debt Service Review, following the regular Board meeting

AGENDA

MEMBERS:

Vanessa Becker, Chair _____
Joe Yetter, V. Chair _____
Betty Tamm _____
Bob Bell _____

Elin Miller _____
Sharon Rice _____
Wendy Weikum _____

ADMINISTRATION:

Joe Olson _____
Roxanne Kelly _____
Joyce Coleman _____
Rebecca Redell _____

I. CALL TO ORDER Chair Becker

II. ATTENDANCE Chair Becker

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 Becker

V. CITIZEN COMMENTS

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

VI.	ASUCC REPORT	Kristapher Yates	
VII.	ACEUCC REPORT	Judy Ode	
VIII.	UCCFA REPORT	Marie Gambill	
IX.	PRESIDENT'S REPORT	Dr. Olson	pp 6 - 24
X.	OCCA REP. REPORT	Dir. Bell	
XI.	STUDENT SUCCESS UPDATE	Dr. Olson	p 25
XII.	OLD BUSINESS		
XIII.	NEW BUSINESS		
	A. Academic Calendar 2015-2016	Roxanne Kelly	pp 26 - 27
	B. Early Retirement Request	Lynn Johnson	p 28 - 30
XIV.	BOARD COMMENTS	Chair Becker	
XV.	ADJOURNMENT	Chair Becker	

IMPORTANT DATES:

- Winston-Dillard First Citizen's Banquet, February 23, Winston Community Center
- OCCA Legislative Summit, February 25, Salem Conference Center
- Myrtle Creek Citizen of the Year Banquet, March 7, Myrtle Creek Elks Lodge
- Pre-Budget Committee Meeting, March 12, 5:30 pm, Jacoby Lobby

NEXT BOARD MEETING:

- Wednesday, March 11, 2015, Board Meeting, Board Room, 3:00 p.m.

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

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item

Action Item

Subject: Consent Agenda

Date: February 11, 2015

Recommendation:

Recommend approval of:

Minutes of College Board Meeting of January 14, 2015 pp 1-4

Personnel Actions pp 5

Recommendation by:



Approved for Consideration:


_____ U.C.C. President

**UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
January 14, 2015**

The Umpqua Community College Board of Trustees met Wednesday, January 14, 2015, in the Board Room of the UCC Welcome Center, Roseburg, Oregon. Board Chair Becker called the meeting to order at 3:00 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:

Robynne Wilgus	Jason Aase	Debbie Hill	Caroline Hopkins
Roxanne Kelly	Kristapher Yates	Natalya Brown	Marie Gambill
Rebecca Redell	Ali Mageehon	Lee Salter	Jessica Richardson
Joyce Coleman	Ethan Snyder	Dan Yoder	Jesse Morrow
Lisa Fields	Stuart Kramer	Michelle Harding-Olson	Lynn Johnson

Consent Agenda:

- A. Board Minutes of December 10, 2014
- B. Personnel Actions

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

Presentation

Dan Yoder, Director of Information Technology, presented the Annual Enrollment Report for the Academic Year of 2013-2014. Assisting him in the report compilation was Michelle Harding-Olson. The total reimbursable FTE of 2,998 is a decrease of 319 FTE or 9.61% from the prior academic year. Mr. Yoder explained reimbursable FTE and that, generally, about 4-6% of the college’s total FTE is non-reimbursable. New programs and certificates, suspended programs, and submitted/in-progress programs and certificates were reviewed. Mr. Yoder clarified that the decreased amount of financial aid distribution is due, in part, to students being educated about taking a loan. He also noted that some funding bypasses the college and is deposited directly to a student’s bank account. The report will be posted to the college’s website and is attached to the permanent meeting minutes.

ASUCC Report

Kristapher Yates, ASUCC President, reported on a few changes within the ASUCC leadership. A new Executive Vice President has been named, Megan Morehouse, and there has been a turn around with four senators. Attendance was encouraged at the basketball game taking place after the Board meeting. A flea market is being planned with the proceeds going towards the Umpqua Singers’ Ireland trip.

ACEUCC Report – There was no report.

UCCFA Report

Marie Gambill, UCCFA President, said the faculty lecture series started during the fall term and is going very well. The next lectures will be on January 21 & 22. Fall term went well and, thus far, the winter term is also going well.

President's Report – There was no report.

OCCA Report

President Obama has suggested a program for free attendance at community colleges. Dir. Bell said “free” is a big word and Oregon’s Senator Hass has suggested the same thing for within the state. Both of the options are being modeled after portions of a similar program in Tennessee, which is funded through a lottery endowment, is the “last” dollar, and includes student success stipulations. The federal program will cover tuition and fees and is not “last” dollar. Sen. Hass’ proposal is “last” dollar, will benefit middle income/non-Pell eligible students, and has no dedicated funding stream. OCCA is very concerned about both of the ideas. They are also encouraging attendance at the state capitol on February 5 for voicing support for community college funding. Chair Becker has heard Sen. Buckley mention several times how \$500 million is not enough funding.

Student Success Update

Ali Mageehon, Dean of Academic Support, and Caroline Hopkins, Director of TOP/SSS, showed a PowerPoint presentation on the Supplemental Instruction Pilot Implementation. The presentation notes are attached to the permanent meeting minutes. The Title III grant is covering most of the expenses associated with this plan. The goal is to increase the pass rate of the following classes: WR 115, SOC 204, BA 211, MA 111, and CIS 120.

OLD BUSINESS – there was none.

NEW BUSINESS

Natalya Brown, Director of Finance and Accounting, presented the Proposed Budget Calendar for Fiscal Year 2015-2016 for Board approval. The calendar is attached to the permanent minutes.

Motion: I move for approval of the Budget Calendar for 2015-2016 as presented. Motion by Dir. Bell, seconded by Dir. Miller and carried unanimously.

Resolution No. 6 – Approval to Spend Funds

Ms. Brown then presented Resolution No. 6 to increase appropriations in the Special Revenue Fund – Grants and Contracts. Gwen Soderberg-Chase was awarded \$17,683 from the Southern Oregon Early Learning Professional Development Consortium to support the professional development of current and emerging early childhood care providers and educators.

Motion: I move for approval of Resolution No. 6 as presented. Motion by Dir. Miller, seconded by Dir. Tamm and carried unanimously.

Lynn Johnson, Director of Human Resources, presented an early retirement request from Lee Salter, Director for Community Relations, to be effective June 30, 2015; her request is attached to the permanent minutes. Ms. Salter will have served UCC for 23 years and qualifies for early retirement benefits as per UCC Board Policy 326.

Motion: I move for approval of the early retirement request as presented. Motion by Dir. Miller, seconded by Dir. Yetter and carried unanimously.

Ms. Johnson requested the Board's approval to ratify the UCCPTFA Collective Bargaining Agreement, which is effective from September 29, 2014, to the last day of summer term, 2016. Dir. Miller asked for highlights of the key elements that were changed from the previous agreement. Stuart Kramer, Bargaining Chair, said both sides clarified language regarding how assignments would be handled and the tracking of who is and is not in the hiring pool. The contract is for two years with reservation to reopen it for compensation next year.

Motion: I move to ratify the UCCPTFA Collective Bargaining Agreement as presented. Motion by Dir. Tamm, seconded by Dir. Rice and carried unanimously.

Ms. Brown presented the financial reports for fiscal year 2014-15, ending December 31, 2014. She highlighted the most significant changes compared to the previous year. The Statement of Net Position shows the capital project fund at \$8.8 million. This balance is connected with the receipt of proceeds from the sale of the full faith and credit obligations 2014 that are designated for the construction of the Health, Nursing, and Science building. The funds affect the total net position of the college for the full year and run through all of the statements, increasing the total net position of the college and the cash assets compared to last year. If \$8.5 million (\$8.59 million was actually received from the bonds) were taken out, it can be seen that the cash position of the college is down \$2.3 million compared to last year. One of the reasons for this decline can be explained in the beginning fund balance in the Statement of Revenues, Expenses, and Changes in Net Position; it is about 8% lower than last year and is a reflection of why the net position is slightly down when removing the \$8.5 million. In looking at what happened during the year in total operating revenues there is not a significant change. There is also not a significant difference between the year's operating and non-operating revenues. Looking at the expenses there is about a 7% increase because of the timing of when the debt service hit the books. Other changes connected with increases in operational expenses are mostly related to labor costs. The decrease in student financial aid disbursement is a reflection of that department's efforts in educating students of the consequences in taking federal unsubsidized and subsidized loans resulting in students taking fewer loans. There were no questions and Chair Becker thanked Ms. Brown for the report.

Board Comments

- In response to an update received on the Viticulture & Enology program, Dir. Tamm inquired further as to its status. She found that winter term is when the fewest classes within the program are

College Board Minutes
January 14, 2015

offered so lower enrollment is expected. While sharing current enrollment levels she indicated that some of the students not taking a winter term class would return for the spring term. The program has a three-year grant to help with recruiting.

- Dir. Miller confirmed the program has a very robust advisory committee that is helpful. She encouraged Board members to assist wine industry folks who may be willing to serve the program.

Meeting adjourned at 4:15 pm.

Joe Olson
Clerk of the Board

Vanessa Becker
Chair of the Board

Recorded by Robynne Wilgus

Attached to permanent minutes:

Annual Enrollment Report 2013-2014
Supplemental Instruction Pilot Implementation
Budget Calendar for Fiscal Year 2015-2016
Resolution No. 6
Early Retirement Request – L. Salter
Financial Reports for Fiscal Year 2014-2015



Serving Douglas County Since 1964

TO: UCC Board of Directors
FROM: Lynn Johnson, Director of Human Resources
SUBJECT: Personnel Actions
DATE: February 11, 2015

Board approval is requested on the following personnel actions:

Administrative/Confidential-Exempt Contracts:

Jessica Richardson, Executive Assistant to the Vice President of Instruction, 01/27/2015

Xiana Santos-Smithhart, Institutional Researcher, Information Technology, 02/09/2015

Faculty Contract:


None

Separations:

None

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

 X Information Item
 Action Item

Subject: Reports	Date: February 11, 2015
ASUCC Report	Kristapher Yates
ACEUCC Report	Judy Ode
UCCFA Report	Marie Gambill
President's Report	Dr. Joe Olson
OCCA Board Report	Dir. Bob Bell
Recommendation by: _____	Approved for Consideration:  _____ U.C.C. President

FEBRUARY 2015 BOARD REPORT

Joe Olson, President

Significant Meetings:

Jan. 16	Karen Goirigolzarri, Roseburg High Principal Inside Douglas County Radio Show	Jan. 26	T-Ten Students
Jan. 20	Larry Parsons, Roseburg Schools Supt. Early Learning Community Gov. Council	Jan. 27	Umpqua Business Center Board Meeting
Jan. 21	ACEUCC Leadership	Jan. 28	Paul Utz and Nancy Straw
Jan. 22	Senator Jeff Kruse	Jan. 29	Mercy Health Care College Meeting
Jan. 23	Chris Lake, Director of SOWI ABSD Graduation at Wolf Creek Job Corp	Jan. 30	ASUCC Student Government Umpqua Fishery Enhancement Banquet
Jan. 24	Jeff Ackerman, News Review Publisher	Feb. 2	The Partnership Meeting Liz Thomason, The Partnership

Oregon Business Plan Leadership Summit

On January 6, I had the opportunity to spend the day in Portland for the Oregon Business Plan 13th Leadership Summit. It was a wonderful opportunity to hear the priorities that impact the state's overall economy. The Governor was present and gave two speeches on his priorities and the importance of education as it relates to the long-term development of the state both from a political and economic development viewpoint. I remain frustrated with what I feel is inadequate funding for higher education. Yet, I was encouraged when the Governor related a story of overall Medicare cuts to balance the state budget. This is a paraphrase of the example given when he was president of the Senate and dealing with state budget cuts in 1986. After returning to his role as a physician, he worked with an emergency room patient with indications of a stroke that was brought on by this patient's inability to afford blood pressure medication due to the overall cuts in Medicare. I sense that he has a very strong and personal commitment, which recognizes that some governmental cuts are easy to make but ultimately they have a very personal impact on the citizens of our state. As we move towards potential budgetary cuts here are UCC I would like this approach to also be one which guides our fundamental decision making process.

Town Hall

On January 22, Director Sharon Rice and I traveled to Coos Bay for a town hall hosted by Sen. Arnie Roblan. The speaker at this event was State Treasurer Ted Wheeler. This was a free wheeling opportunity for the Treasurer to address the concerns of local citizens. I once again made my statement about state construction funds and how a more effective use of state dollars may be to set aside an amount for deferred maintenance. I think Dir. Rice may have been a bit surprised that I was so assertive in my statement and that when the open forum began I immediately raised my hand to make a point. The Treasurer's Chief of Staff approached me following the meeting and asked that on my next trip to Salem I find time to elaborate a bit more on this context. I know the Board understands that I may be sounding like a broken record on this topic but I feel it important to make the case at any opportunity I can.

ABSD Graduation

Last Friday, Director Sharon Rice, Director Wendy Weikum, and I traveled to Wolf Creek Job Corp to attend the graduation of our ABSD students. Some of you know the special feeling I have with Job Corp and the emotions that evolve within me when I have the occasion to talk with students. Since we were a bit early, I had an opportunity to extend a personal exchange with each of the graduates prior to the ceremony. This helps me engage with them, listen to what they have overcome, and offer some words of advice about choices they may make in their future.

Legislative Days

I am looking forward to the legislative days, which are coming up on Feb. 25, & 26. I have already had the opportunity to meet with Sen. Kruse, Sen. Prozanski, and Rep. Heard to make them aware that some of us might be in Salem on those days and will be dropping in.

Board Report Instructional Services February 2015

Dr. Roxanne Kelly, Vice President for Instruction:

- It is with great pleasure that I announce the new Executive Assistant for the Vice President of Instruction. Jessica Richardson! Jessica has been with Umpqua Community College since 2009. She has worked in Student Services as the Front Desk Assistant; currently she is the Administrative Assistant for the Dean of Career & Technical Education.
- Lisa Fields will now be the Executive Assistant for Joyce Coleman, Vice President of Student Services. Lisa has been assisting the VPI office for almost 5 years. In addition to assisting the Vice President of Student Services and the Chief Financial Officer since August 2013.
- The 2015-16 catalog is progressing well and on time. The committee and all faculty and staff have done a great job reviewing and updating the information while making it more student friendly.
- A group of eight staff are preparing for the annual Achieving the Dream conference in Baltimore. The group members include students, faculty and administration.

Dr. Ali Mageehon, Dean of Academic Support:

ABS:

- There were 50 GED graduates recognized at the January 23rd ABSD Graduation. There were 22 students who walked in the ceremony, and our student speakers were also spouses—a first for ABSD! We were also honored to have Jesse Morrow as our Commencement Speaker. We enjoyed the opportunity to be hosted by WCJC.
- College for a Day was held on January 15th. We had 71 students participate and had active support and presenters from ASUCC, Advising & Counseling, TOP, Peer Mentors, Financial Aid, Student Life, the Success Center, the Scholarship Office, and faculty guest lecturers! Thank you to the faculty and staff who made this event so successful!
- Rachael Greenfield has accepted a position in Adult Basic Skills as the Orientation through Transition Coordinator. We are excited to have her join our team on March 2nd.
- Director April Hamlin was invited to join members of the Adult Basic Skills team at CCWD to interview candidates for the Educational Specialist II position, specializing in WIOA.

Success Center:

- Director Ethan Snyder and Coordinator Tyler Ramos are collaborating on the implementation of the Supplemental Instruction pilot in 5 classes that are traditionally high non-pass classes.
- Learning Skills, through the support of Title III, has purchased *StudentLingo* and *TutorLingo*.
- Ethan Snyder participated at Oregon Campus Compact's Executive Learning Series on Equity.

UCC Online:

- Currently 153 courses are being offered in the new Learning Management System, Canvas. 48 of those courses are fully-online and include a combination of migrated, completely new, and re-designed courses. Migration will be complete at the end of summer.

- Disability Services Coordinator Danielle Haskett and Adjunct Faculty Matt Goff are working with UCCOnline to create a new course for faculty on accessibility in online design.
- Kimberlie Veysey, Administrative Assistant for the Oregon Community College Distance Learning Association (OCCDLA) has added support of OCCDLA's new statewide Open Educational Resources Librarian to her duties. Four regional conferences on Open Education Resources will be conducted in Oregon over the next year as part of this project.
- Director Joan Campbell led a session for UCC Scholars on how to be a successful online student.

Educational Partnerships:

- 812 Douglas County students are enrolled in dual credit courses this term.
- Director Joan Campbell is developing an online 'teachers' lounge' for dual credit faculty and their respective Department Chairs to serve as a professional development and communication space.
- Director Campbell, representing the statewide group of dual credit coordinators, participated in the Smarter Balanced Advisory Committee workgroup January meeting. The group is working to determine whether and how the new K-12 assessment might be used as a tool for college placement and high school senior year planning.

JOBS:

- OED provided National Career Readiness Certificate testing at the Workforce Training Center for JOBS clients on January 26th.
- Sara Carson and Sylvia Metsig met with Jennifer Sikes, Public Works Superintendent for the City of Winston, to establish a partnership for work experience placements.
- Brenna Hobbs and Sara Carson hosted UCC Leadership on January 16th at the Workforce Training Center. Community partners from the Employment Dept, Family Development Center, Department of Human Services, and JOBS attended for the morning panel discussion. The Community and Workforce Education department attended for the afternoon panel discussion. Comm. Ed also invited instructors to give samples of different class offerings within their department.

Jesse Morrow, Dean of Career Technical Education:

Automotive:

- The project to update the lighting in the main auto shop has been completed. This was possible because of financial help from Toyota, one of UCC's business partners, and UCC's Facilities Department.
- Targeted recruiting is well underway to identify the students entering the new 2015 – 2016 T-TEN program. The Toyota and Lexus dealers have identified the need for 18 – 20 students starting summer term of 2015. Approximately one half of these students have been identified.

CIS:

- The CIS department has established a new articulation agreement with OIT in health informatics. If the student follows the suggested path, their AS will be accepted by OIT in full as the student works to complete OIT's BS in Information Technology with an option in Health Informatics.

Community & Workforce Training:

- The Commercial Truck Driving program is operating successfully. Eight students are completing the first winter 4-week session and a third part time instructor has been hired. The employment rate for graduates continues to average above 85%.
- Due to the timing of the Winter break, the department postponed many of the personal enrichment class start dates until the second week of the term. Class cancellations are down and enrollment is high as a result. Our most popular personal enrichment classes are in the areas of Fitness & Health, Cooking, Tablets and Windows 8 courses.
- The department is hosting a seminar for local employers on January 27 to promote our Employer Training and Services offerings. More than 60 attendees have pre-registered.

Dental Assisting:

- Retention of 20 out of 21 students to date
- Two of our dental staff Deidra Daigle and Cheryl Oilar are volunteering to staff the UCC Health Fair on February 4th in the Campus Center.
- Students and Staff will be participating in the annual Donated Dental Day sponsored by the Umpqua Dental Society on February 6th to support National Dental Month.

EMS:

- The Paramedic program has officially obtained national accreditation from Commission on Accreditation of Allied Health Program (CAAHEP). This is a huge accomplishment and very proud to have obtained it!

Jason Aase, Dean of Arts and Sciences:

- Hired new Director of the STEAM Hub grant.
- Currently recruiting for new Director of International Students. NiAodagain will coordinate the screening committee process. First screening is mid-February
- The next installment of the Faculty Lecture Series: Passport to Learning will feature:
February 18, 2015 **Sandra Angeli-Gade**, PhD, Associate Professor of Human Services
Sex, Chocolate, and Drugs: The Brain's Pathway

Gregg Smith, PhD, Associate Professor of Humanities

Who Says I'm Dead?: Understanding the Influence of the Living Dead in Medieval Norse and Celtic Societies

February 19, 2015 **Ken Carloni**, PhD, Associate Professor of Biology

"Honey, Where are My Bowling Shoes?": The Divergent Evolution of Female and Male Brains

Charles Young, MA, Associate Professor of History

Five Significant Turning Points in World History

Fine and Performing Arts

- National Theatre Live presented: *Treasure Island* in January
- *Twelfth Night* runs February 13-22, with a dinner & show special on February 13 (see webpage for details)
- Upcoming musical performances will be *Jazz in Jacoby*, Feb. 6, featuring Georgina Philipponson and *Rose City Mixed Quartet*, a fundraiser for the UCC Music Studies Program, on Feb. 23 in the Danny Lang Center.

Science

- Ken Carloni is nearing articulation of the new Natural Resources Program with OSU

Anya Petersen-Frey, Director of UCC SBDC and UBC

- The SBDC will be hosting a Small Business Management Workshop Series. The first workshop will be facilitated by Sandy Cutler – former SBDC State Director for Oregon – and hosted by US Bank. It will focus on strategic planning for your small business and will be held from 8-4 on February 26th. The second workshop will be on March 26th and focus on government contracting.
- The Director had two spots on KQEN (AM1240) - she has RAIN Concept stage winners Nola Mix owners as her guest in December and Annette Shelton-Tideman, workforce analyst in January.
- Director was invited for two spotlight spots on KPIC (January 6 and January 20) to discuss SBDC and UBC.
- SBDC is co-hosting the monthly YES (Young Entrepreneur Society – Umpqua Entrepreneurs) meeting on January 28 at Backstreet Brewing
- The Director spoke with business class at UCC about services UBC/SBDC services
- The Director will be attending the bi-annual State SBDC Directors meeting January 28-30th.
- The Director completed CEC's in November 2014 to renew her certification as a Senior Professional in Human Resources.
- The Director met with Nancy Straw, the new Economic Development Manager for the Ford Family Foundation to discuss potential projects.

Carol McGeehon, Library Director:

- The library group study room project is finished. We now have 2 new tables for the group study room, a 6 foot double-sided mobile whiteboard and 2 48 inch monitors which can be connected to laptops. We are beginning to see group use of the study room.
- Our reference librarian is creating information literacy webinars for the online classes as well as conducting live information literacy webinars at the instructor's request.

**Umpqua Community College
Vice President for Student Development
Board Report –February 2015**

Student Services- Joyce Coleman, Vice President of Student Services:

- The Civil Rights Audit took place on campus January 13-15th. The Civil Rights Audit Team returned on January 29 to complete a physical inspection of the Woolley Center and South County. We should expect the full report within 60 days.
- UCC was one of eight Oregon colleges and universities selected to participate in the Oregon Campus Compact Series on Equity. The first of ten monthly sessions was held in Portland at PCC Southeast campus on Friday, January 23. Representing UCC along with me will be Marjan Coester, Emery Smith, Krista Jonson and Ethan Snyder.
- During the week of January 26th, I attended Title IX training in Nashville, TN thanks to Title III funding.
- Collaborating with ASUCC to develop a Safe Space 3 hour monthly training scheduled for a March 2015 rollout.
- Attended the 61st annual 1st Citizens' Bank
- Provided Intercultural Development Inventory (IDI training for the Umpqua Unites Committee with a follow-up of one-on-one one hour training for ten of the committee members
- Met with UCC Scholars probationary status students.

Academic Advising, Counseling, Testing, Disability Career and Recruitment Services

Mandie Pritchard, Director

Academic Advising Services-Mary Morris

LaVera Noland and Leanna Chapman provided native Banner training to the academic advisors and counselors on January 23rd. Native banner will be used to assigned academic advisors and counselors.

Assigned Advisees: Developing and preparing to revise current advising model.

Counseling Services-Chris Grant

On January 30th academic advisors & counselors will be participating in a career advising training with Oregon CIS. This training will be used to implement components of career advising in to the new advising plan.

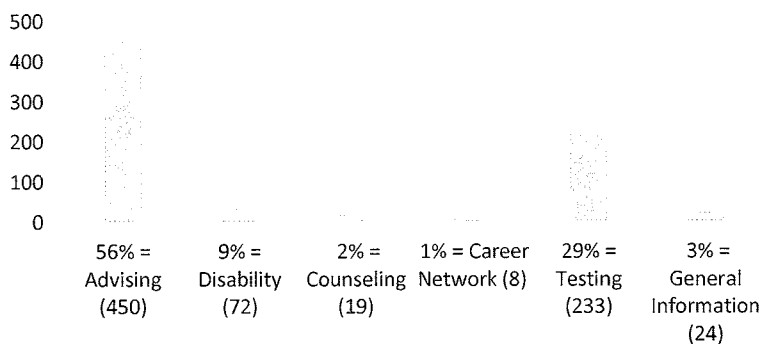
Recruitment Services & High School Connections – Kira Oerman

- 1/6- Glendale High School
- 1/8-Oakland High School -Student Orientation
- 1/13-Sutherlin High School and Sutherlin Middle School
- 1/14-Roseburg High School, JoLane Middle School, Fremont Middle School
- 1/15-ABSD College for a Day- presented to a group of approximately 63 students
- 1/26-Oregon Transfer Days-13 different colleges/universities participated in this event
- 6 Mail Requests (sent packets, specific program information)
- 13 Web Requests (as of 1/27)
- Upcoming Events:
- 1/28-Roseburg High School visit
- 1/29-Explore Engineering Event

December 2014 Department Activity

Department activity report will reflect the prior month to capture the full month of activity as board reports are often submitted 7-10 days in advance of the actual end of the month.

Advising & Career Services -December



Student Life Office - Marjan Coester, Director

Leadership

The January Leadership UCC class was held in the Woolley Center. Highlights of the day included a panel of individuals representing UCC Jobs, UCAN, DHS, Family Development Center, and the Oregon Employment Office. The information they shared was incredibly valuable, especially as it helped create a picture of the challenges that many of our community members (many of who are students) face in navigating the social services available to help them. Staff from Community Education shared about their department and services and then the class had the opportunity to participate in “mini” classes highlighting some of the offerings through Community Education.

Along with a cohort from UCC, the director is participating in the Oregon Campus Compact Executive Leadership Series for Equity and Engagement. The cohort joined other ELSEE participants for a first meeting at Portland Community College Southeast on January 23.

The winter meeting (and second meeting) of the Oregon Student Leadership Advisors and Professionals will be held at Portland Community College-Cascade on February 4.

The director will be presenting a leadership workshop at the annual Northwest Student Leadership Conference, February 27-March 1.

As an alum of Western Washington University, the director is serving as a virtual mentor for a third year for student in WWU’s 100-level leadership class; this is a great opportunity to support a student in their learning of leadership

The director is also currently serving on a United Way Allocations Team and has been visiting various services agencies. This is the ninth year for serving on a team and it provides a tremendous benefit in terms of learning about the resources that are available in the community.

Information Desk

We continue to look ways to improve the services provided through the information desk. Because of work done by the Student Ambassadors (with support from an ASUCC Senator), we have

launched on-line classified ads for textbooks, housing and carpooling. The housing information also includes a comprehensive list of apartment complexes in Douglas County. Visit <http://www.umpqua.edu/student-life> and click on Student Classified Ads in the right column.

Peer Mentors

The mentors made calls to students who were on the drop for non-payment list for winter term; it is our understanding that the calls resulted in the fewest number of drops to date. The mentors also completed calls to students who were placed on academic probation for winter term (due to fall term grades). The mentors spent the better part of a week tabling in the Student Center and Library, sharing information with students about their services. They are currently updating their informational materials, creating a video and are continuing work on the College Reading & Learning Association curriculum.

Student Ambassadors

We welcomed Danna May Slater and Linh Tang as new Student Ambassadors. The Student Ambassadors have been busy with the upcoming Blood Drive and Dental Van visit, as well as the February Health Resources Fair. The ambassadors have also been working on updating the community resources list.

UCC Scholars

As we move into our second term with the UCC Scholars, we are learning what is working and what needs to be improved. We established an advisory team to help guide us as we move forward.

Veterans Center

The center had 214 visits during fall term 2014. This is up from when the center first opened in spring 2014; visits to the center during spring and summer were at 75. With the help of Jess Miller, the center now features Direct TV.

The Create A Block event with the Quilters Guild returned to campus in January; the campus community members created 75 quilt blocks, which translates into nearly 4 quilts! Between both events held here at UCC, we contributed nearly 8 quilts to the project.

SSS / Transfer Opportunity Program – Caroline Hopkins, Director

February 2015 Board Report for the SSS / Transfer Opportunity Program

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:

- As of week 4, there have been 44 one-on-one tutor matches and a total of 103 tutoring hours completed
- 2 students completed the competitive University of Oregon Family and Human Services applications for fall 2015. They will find out if they are selected for interviews this spring.
- FAFSA and OSAC assistance have been utilized heavily all January.
- Joyce Coleman, VPSS, spoke to forum of 45 TOP students about their goals, higher education, and UCC.

- \$18,500 in grant aid has been dispersed to 14 TOP students with high unmet need through the financial aid office.
- Director, Caroline Hopkins, and the Director of Grants and Planned Giving, Susan Taylor, submitted the SSS proposal for 2015-2020 January 27, 2015. Caroline wrote for all four competitive preference priorities in addition to the main narrative. Results to the federal grant competition will be released August 2015.

Ford Childhood Enrichment Center – Nora Bing, Director

Winter term is well underway and the Ford Childhood Enrichment Center is serving 41 children and their families. Eleven student parents are receiving child care subsidies through the CCAMPIS grant. The CCAMPUS grant awards \$7500.00 per term which is allocated to eligible parents on a first come first serve basis. The annual performance report was due and submitted to the Federal Department of Education on January 12th. As we explore our winter themes we are amazed at how fast children learn and grow. We continue to battle the illnesses they bring and we are more than thankful for our custodial staff that helps us keep everything clean and sanitized.

This month we began our partnership with the Douglas ESD early intervention group. They are enjoying the shared space they have here to hold their classes for children with special needs. Community support for the collaboration is strong and the benefits to our ECE students are valuable.

January also brought a visit from our state licenser from the Oregon Department of Education. We welcome the visit and are proud of the work we are doing here on campus. The Center is inspected and licensed once a year and we are glad to have that complete for 2015.



We have so much fun It wears us out!

Financial Aid – Michelle Bergmann, Director

Financial Aid Applications

4059 – Total applications to date for 2014-15

4472 - Total applications to date for 2013-14

Financial Aid Awards

1696- Total awards packaged to date for 2014-15

Disbursements for the 2014-15 award year through 1/27/2014 total over \$5.5 million to 1,696 students in Grants, Loans and Federal Work-Study. This does not include outside sources such as veteran's benefits or UT&E.

- On December 30, 2014 UCC's Revised Default Prevention Plan was submitted to the Department of Education.
- On January 21, 2015 Edfinancial submitted the Loan Servicing Appeal on behalf of UCC in an effort to lower the 2011 - 3 year cohort default rate.
- The Financial Aid Office was informed that we are due for a recertification of UCC's participation in the Federal Student Aid program. The recertification application is due March 31, 2015.
- Brian Proctor visited 13 high schools with over 349 in attendance for this year's Financial Aid Night presentations. For each presentation he was accompanied by Kira Oerman – UCC Recruiter and Krista Johnson from the Scholarship office attended several presentations. All in all a very successful turnout.
- Brian also made himself available from 9pm – 11pm, via phone, on December 31st to high school counselors for assistance with FAFSA questions. Some local high schools had gathered to complete the FAFSA applications as this was the first opportunity students had to complete the 15/16 FAFSA application.
- Our office is actively involved in the preparations for the upcoming 15/16 Banner financial aid year roll. This involves extensive time between the Financial Aid Office and the IT staff for several weeks.
- Our office was closed on January 22, 2015 for an annual forms day where all 14/15 forms are updated and 15/16 forms were created in preparation of the 15/16 aid year.
- Online Financial Aid Literacy presentations continue to be available to students.
- Packaging continues in an effort to assist our students with Winter term awarding and we are current with our awarding at this time.

Registration and Enrollment Services – David Farrington, Registrar

- As January comes to a close we find ourselves shifting our attention to registration for spring term. The spring class schedule will be out to the community on Valentine's Day and students may begin signing up for classes on February 17th.
- Work on the 2015-16 catalog continues and hard copies should arrive on-campus the first part of April.
- As usual both the publications listed will be available on the UCC website around the same time we get the printed copies.
- Applications for the fall 2015 Registered Nursing program are due February 13th. We expect approximately 100 applicants for 40 spots.
- A Degree Works consultant will be on campus for a week during February to work with those implementing the project.

Educational Talent Search / Upward Bound – Missy Olson, Director

Upward Bound

- Students have studied for finals during January academic skills sessions.
- 46 students attended the Winter Retreat, which included a tour of Lane Community College, Oregon State, an overnight at Camp Harlow, and a University of Oregon basketball game.

- Team meeting content for January focused on financial aid award letters.
- The program has filled 61 out of 63 spots with several applications pending.

Educational Talent Search

- ETS is planning a trip to explore Portland State's campus, its majors, and the Portland Art Museum in February.
- We currently have 539 out of 592 spots filled.
- Advisors have spent January ensuring all seniors have completed their FAFSA and have applied to the college of their choice. Seniors are also gearing up the key scholarships, many of which are due in February.

Title III Project Manager– Dr. Cynthia Horkey

- Title III has finished procuring monitors and the white board for the Group Study Room in the Library. This is an exploratory project to review student usage for future projects. A meeting was held on January 12th to continue planning for the new Learning Commons.
- The Title III Steering Committee meeting was held December 16, 2014. An Advisory Group Meeting was held January 9, 2015 to review the budget.
- The implementation of a new student tracking system was discussed at a meeting held on January 20, 2015.
- The Project Director is working on the Annual Performance Report for Year 1 which is due February 1, 2015.
- Scheduled a February 27 national speaker, Tom Brown, for the campus. He will focus on customer service and student retention.

Athletic Director, Cheryl Yoder

- Women's Basketball is undefeated in League and holding on to the first place slot up to this point and with a record of 5-0, and their overall record is 18-2.
- Men's Basketball is 3-2 in league, holding on to a 2nd place run, and their overall record is 12-7.
- The Athletic Auction planning committee (still securing a date in either late April, or early May) is getting started. The recurring theme will be Poker Night, as last year's event was fun and well received by all who attended.

Achieving the Dream:

The steering committee: Joyce Coleman, Caroline Hopkins, Ali Mageehon, Emery Smith, Kevin Mathweg and Mary Stinnett have created a PowerPoint embedding ATD, Accreditation, Strategic Plan, Achievement Compacts, and Title III into a flow chart demonstrating their interconnections and the relationship each initiative has with UCC's Mission, Values, and student pathways to completion. This document has served as the foundation from which all ATD work will be done.

The steering committee presented this PowerPoint and our vision for taskforces to all UCC members who have signed up for a task force. These task forces will be completing process maps for each area ATD is working on, and from these process maps, recommendations for change will come.

Taskforces of three to four members begin meeting the first week of February to invest and process map onboarding, retention and development education activities that lead to completion. We are also still accepting volunteers to join these taskforces.

Taskforces are as follows:

Onboarding	Probations/Suspensions
Admissions: online and in person	Syllabus
Advising/Counseling	Tutoring
FA - Financial Aid	Term Planner/Education Plan
FYE - First Year Experience	Course Scheduling
HSP - High School Programs	UCC Scholars
Marketing/Outreach/Recruiting	ASUCC/Clubs
NSO - New Student Orientation	Childcare
Orientation	Developmental Education
Pre-Placement/ Placement Prep; Assessment Testing (on/off campus);	Accelerated math
Retention	Accelerated writing
Advising (Intrusive, Faculty, Career, etc.)	DLC - Dedicated Learning Communities
Mentoring/Coaching/Navigators	Enrollment - Mandatory/continuous
BIT - Behavior Intervention Team	Intervention after 'F' in a Dev. Ed. course
EAS - Early Alert System	SI - Supplemental Instruction
PM - Peer Mentors/Ambassadors	Transitioning from ABE to college credit

ADMINISTRATIVE SERVICES
February 2015 Board Report

Rebecca Redell, Chief Financial Officer

- Working on moves for the Finance area to be together in one location.
- Began the search for the Executive Assistant to the CFO.
- Attended the GED graduation on January 23rd.
- Continuing to work with the Construction Committee on the new HNSB building
- Convened a Copier Taskforce. The Taskforce is reviewing the current copier situation with Ricoh. Ricoh representatives will be on campus during the month of February to begin reviewing the status of the copier fleet and to optimize fleet disbursement.
- We wish Linda Spaccarotelli, Purchasing Administrator, all the best in retirement! She will be greatly missed!

Cathy Vaughn, Bookstore Manager

- Busy first week of Winter Term
- Updated our Textbook information computer to Win7
- Spring Book orders have been sent to faculty. They are due back to Bookstore Feb. 6
- Working with PEL Industries to have clothing with Riverhawk marks sold at our Roseburg Kmart

Jules DeGiulio, Purchasing Administrator

Linda Spaccarotelli, Purchasing Administrator will be retiring as of 1/30/2015. She has been training me, Jules DeGiulio, since I began in the position on 1/5/2015. I've had training in all office procedures; I am comfortable with the layout and filing system. I've been exposed to all areas of Banner, including Vendor Management, Purchase Order Processing, Receiving, Accounts Payable and other Finance related areas. I've met with Office Furniture Vendors and have assisted in Office layouts in two areas on campus. I've sat in on the weekly Construction meetings for the HNSB and have begun equipment pricing activities. I'm currently working on the annual Solicitation for our Catalog and Quarterly Schedules, which should be ready to go out for Quotes later this week.

Natalya Brown, Director of Accounting and Finance

- Finance Office filed our audit report with the Federal Audit Clearing house to comply with single audit report requirements and we are awaiting an acceptance of the audit. System for Award Management (SAM) and Electronic Municipal Market Access system (EMMA) were updated as well to keep the college in compliance with annual reporting. The budget process has begun and we will be busy with budget preparation work.
- Student Accounts finalized 1098Ts and are working with payments, drop for non-payment process and refunds. Staff is also working on collections, cross-training and reconciling scholarship accounts. Accounts Payable is finalizing issuance of 1099s to the vendors due by January 31, 2015. We are utilizing Evisions software for printing the forms this year.
- Grant Accountants and AR staff is working on grant billings, bank reconciliations, A/R billings, monthly journal entries, personal property tax filings.

Micque Shoemaker, Budget Administrator

- Budget worksheets were updated and distributed to staff responsible for budgets. All worksheets are due back to the Budget Office no later than February 27th.
- UCC Budget Process 101 training was offered to anyone on campus to help learn more about how the budget process works. There were 4 classes offered and 7-10 people attended each training. There was good feedback that will be incorporated into next year's training.
- A mandatory training was provided for Administrators and Department Chairs on how to fill out the budget worksheets. The two trainings went well.
- The budget process for the new fiscal year has begun and worksheets are being revised and updated.
- I am continuing to working with the Accreditation Committee in preparation for next year.

Executive Director's Report February 2015

BOARD OF DIRECTORS

Neil Hummel
President

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Vice President

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Dick Ballus

Vanessa Becker

Neal Brown

Ronnie Bruce

Jerold Cochran

Renea Coen

Bob Dannenhoffer, MD

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Lynn Engle

Steve Feldkamp

Greg Henderson

Scott Henry III

Greg Johnson

Earl Jones

Tom Keel

Danny Lang

Jean Loosley

Melony Marsh

Tom Nelson

Kathleen Nickel

Mo Nichols

Joseph Olson Ed.D

Alex Palm

Brian Pargeter

Lee Paterson

Bob Ragon

Alanson Randol, DDS

Dale Ritter

Dave Sabala

Sue Shaffer

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 March 3, 2015 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.

Health, Nursing & Science Capital Campaign

Six months ago the UCC Foundation began a capital campaign to raise \$5,400,000 of the \$8,500,000 needed for the new Health, Nursing & Science Building. As of January 28th we have raised \$5,454,882.

This was a major gifts campaign designed for fewer than 200 donors. At the present time we have 201 donors. Ninety-one percent of all funds raised are from Douglas County. Forty-two donors in our top two donor wall levels, above \$25,000 and \$10,000, have contributed \$5,302,874.

Lee Paterson is the Owner's Representative and Chairman of the College's Construction Committee. This is the position held by Lee during the SOWI construction phase. We are pleased that Lee leads this group and offer him our collective support. He represents our views and values.

In September the Board of Trustees approved a CM/GC (Contract Manager/General Contractor) process for running this project. This authorization provides UCC with greater latitude to employ local contractors. The Anderson Group has been selected as the General Contractor. Bonding authority played a role in this decision. Contract terms with the Anderson Group lay out preferences for employing local sub-contractors. The UCC Foundation has been emphatic about the importance of this issue to the college and the important role it will play in the next building campaign.

Bruce Hanna Added to UCC Foundation Board

We are pleased to announce the addition of Bruce Hanna to our Foundation Board. Mr. Hanna is one of the top business leaders in our community. He is looking forward to joining his many friends on the Foundation Board at our next meeting.

Development Review for UCC Foundation

In July of this year it will be seven years since the Executive Director's position was made fulltime. Prior to that it was a part-time, "other duty as assigned" for a variety of different Executive Directors.

In the first two years a plan for expansion of the board was developed, and staff was hired and trained. Board expansion took three years and reorganization of bylaws and processes began. The Foundation found itself reacting to predetermined projects; SOWI capital campaign, the bond levy and the current HNS Capital Campaign. Intermixed with these challenges were projects; winery licensing, outsourcing business activities to Wicks Emmett, outsourcing legal activities to Watkinson, Laird, absorbing scholarship management, developing online scholarship application processes, and creating two new corporations.

After five operational years, which were largely reactive, we need time to look at our goals and operational structures and spend the time to plan with our Board. Our contributions to UCC are unprecedented. Our successes are well known outside of Douglas County. It is, however, time for an internal review and setting of our own future forward.

Over the next several months the Foundation will be undergoing a development review. Funding from the Title III grant has provided us with the opportunity to hire Mike Gaudette, President of Lighthouse Consulting, Inc., as a consultant. Mike has over thirty-three years of higher education experience and served as the Executive Director of the Foundation at Southwestern Oregon Community College in Coos Bay. He was responsible for developing external resources for the College, including grants, corporate support, private gifts, and several entrepreneurial endeavors. He is now self-employed as a consultant in the area of planned giving, fundraising, development audits and grants.

The review will help us ensure we have a solid infrastructure to work from and provide us with recommendations. Mr. Gaudette will be on site February 4-5th. Meetings have been scheduled for him with the College President, Foundation Executive Director, Foundation President, Executive Committee and Foundation staff.

Once the review is complete, we will move forward with scheduling a Foundation Retreat in March to begin work on a strategic plan. All board members will be asked to participate by completing a survey, attending the retreat or participating in the preparation of the strategic plan. Our goal is to have our strategic plan developed by the beginning of the new fiscal year, July 1st. We will have a new President, Elaine Cheney. We will have a revised committee structure and members. We will have revisions to our bylaws.

We are excited about the opportunities ahead of us and look forward to working with our board to strengthen our Foundation.

TRiO Student Support Services Grant

We submitted the TRiO Student Support Services (SSS) grant for the Transfer Opportunity Program (TOP) with Caroline Hopkins on January 27th – six days prior to the deadline. This is one of the most important programs at Umpqua Community College, as it serves 160 first-generation, low-income, and/or disabled students each year with proven strategies for retention, graduation, and transfer. If awarded, this grant totals \$1,347,430 (\$169,486/year for five years).

American Leadership Forum

Susan Taylor is humbled to be nominated to participate in the American Leadership Forum of Oregon (ALFO) for the 2015-2016 year. The ALFO is a nonprofit organization that brings together corporate, public, and nonprofit leaders to build effective networks of collaboration, service, and community throughout the state. Susan hopes to represent UCC and our community well in this statewide year-long program.

American Association of Community Colleges (AACC), Walmart Foundation, and Ewing Marion Kauffman Foundation

In December, we hosted a two-day site visit from AACC (representing the Walmart Foundation), Kauffman Foundation, and college leaders from other community colleges around the nation to discuss the future of the Kauffman Foundation Slingshot Network and the grant-funded Job Ready, Willing, and Able (JRWA) Initiative.

Susan attended the 2015 AACC Workforce Development Institute in Newport Beach, CA from January 28-31st as part of the grant-funded JRWA Initiative. Umpqua Community College was tapped as one of only four mentor colleges in the nation for this project. Chris Lake and Susan met with the larger group of grantees as part of the AACC/Walmart Foundation-funded JRWA Initiative, as well as with the other Kauffman Slingshot Network college leaders.

Scholarship Application Season Has Started

The UCC Foundation scholarship application process opened (February 3rd) and will close March 5th for the 2015-16 academic year. Students can check the website for a link to apply, or they can stop by the Scholarship Office in TC 107 if they have any questions.

Please mark your calendars if you would like to review scholarship applications. Reviewing will begin March 9th, and the scoring process is conveniently available online. If you would like to review applications, please email Krista Johnson in the Scholarship Office at Krista.Johnson@umpqua.edu

ASUCC Board Report

02/11/15

It's been another busy and productive month for ASUCC. Please stop in and see the new furniture that has been coming in for our new space. We want to send a large thanks to Linda Spacarotelli, for her ongoing efforts to place all of our orders. THANK YOU Linda, you will be missed!

- ④ ASUCC has added two additional voting members to the Leadership Board, Peer Mentors and a representative from Athletics. It is our hope that this will help to build the communication between these areas on campus.
- ④ Our Public Relations Officer has resigned to focus on her studies. Anthony Terra was promoted and appointed into this position. He began as a Senator at the end of fall term and quickly showed his leadership and the desire to be part of positive change on campus. Congrats Anthony!
- ④ Student Flea Market is coming again, February 18th and 19th from 8am-4pm in the Student Lounge and Lobby area. All proceeds for this event will help to send the Umpqua Singers to Ireland. This is a great opportunity to “tidy things up” around the house and contribute to a great cause. Please contact Haley Stammen at ASUCCActivities@umpqua.edu to arrange pick-up/drop-off of donated items.
- ④ A group of student leaders will be making a trip to Salem to rally to “freeze tuition.” We will be joining other Oregon Colleges to urge the Oregon Legislature to restore funding to higher education by investing \$755 million for universities and \$560 million for community colleges.
- ④ Nine student leaders will be going to the Northwest Leadership Student Conference from Feb 27th to Mar. 1st held at Portland State University to enhance personal leadership development.

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item

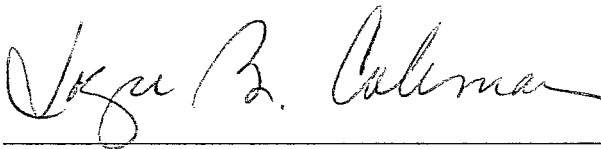
Action Item

Subject: Student Success Update

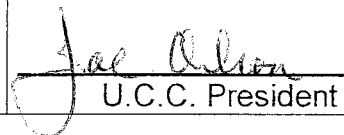
Date: February 11, 2015

Ali Mageehon and Caroline Hopkins will share information about the Achieving the Dream taskforces and connection to the 25 Best Practices.

Recommendation by:



Approved for Consideration:


_____ U.C.C. President

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item
 Action Item

Subject:

Academic Calendar 2015-2016

Date:

February 11, 2015


Roxanne Kelly will present the 2015-2016 Academic Calendar for acceptance.

Recommendation by:



U.C.C. Vice President/Instructional Services

Approved for Consideration:



U.C.C. President

**UMPQUA COMMUNITY COLLEGE
ACADEMIC CALENDAR 2015-2016**

SUMMER TERM 2015

Summer Term Registration Begins.....	Monday, May 11
College closed on Fridays.....	June 19 –September 11
Classes Begin (First 5 weeks and 10 weeks)	Monday, June 22
Last Day to Register or Add Classes – (First 5-Week and 10 Week Session).....	Thursday, June 25
Independence Day Holiday (Observed) College Closed.....	Friday, July 3- Monday, July 6
Last Day to Withdraw - First 5-Week Session.....	Thursday, July 16
End of First 5-Week Session.....	Thursday, July 23
Beginning of Second 5-Week Session	Monday, July 27
Last Day to Register or Add Classes - Second 5-Week Session.....	Thursday, July 30
Last Day to Withdraw - (Second 5 weeks and 10 weeks).....	Thursday, August 20
End of Second (Second 5 weeks and 10 weeks).....	Thursday, August 27
Labor Day Holiday -Campus Closed.....	Friday, September 4 –Monday, September 7

FALL TERM 2015

Fall Term Priority Registration Begins.....	Monday, May 11
Faculty Prep Days.....	Tuesday-Wednesday, September 15-16
Faculty Retreats	Thursday-Friday, September 17-18
All Staff In-Service (Campus Closed)	Friday, September 18
All Staff In-service (Campus Closed).....	Monday, September 21
All Staff In-Service (Campus Open).....	Tuesday–Friday, September 22-25
Classes Begin.....	Monday, September 28
*Last Day to Register or Add Classes	Friday, October 9
Last Day to Drop (via web only on weekends).....	Sunday, October 4
Veteran's Day.....	Wednesday, November 11
Last Day to Withdraw.....	Tuesday, November 24
Thanksgiving Holiday.....	Thursday-Sunday, November 26-29
Final Exam Week	Monday-Saturday, December 7-12
End of Fall Term Classes.....	Saturday, December 12
Winter Break.....	Sunday, December 13-Sunday, January 3
Winter Holiday (Campus Closed).....	Wednesday, December 23-Friday, December 25
New Year's (Campus Closed).....	Wednesday, December 30-Friday, January 1

WINTER TERM 2016

Winter Term Registration Begins	Monday, November 9
Classes Begin.....	Monday, January 4
*Last Day to Register or Add Classes	Friday, January 15
Martin Luther King Holiday	Monday, January 18
ABSD Graduation.....	Friday, January 22
Presidents' Day Holiday	Monday, February 15
Last Day to Drop (via web only on weekends).....	Sunday, January 10
Last Day to Withdraw	Friday, March 4
Final Exam Week.....	Monday-Saturday, March 14-19
End of Winter Term Classes.....	Saturday, March 19
Spring Break	Sunday-Sunday, March 20-27

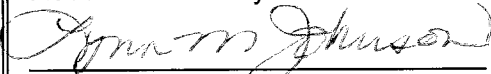

SPRING TERM 2016

Spring Term Registration Begins.....	Monday, February 22
Classes Begin.....	Monday, March 28
*Last Day to Register or Add Classes	Friday, April 8
Last Day to Drop (via web only on weekends).....	Sunday, April 3
Memorial Day Holiday	Monday, May 30
Last Day to Withdraw	Friday, May 27
Final Exam Week.....	Saturday, June 4-Friday, June 10
End of Spring Term Classes	Friday, June 10
ABSD Graduation.....	Thursday, June 9
Commencement	Friday, June 10

***Instructor Approval Required during the second week of class.**

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Informational Item
 Action Item

Subject: Early Retirement Request	Date: February 11, 2015
<p>Recommendation:</p> <p>Board approval is requested for the following staff for early retirement:</p> <p>Honora Ni Aodagain, Foreign Language Instructor, is retiring effective June 15, 2015. Honora is requesting early retirement benefits according to the Memorandum of Agreement between UCC and UCCFA, which is attached. Upon retirement from UCC, Honora will have been employed nearly 9 years.</p>	
<p>Recommended by:</p> <p> _____ Director of Human Resources</p>	<p>Approved for Consideration:</p> <p> _____ UCC President</p>

Memorandum of Agreement

Between Umpqua Community College (College)

and

Umpqua Community College Faculty Association (Association)

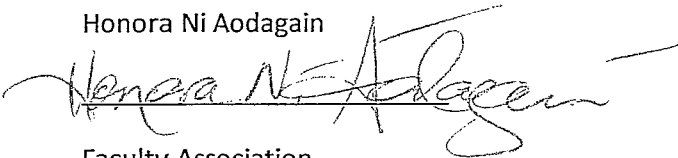
Exception to Collective Bargaining Agreement (CBA) Article XIX.F.1b

THE AGREEMENT

- The following agreement is non-precedent setting and applies only to Honora Ni Aodagain.
- An exception to Section XIX.F.1b will be granted to Honora Ni Aodagain. She will be allowed early retirement benefits as outlined in the CBA although she will not have completed 15 years of service at the end of the 2014-2015 school year.
- Honora Ni Aodagain will receive all early retirement benefits outlined in Article XIX upon retirement at the end of the 2014-2015 school year.

Honora Ni Aodagain

Date



1/13/15

Faculty Association

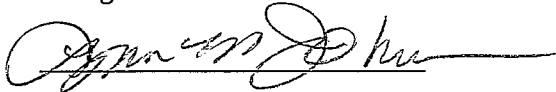
Date



1/13/15

College Administration

Date



1/13/15

Umpqua Community College
1140 College Rd.
Roseburg, Oregon

January 15, 2015

To UCC Human Resources
Attn.: Lynn Johnson

This is to state that as of June 15, 2015, I will be retiring from my position as a full-time instructor in the Worlds Languages Dept. at Umpqua Community College.

I would appreciate so much that this information is received by all the necessary departments and staff that would be affected by this decision.

The address listed below will be my primary address for all future correspondence.

Sincerely,


H. Ní Aódagáin

P.O. Box 272

Murphy, OR 97533

Cc: Jason Aase, Chris Morgan, Paula Usrey