

**UMPQUA COMMUNITY COLLEGE**

**ROSEBURG, OREGON**

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**BOARD OF DIRECTORS ♦ BUDGET HEARING**

**UCC Murphy Center Dining Room ♦ June 10, 2015 ♦ 3:00 PM**

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**MEMBERS:**

\_\_\_ Vanessa Becker, Chair  
\_\_\_ Joe Yetter, Vice-Chair  
\_\_\_ Bob Bell  
\_\_\_ Elin Miller

\_\_\_ Sharon Rice  
\_\_\_ Wendy Weikum  
\_\_\_ Betty Tamm

**ADMINISTRATION:**

\_\_\_ Joe Olson  
\_\_\_ Roxanne Kelly  
\_\_\_ Joyce Coleman  
\_\_\_ Rebecca Redell

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**AGENDA**

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

**II HEARING OF INTERESTED PERSONS ON BUDGET  
As Published on May 27, 2015**

**III Close Hearing/Adjournment**

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**Robynne Wilgus, Board Secretary, 541-440-4622 voice or 541-440-4646 TDD (Human Resource Office). The UCC Board will provide, upon request, reasonable accommodation during Board meetings for individuals with disabilities.**

# UMPQUA COMMUNITY COLLEGE

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

## UCC Board of Trustees Goals 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 dashboard 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.

Executive Session per ORS 192.660(2)(d), 2:00 P.M.

VOL. XLIX, No. 13 BOARD OF TRUSTEES MEETING 3:00 P.M., JUNE 10, 2015

Murphy Center Dining Room

Work Session: Strategic Plan / Dashboard, 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 1-6

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

**IV. CHANGES TO THE AGENDA** Chair Becker

**V. CITIZEN COMMENTS**

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

<b>VI.</b>	<b>ASUCC REPORT</b>	<b>Kristapher Yates</b>	
<b>VII.</b>	<b>ACEUCC REPORT</b>	<b>Judy Ode</b>	
<b>VIII.</b>	<b>UCCFA REPORT</b>	<b>Marie Gambill</b>	
<b>IX.</b>	<b>PRESIDENT’S REPORT</b>		<b>p 7-24</b>
<b>X.</b>	<b>OCCA REP. REPORT</b>	<b>Dir. Bell</b>	
<b>XI.</b>	<b>STUDENT SUCCESS UPDATE</b>	<b>Ali Mageehon &amp; Caroline Hopkins</b>	<b>p 25</b>
<b>XII.</b>	<b>OLD BUSINESS</b>		
	<b>A. Reduction in Force</b>	<b>Lynn Johnson</b>	<b>p 26</b>
<b>XIII.</b>	<b>NEW BUSINESS</b>		
	<b>A. Personnel Employment Agreements</b>	<b>Lynn Johnson</b>	<b>p 27</b>
	<b>B. Early Retirement Requests</b>	<b>Lynn Johnson</b>	<b>pp 28-30</b>
	<b>C. Achievement Compacts</b>	<b>Xiana Smithhart</b>	<b>p 31</b>
	<b>D. Suspension of Visual Communications Program</b>	<b>Roxanne Kelly</b>	<b>p 32</b>
	<b>E. Andersen Construction Contract</b>	<b>Rebecca Redell</b>	<b>p 33</b>
	<b>F. Resolution #10, Adopting the Budget</b>	<b>Rebecca Redell</b>	<b>pp 34-35</b>
	<b>G. Resolution #11, Approval to Spend Funds</b>	<b>Rebecca Redell</b>	<b>pp 36-37</b>
	<b>H. Resolution #12, Interfund Borrowing for fiscal Year 2015 – 2016</b>	<b>Rebecca Redell</b>	<b>p 38</b>
<b>XIV.</b>	<b>BOARD COMMENTS</b>	<b>Chair Becker</b>	
<b>XV.</b>	<b>ADJOURNMENT</b>	<b>Chair Becker</b>	

**IMPORTANT DATES:**

- ABSD Graduation, June 11, 7:00 p.m., Swanson Amphitheater
- Nurse Pinning, June 12, 10:00 a.m., Jacoby Auditorium
- Commencement, June 12, 6:00 p.m., Swanson Amphitheater

**NEXT BOARD MEETINGS:**

- Board Meeting, Wednesday, July 8, 2015, 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: June 10, 2015

Recommendation:

Recommend approval of:

Minutes of College Board Meeting of May 13, 2015 pp 1-4

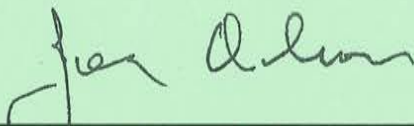
Minutes of College Board Meeting of June 3, 2015 p 5

Personnel Actions p 6

Recommendation by:

\_\_\_\_\_

Approved for Consideration:

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

**UMPQUA COMMUNITY COLLEGE  
BOARD MINUTES  
May 13, 2015**

The Umpqua Community College Board of Trustees met Tuesday, May 13, 2015, in the Board Room of the UCC Welcome Center, Roseburg, Oregon. Board Chair Becker called the meeting to order at 3:05 p.m. and the pledge of allegiance was given.

**Directors present:** Vanessa Becker, Bob Bell, Sharon Rice, Betty Tamm, and Joe Yetter

**Directors excused:** Elin Miller and Wendy Weikum

**Others present:**

Joe Olson	Maria Dresser	Honey McNamara	Ethan Snyder	Jesse Morrow
Robynne Wilgus	Donna Goebel	Jason Aase	Joshua Friedlein	Chris Grant
Roxanne Kelly	Micque Shoemaker	Lee Salter	Mandie Pritchard	Chris Van Dyke
Joyce Coleman	Kelli Macha	Doris Lathrop	Judy Ode	Gloria Walkemeyer
Rebecca Redell	Michelle Bergmann	Andrea Henderson	Cathy Chapman	Donna McGeehon
Kristapher Yates	Haley Stammen	Lynn Johnson	Carol McGeehon	Debbie Hill
Megan Morehouse	Anthony Terra	Marie Gambill	Kelley Plueard	Victoria Sawyer
Caroline Hopkins	Michael Lewis	Ellen Brown	Stephanie Newman	Kate Stringer
Ali Mageehon	Robert Johnson	Susan Taylor	Sylvia Metsig	

**Consent Agenda:**

- A. Board Minutes of April 8, 2015
- B. Personnel Actions

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

**Citizen Comments**

Michael Lewis, ASUCC Business Manager, spoke in regards to the college budget. Mr. Lewis stated he is passionate about the college remaining affordable and cannot fathom any increase to tuition as students are paying at their maximum capacity. In good consciousness, he cannot ask the Board to increase tuition and fees, which is asking the poorest of the community to support the community. Chair Becker thanked Mr. Lewis for his comments.

**Introductions**

The Skills USA participants were introduced by Kevin Mathweg, Auto Instructor and Skills Advisor. Each student identified themselves, indicated their area of competition, and any awards received. Overall, about 30 post-secondary and secondary schools participated in the event.

**ASUCC Report**

Kristapher Yates, ASUCC President, appreciated the hardworking efforts of the ASUCC team while he was absent. Megan Morehouse, ASUCC Vice President, introduced the newly elected officers: Anthony

College Board Minutes  
May 13, 2015

Terra, President-Elect, and Joshua Friedlein, Vice President-Elect. The Activities Officer will be Aria Blackwood. The Public Relations and Business Manager positions will be filled in the future.

**ACEUCC Report** – there was no report.

#### **UCCFA Report**

Marie Gambill, UCCFA President, said the Faculty Lecture Series received high commendations and it will be continued next year. The Association met earlier in the day and had a very positive meeting.

#### **President's Report**

Dr. Olson introduced Robert Johnson who is this year's Commencement speaker. Mr. Johnson is a successful UCC graduate who is now clerking for justices in Douglas County.

**OCCA Report** – Dir. Bell yielded his report to Andrea Henderson's presentation.

#### **Student Success Report**

Ali Mageehon, Dean of Academic Support, presented an update focused on tutoring which is one of the 25 Best Practices for Student Success. She provided a brief overview of Transfer Opportunity Program Tutoring and Student Success Center Tutoring. Ursula Angel, a recent UCC graduate, spoke about tutoring provided by the TOP program. She was able to "bloom" in her pursuits to attend the University of Oregon because of the TOP support she received. As a TOP tutor, she strives to build a relationship of support and empowerment to encourage, inspire and support the student. Maria Dresser works as a tutor in the Student Success Center. Students drop in for tutoring in math, writing, health & wellness, and psychology. If a student has taken a course and received an "A", they are eligible to tutor other students. The Success Center helps students achieve their goals. The tutors take ED 125 Foundations of Learning Assistance to develop cultural competencies for working with diverse students and understanding different learning styles.

#### **OLD BUSINESS**

Michelle Bergmann, Director of Financial Aid, provided an update on UCC's Cohort Default Rate (CDR). In reviewing a handout, Ms. Bergmann stated the 2010 CRD was 38.5% and the most recent draft-CDR is 30.3%; the goal is to have a CDR rate below 30%. The college has submitted data challenges and is working on loan servicer appeals in an effort to lower the CDR. Dr. Olson appreciated the effort put forth on this matter. Ms. Bergmann will notify the Board when the CDR rate is in the 20% range.

#### **NEW BUSINESS**

Andrea Henderson, Executive Director of the Oregon Community College Association (OCCA), provided an update on the OCCA and the legislative session. The state's \$535 million community college budget proposal is far short of what was requested by OCCA; it is an increase over last year's funding, but in reality it isn't even a restoration budget. Many community colleges around the state are making cuts. Ms. Henderson indicated the proposed bill for free community college tuition has created good

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conversation regarding affordable access to community colleges. An issue being addressed is the redesigning of the government structure for education, which includes the Oregon Education Investment Board and the Higher Education Coordinating Commission. Transfer policies between community colleges and universities are being reviewed to ensure there is no loss of credits in the transfer. Upcoming OCCA events include an orientation for new board members in July and the annual conference in early November.

Joyce Coleman, Vice President of Student Services, requested approval from the Board to increase testing fees. Responding to inquiries from the Directors, Ms. Coleman said it has been over two years since the fees were raised and non-UCC students take most of the tests. The tests include CLEP (an elective exam) in which other institutions charge \$65 and higher for similar testing. Some institutions, including UCC, require tuition in order for a student to receive credit from the tests. UCC facilitates the testing done on the computer.

**Motion:** I move for approval of the testing fee increases for 2015 as presented. Motion by Dir. Bell, seconded by Dir. Yetter. Chair Becker, Directors Bell, Tamm and Yetter approved; Director Rice opposed. The motion was approved.

The Revised Budget Calendar for Fiscal Year 2015-2016 was presented for Board approval by Rebecca Redell, Chief Financial Officer. Ms. Redell highlighted the calendar changes.

**Motion:** I move for approval of the Revised Budget Calendar for Fiscal Year 2015-2016 as presented. Motion by Dir. Tamm, seconded by Dir. Rice and carried unanimously.

Ms. Redell presented Resolution #8, Approval to Transfer Appropriations in the General Fund between Instruction and Financial Aid in the amount of \$80,000. Responding to questions from Directors Rice, Bell, Tamm, and Yetter, Ms. Redell explained there were more UCC Scholars than originally anticipated and they had a high retention rate. Twenty-five UCC Scholars indicated they would have not attended UCC without the waiver. The college is required to book tuition and waiver as separate line items; there will be a net-zero in the end. Waivers for employees and their families are considered a benefit and are shown in a different part of the budget. Referring to the UCC Scholars, Director Bell said we have made a great investment in our students and have gained money from the state; this is good since retention and graduation is our goal.

**Motion:** I move for approval of Resolution #8, Approval to Transfer Appropriations, as presented. Motion by Dir. Rice, seconded by Dir. Yetter and carried unanimously.

Resolution #9, Approval to Spend Funds, was presented by Ms. Redell. The resolution is to increase appropriations in the Special Revenue Fund – Grants and Contracts. Anya Petersen-Frey was awarded \$2,000.00 from the Ford Family Foundation to support the Startup Weekend Roseburg event.

**Motion:** I move for approval of Resolution #9, Approval to Spend Funds, as presented. Motion by Dir. Tamm, seconded by Dir. Rice and carried unanimously.

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May 13, 2015

Lynn Johnson, Director of Human Resources, requested Board approval for Beverly Jensen, Nursing Instructor, to receive Early Retirement benefits effective October 1, 2015, in accordance with the Memorandum of Agreement between UCC and UCCFA. Ms. Jensen will conclude her career at UCC with 13 years of service.

**Motion:**            **I move for approval of the Early Retirement Request from Beverly Jensen, as presented. Motion by Dir. Yetter, seconded by Dir. Tamm and carried unanimously.**

Ms. Johnson requested Board approval to authorize the college to develop an action plan for a reduction in force. Dir. Tamm clarified this request as just authorizing the college to prepare a plan and the plan will be brought back to the Board for approval. Chair Becker said this was discussed in an executive session and individually. She thanked the faculty and staff who had communicated to her.

**Motion:**            **I move for approval for the college moving forward to develop a plan for Reduction in Force, as presented. Motion by Dir. Tamm, seconded by Dir. Rice and carried unanimously.**

#### **Board Comments**

- Dir. Rice attended the Merry Lives of Windsor High at the college; it was a fabulous show.
- Chair Becker thanked everyone for their patience as the Board has been working through budget realities.
- Dir. Bell introduced audience member Doris Johnson-Lathrop who is running for the Zone 2 Board position.

Meeting adjourned at 4:40 pm.

Joe Olson  
Clerk of the Board

Vanessa Becker  
Chair of the Board

Recorded by Robynne Wilgus

Attached to the permanent Board minutes:

Testing Fees  
Revised Budget Calendar 2015-2016  
Resolution #8  
Resolution #9  
B. Jensen Retirement Request



**UMPQUA COMMUNITY COLLEGE  
BOARD MINUTES  
June 3, 2015**

The Umpqua Community College Board of Trustees met Wednesday, June 3, 2015, in the Board Room of the UCC Welcome Center, Roseburg, Oregon. Board Vice-Chair Yetter called the meeting to order at 2:45 p.m.

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

**Others present:**

Robynne Wilgus	Kristapher Yates	Elaine Cheney	Christy
Roxanne Kelly	Haley Stammen	Jennifer Roth	Marie Gambill
Rebecca Redell	Anthony Terra	Natalya Brown	Jesse Morrow
Joyce Coleman	Ellis Poole	Leslie Bryant	Lynn Johnson
Jason Aase	Susan Taylor	Jesse Bjornsen	
Jessica Richardson	Lee Salter	Ali Mageehon	

UCC Board of Trustees Vice Chair Yetter called the meeting to order and noted that Board Chair Becker was in attendance by phone because of a prior out-of-town commitment. Dr. Olson has been in discussions with the Board about moving up his separation date and possible terms of a separation agreement. The proposal is for Dr. Olson's employment to end on June 30 and he would be on leave until that date. The College will pay five months of severance and five months of health insurance premiums, beginning July 1 and continuing through November, unless he obtains employment elsewhere before then. There will be a standard separation agreement with terms including a release of any potential claims against the College. Vice Chair Yetter invited discussion from the Board, and there was none.

**Motion:** **I move for approval of the separation agreement for Dr. Olson as presented. Motion by Dir. Miller, seconded by Dir. Weikum and carried unanimously.**

There were no Board comments. The meeting adjourned at 2:47 p.m.

Joe Olson  
Clerk of the Board

Dr. Joe Yetter  
Vice Chair of the Board

Recorded by Robynne Wilgus



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*Serving Douglas County Since 1964*

TO: UCC Board of Directors  
FROM: Lynn Johnson, Director of Human Resources  
SUBJECT: Personnel Actions  
DATE: June 10, 2015

Board approval is requested on the following personnel action(s):

**Administrative/Confidential-Exempt Contracts:**

n/a

**Faculty Contract:**

Matthew Douglass, Nursing Instructor - RN, 09/15/2015  
Shawn McClendon, Nursing Instructor - PN, 09/15/2015

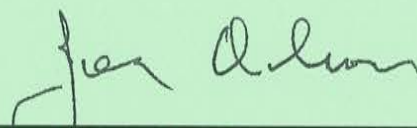
**Separations:**

Donna Wellington, Nursing Instructor, 08/31/2015 – Resignation

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

  X   Information Item

       Action Item

Subject: Reports	Date: June 10, 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

## **Board Report Instructional Services June 2015**

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

- Umpqua Community College hosted the Council of Instructional Administrators on May 14<sup>th</sup> – 15<sup>th</sup>. A large part of the meeting was regarding the relationship between Community Colleges and k-12 partners as well as building relationships with our university counterparts. A great deal of valuable information was gathered from the meeting.
- Leadership UCC graduation was on June 5<sup>th</sup>. There are 10 participants who will be completing the year-long program.
- Continuing to preparing for the year seven Accreditation visit in October. The accreditation committee has been hard at work writing to the accreditation standards as well as compiling exhibits.
- Continued participation on the Bonnie J. Ford Health, Nursing and Science construction team. The color scheme and design elements have been chosen with some refinements to follow.
- On May 27<sup>th</sup> I was installed as the Zonta Club of Roseburg president for 2015-16.
- I participated in the annual Outstanding Student Reception event. It is always a privilege to be a part of the celebration of student's successes.
- All departments within Instruction are busy closing out another academic year. A big thank you to all the faculty and staff for the ongoing support of our students and the college's pursuit of student success.

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

- Participating in STEM/STEAM related events and meetings
- Participating in the Allied Health and Science Center planning meetings
- Working with Accreditation Task Force to prepare for the visit this fall
- Attended the Douglas County Evening of Excellence recognizing local high school students

Fine and Performing Arts: (see UCC webpages for details on these events)

- The Art Gallery is exhibiting works by the 2014-15 art students through the end of term.
- The Big Horn Jazz Band performed at CenterStage Theatre on May 27.
- The Umpqua Singers gave their last regular performance of the year on June 5 in CenterStage Theatre.
- NT Live presented Man and Superman at the end of May.
- A reception was held on June 3 for Sarah Link, Program Assistant for FPA. Sarah is retiring after 20 years of PT and FT service to UCC.

Communications/Social Sciences/World Languages:

- A reception was held on May 29 for NiAodagain who is retiring from the World Languages department. Surprise visitor for the occasion was Suzanne Schultz, UCC retired psychology faculty, who currently resides in Florida.

#### Science:

- The UCC Instructional Council has just approved a new Associate of Science degree in Natural Resources developed by the Science Dept. in collaboration with OSU's College of Forestry to articulate with their Natural Resources Bachelor of Science degree. Discussions are currently under way with the Engineering Dept. to collaboratively develop two new OSU-articulated Associate of Science degrees in Forest Engineering and Forest Management.

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

##### ABS:

- Lindley Ballen planned the Woolley Center Learning Garden Fundraiser "Garden Party" on May 7<sup>th</sup>. It sold 30 tickets and raised \$449 in silent auction items.
- Robin VanCleave organized the spring College for a Day event on May 7<sup>th</sup>. We hosted 45 students—and were supported by multiple departments on campus, including the Success Center, Scholarship Office, Advising and Counseling, Financial Aid, Peer Mentors, ASUCC, TOP, Science, and many ABSD faculty
- Instructor André Jacob has led and participated in three days of volunteer opportunities for ABSD students. On April 18, 10 students volunteered for Earth Day. On May 16, 14 students volunteered for the United Way Day of Caring, and on May 29, 10 students volunteered to work at the Hershey's Track Meet.
- On May 13, Director April Hamlin attended the Career Pathways Alliance spring meeting in Salem.
- On May 18, April Hamlin attended the WIOA Workgroup at Clackamas Community College and on May 19 – 21, April Hamlin attended the Oregon Council for Adult Basic Skills Development Fall meeting.
- On May 29, the Adult High School Diploma Local Plan for 2015-2016 was submitted to CCWD for approval.

##### Success Center:

- Coordinator Tyler Ramos and Director Snyder have been collaborating across campus to develop a summer skills review, which includes multiple disciplinary technology. This will course will be offered at no cost to students. Continually, there is a high interest for students and significant contributions being made by the Reading, Writing, and Math areas on campus.
- Coordinator Tyler Ramos attended a Supplemental Instruction conference from May 25-28th at Texas A&M University.
- Brent Lewis and Kari Moore are attending an Acceleration in Developmental Education conference in Cosa Mesa, California at the end of June.
- Dean Ali Mageehon and Director Ethan Snyder are collaborating with Student Services regarding first-year experience and learning skills courses in support of UCC Scholars.
- Dean Ali Mageehon and Director Snyder are actively working with Director Carol McGeehon and Vice President Roxanne Kelley in creating an implementation plan for the Learning Commons on campus. This project is being supported through Title III funding.

##### Educational Partnerships:

- UCC Faculty and Douglas County ESD CTE Teachers met to complete Perkins Reserve Projects for the year and co-construct proposals for 2015-2015. The group is working

together to increase non-traditional participation and completion in Career and Technical Education.

- UCC CTE Faculty and Student Services staff submitted their proposals to the Perkins committee. The proposal will be written and submitted to the state next month.
- Reynold Gardner from ODE met with Educational Partnerships, Welding, Business, and Viticulture representatives to consider joining the Statewide Perkins Program of Study for Agriculture, made possible by Bill Armstrong's newly developed agriculture program.
- Kristi Hurt, Educational Partnerships Specialist, attended a statewide Career Pathways Network meeting and is working to update all Career Pathways Roadmaps.
- Joan Campbell attended the statewide Dual Credit Coordinators meeting. The group is looking at pre-requisites for participation in dual credit at all 17 community colleges with the help of EdNW.

#### UCCOnline:

- Joan Campbell attended the spring quarterly meeting of the Oregon Community College Distance Learning Association (OCCDLA). The group approved the 2015-2017 biennium budget proposal to be submitted to CCWD. Joan was elected co-chair of the biennium and selected as one of two delegates to attend the Instructional Technology Council's Leadership Academy this summer in Denver.
- UCCOnline has hosted three drop-in labs per week for faculty.
- All fully online classes are now in progress moving to Canvas.
- UCCOnline and the Library hosted Amy Hofer, OCCDLA's Open Educational Resources (OER) Librarian, for an informative student lunch meet-up followed by a faculty workshop. Both Science and Adult Basic Skills have recently adopted OER textbooks, providing immediate relief for students in textbook costs.

#### JOBS:

- The Business Plan was submitted to the Department of Human Services (DHS) for review and approval.
- The Financial Specialist position was posted and closed May 18<sup>th</sup>.
- DHS invited JOBS staff to attend trainings held by Doug Eckstein, LPC, of Valley View Counseling. Trainings will cover the neurobiology of attachment, vicarious traumatization, and reading and understanding psychological evaluations.

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

- Continuing to work on the Health, Nursing and Science Center building committee
- Attended CIA meeting on May 14<sup>th</sup> at UCC Lang Center

#### Apprenticeship:

- Apprenticeship Coordinator did coast visitation trip to connect with students and employers in Coquille, North Bend, and Brookings. A time of facility tours and strengthening communication with students and employers. Positive/productive outcomes!
- Met with Southwestern Oregon Community College staff and discussed each class within the curriculum as to best format for student to receive: live class at SOCC, distance format from UCC, or TPC training (book self-taught). In depth discussion regarding logistics of classes offered via distance format, especially hands-on segments (lab work).
- Interviews for inside electrical program scheduled for June 10th

#### Automotive:

- The automotive program is getting prepared for the separation of the general auto program from the T-TEN program.
- The general automotive program will use several certifications and increased training material from their industrial partner, Snap-On Education. Several automotive dealerships and private automotive repair facilities have expressed an interest in working with the program through cooperative work experience and hiring graduates.
- The T-TEN program is continuing to place qualified students into Toyota dealerships. The Students will be part of the new T-TEN program where they will be alternating every term between working at the dealerships and training at UCC. At the completion of the two year program, the students can obtain an associate degree as well as certification through Toyota.

#### Community & Workforce Training:

- HB 2410 has been passed by the Oregon Legislature and is awaiting the Governor's signature. This bill allows Community Colleges to offer non-credit Training Certificates to assist students in gaining entry level and upgraded work skills.
- Four staff members attended the Oregon Association of Community & Continuing Education Spring Form in Redmond. The featured speaker was Greg Marsello, LERN's VP of Organizational Development. Greg is a national authority on reengineering management and running continuing education programs.
- Ronda McClure was named the 2015 Community College Community Educator of Year at the Spring Forum for her programming work in lifelong learning.

#### Dental Assisting:

- The dental assisting students and staff have had a wonderful experience with the Campus Smiles Project. Over 50 sets of bleaching trays were made for UCC students. The dental assisting students all agreed that the practical experience of working with live patients was invaluable. The students who were the recipients also seemed to have a positive experience. Dr. Alanson Randol and Dr. Kimbrough will visit the lab on May 27th and June 3rd to supervise delivery of the bleaching trays and enable the students to earn check offs for their EFDA certification.
- All 20 students are on track to graduate. The students will have the opportunity to share their accomplishments with their families and friends during the Dental Assisting Pinning Ceremony on June 10th at 6pm at the Danny Lang Teaching and Event Center.

#### EMS:

- In Fall of 2014, the EMS department started using an online program for testing in the classroom. The program allows students to take their exams for class in a format similar to what they will see when taking their National Certification Exam. The program also allows the students to practice taking Computer Adaptive Tests that mimic what they will see on the certification exam. At the end of spring term, 17 students completed their EMT course. To date, 13 of those students have taken and passed their first attempt at the National Certification Exam.
- Enrollment appears to be on an upswing as there are 16 students in the EMT course that started Spring Term. Two years ago we had to cancel the class and last year, there were only six.

#### Engineering/CIS Department:

- Proposed Degrees in Forestry Management and Forestry Engineering. The UCC Engineering/CIS Department is proceeding forward with development of an AS degree in Forestry Management and an AS Degree in Forestry Engineering. Courses from the UCC engineering program, UCC general education courses, UCC math and science courses, and the core forestry courses being offered for the new Natural Resources degree, will all provide the frame work for the proposed degrees. The UCC engineering program has been in contact with the OSU College of Forestry and it appears that the proposed AS degrees in Forestry Management and Forestry Engineering can be articulated with OSU. The concept for the Forestry Management and Forestry Engineering degrees was approved by the UCC Instructional Council (IC), and IC approved further curriculum development and feasibility study. If the AS degrees in Forestry Management and Forestry Engineering are determined to be feasible, the degrees will be offered in 2016/17.

#### Fire Science:

- Fire Science is now taught on three high school campuses. SUHS has offered a dual credit program for fire science for two years. Sutherlin and Douglas High Schools are finishing the first year of the Expanded Options Program. Next year, Fire Science will be offered at four area high schools as Glide is planning on starting Fall term.
- Fireblast Fire Simulator is now at Glide Rural Fire District. The yearly maintenance has been completed. All systems working great. Corrosion identified and pictures sent to Fireblast for resolution determination.
- Approximately 170 students thus far have attended Wildland Firefighter Refresher training.
- Attended FESHE meeting in Coos Bay May 8, 2015. Program modifications are needed to bring UCC Fire Service more in line with the national models

#### Welding:

- Current focus is on community involvement, growth, student support, and job placement.
- Implementation of programs regarding small parts fabrication and production with Fab-Form and Great Northern Trailer companies are currently in place and continue to develop. This has led to several jobs for the welding program graduates.
- Working with Wilson Biochar Associates on a 2 year grant to produce Biochar Kilns for soil amendment purposes. The project will target local agriculture and timber industries in the production of char to improve soil composition.
- The welding programs development of new classes and Associate's degree is now official, as the 2015-2016 UCC catalogue has been issued. We are looking forward to serving more students and delivering more certifications at higher levels of skill within the production, manufacturing, fabrication, and pipe welding industries.

#### **Anya Petersen-Frey, Director of UCC SBDC and UBC:**

- No Report



**Carol McGeehon, Library Director:**

- The library is planning to move the library book collection this July as part of the learning commons project. The area the library book collection is currently housed will be refurbished for the Success Center. This is part of the Title III grant for student success.
- On May 13<sup>th</sup>, the library hosted a student workshop on open educational resources given by Amy Hofer, the Open Educational Resources librarian for Oregon. The library also presented another workshop on open educational resources on May 20<sup>th</sup> with participation by faculty and students.
- On May 13<sup>th</sup>, the college hosted a faculty workshop given by Amy Hofer, the Open Educational Resources librarian. Participants included faculty, bookstore staff, accessibility services staff, UCCOnline staff and library staff.
- Library summer hours start on June 22, 2015 and our open hours will be from 7:30 am to 6 pm, Monday through Thursday till the end of summer term.

**ADMINISTRATIVE SERVICES**  
**June 2015 Board Report**

**Rebecca Redell, Chief Financial Officer**

- The HNS Owner's Construction Team continues to meet weekly. An all day workshop was held May 7th to finalize decisions on interiors for the building
- Met with Huon Quach from Francis Berg to review documentation for the new building for CCWD. Huon will begin monthly monitoring visits starting in June
- The HNS Oversight Committee last meeting was May 27th
- Worked with Mique in reviewing the 2015-2016 budget for final approval at the May 20th External Budget Meeting
- Presented the 2015-2016 Budget to the External Budget Committee, Budget passed
- The Copier Task Force is close to negotiating a contract with Ricoh, and continues to meet regularly
- Attended the first committee meeting for the new strategic energy management committee. The goal of this committee is to reduce utility usage on campus
- Bargaining with Classified and Full Time Faculty Associations continues

**Cathy Vaughn, Bookstore Manager**

- Receiving Summer and Fall book adoptions
- Had our Annual Side Walk Sale on May 11 12 & 13
- Ended third party charges on May 15
- Next Textbook Buy Back will be June 10 & 11
- Busy taking care of business

**Jules DeGiulio, Purchasing Administrator**

- HNSB – CM/GC Contract in final negotiation stage with a one verbiage issue still to be worked out. Sourcing and Pricing for Interior Furnishings is proceeding on course. OPSIS provided updated worksheet based on scaled building and will add cost estimates for review by mid-June
- Copier Taskforce – In cost comparison phase with Ricoh's proposal and other ORPIN authorized Co-op suppliers
- Digital Document Management – Well into second phase of evaluation period including product demos to IT staff. Decision expected by mid-June

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

- With only one month left before year end, the Finance Office is concentrating our efforts on reconciliations of accounts and preparing for year-end close out
- Student accounts are processing third-party contracts, student billings and refunds
- Grants and Contracts are reviewing all grants and preparing them for billing and financial reporting

- External audit has been scheduled for the week of September 8th, 2015. We have been working with the campus to establish target dates for us to close out books and prepare for the financial audit

**Micque Shoemaker, Budget Administrator**

- The Internal Budget Committee met on May 19th to give them an opportunity to ask any questions about the proposed budget
- The proposed budget for FY 2015-16 was completed and presented to the Budget Committee on May 20th
- The “Notice of Budget Hearing” was published in the News Review after the Budget Committee Meeting on May 13th

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

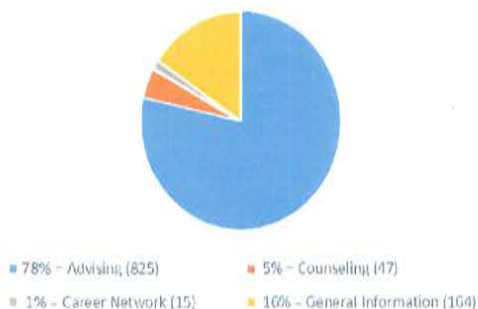
**Student Services- Joyce Coleman, Vice President of Student Services:**

- May 5<sup>th</sup> co-facilitated first Safe Space monthly training which is sponsored by ASUCC.
- May 6<sup>th</sup> the Student Services Directors invested the day in working on the departments' Strategic Plans, Key Functions and other projects for the 2015-2016 academic year
- Working on the deadlines for the Civil Rights Audit and Achieving the Dream writing deadlines.
- Equity Planning to Advance Outcomes for Men of color in Community Colleges was held on May 14<sup>th</sup>.
- Continue to work with ATD Steering Committee and Student Services staff to align ATD with UCC's Strategic Plan, Accreditation Standards and Oregon's Equity Plan.
- Attended Roseburg School District Board meeting
- Participated in Oregon Campus Compact Executive Learning Series to Advance Equity.
- Facilitated the first of many Transitional Living meetings with county organizational leaders in the field of disability services.
- Attended Athletics' Department Annual Poker & Dinner Athletic Fund Raiser, Outstanding Student Reception, Police Academy Graduation, and Phi Theta Kappa Annual Induction ceremony.
- Lectured in Professor Gray's Business class on cultural competency.

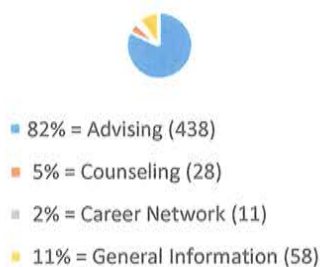
**Academic Advising and Counseling, Mandie Pritchard, Director**

- 182 Senior Spring Advisement: Advisors and counselors completed senior spring advisement with our local high schools May. A total of 182 high school seniors were provided assistances with their summer and fall placement test score review and selection of summer and/or fall classes. This service is offered to each high school and held on-site each spring.
- 144 Students attended Orientation: Advisors and counselors assisted 144 newly admitted, returning and/or transfer students during one of the eight sessions that have been held during the month of May. Two more sessions will be completed with an additional 33 students pre-registered to attend.
- 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.
  - 1586 March/April Student Contacts: Advisors and counselors were busy assisting student with spring course selection, submission of graduation evaluations, education plans, transfer advising and much more! In addition to the in-person contacts students receive assistance via phone and email

March Activity  
Advising & Counseling Department



April Activity  
Advising & Counseling  
Department



## Student Life Office - Marjan Coester, Director

### Student Life

The Outstanding Student Reception was held on Wednesday, May 27 at 3pm in Jacoby Auditorium. Sixty-three students were acknowledged for their outstanding contributions.

The students recognized are as follows:

Kevin-Lee Alexander, Dustin Barneburg, Theresa Barry, Doy Birdsell, Keenan Blanchfill, Stasha Blankenship, Ricky Brammer, Isaac Brickner, Tim Carter, Christine Case, Katelyn Chase, Robert Cline, Kim Dietz, Maria Dresser, Roby Duncan, Emily Ferguson, Laura Foley, Leisa Forrester, Rebecca Foster, Joshua Friedlein, Laura Fugate, Jamie Glen, Jenifer Gregg, James Gugel, Shane Hagberg, Serafina Hall, Isaac Hansen, Danielle Hart, Brady Haskett, Shelly Hendrickson, Teagen Hobbs, Arica Hunter, Hunter Johnson, Sierra Kamakeeaina, Jenica Lamoreaux, Hannah Lee, Cheyanne Lefevre, Michael Lewis, Joe Lockwood, Emily, Lytle, Rachel Mann, James Mansanti, Michael Matteo, David Molitor, Kevin Nguyen, Scott Nicholson, Marcel Ortiz, Angelia Owens, KC Perley, Robin Quinanola, Chloe Quinn, Christian Rodriguez, Brett Smith, Brittney Smith, Donald "Dean" Stratton, Karen "Michelle" Tompkins, Teresa Turley, Susan Vasquez, Matthew Wallace, Kelsey Warren, Lacey Whited, George Whitlock, and Ronda Whitworth

### UCC Scholars

Eighty-five students have indicated they are planning to participate in the UCC Scholars program starting in fall 2015. A reception for the scholars will be held on June 9 at 7pm. Three summer boot camps will be held to assist Scholars in successfully transitioning from high school to college. The following is a list of the scholars and their high schools. **Camas Valley High School:** Marisa Williams, Kai Wolfe. **Days Creek Charter School:** Serene Holsclaw. **Douglas High School:** Yamato Anderson, Justine Bringham, Nicholas Bryant, Joel Dowdy, Garrett Haywood, Nathan Ikola, Jamie Merritt. **Geneva Academy:** Benjamin Jacobsen. **Glide High School:** Alexander Holland, Ashley Jarrett, Mikayla Moyers, Keller Syverson. **Home School:** Ciara Byars, Gracie Cooksey, Laura Holcomb. **North Douglas High School:** Kortnee Frieze, Ryan Rundell. **Oakland High School:** Austin Miller. **Riddle High School:** Brytnee Kennedy, Sarah Linton. **Roseburg High School:** Bayley Adams, Lucero Alcaraz, Lindsay Allen, Ashley Backen, Casey Bright, Kylie Chong, Cynthia Cole, Tayler Dahl, Brittany Eggers, Alexis Eibel, Cole Eibel, Lucas Eibel, Michaela Foster, Evan Greek, Monica Hall, Marlana Harris, Stacy Henry, Meg Jackson, Alyssa Johnson, Alicia Jones, Shania LeCroy, Abigale Lee, Haley Lichtscheidl, Antonio Luna, Logan Neptune, Morgan Novak, Karlee Paxton, Brandon Roark, Vanessa Santillan, Lacey Scroggins, Samara Skelly, Justine Smith, Karly Snider, Kristen Sterner, Jacob Tharp, Canaan Threlfall, Timothy Vath, Carissa Welding. **South Umpqua High School:** Katelyn Andersen, Brandon Bass, Alex Humbert, Danielle James, Eric Kremer, Heylea Lowell, Mason Ronan, McKenzie Senger, Hannah Sheely, Tiffany Tilton, Sebastin Zavala. **Sutherlin High School:** Judson Briggs, Autumn Carrillo, Olivia Gulliford, Stuart Hainey, Blayke Hosford, Emilie Jorgensen, Makayla Rice, Benjamin Stanphill, Courtney Tew, Lydia Vincent. **Umpqua Valley Christian Academy:** Hunter Bancroft, Janelle Fong, Benjamyn Seamans.

### **SSS / Transfer Opportunity Program – Caroline Hopkins, Director**

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

- The Director and Advising specialist visited all the high school TRiO UB/ETS programs with current college students to discuss some of the changes from high school to college.
- Six (6) TOP students interviewed for Ford scholarships. Three (3) TOP students were selected for Ford Scholars and one (1) for Ford Opportunity.
- Two (2) TOP students were awarded the All Oregon Academic Team medal in Salem at the Governor's office
- One (1) TOP student has been selected for a Jacoby finalist.
- The TRiO staff has written and submitted three small sub-grants. We have submitted 2 grants to ASUCC requesting funding for our textbook loaning library, Echo pens for students with learning disabilities, and a Funds for Innovation grant through the Foundation to begin a summer bridge program summer 2015. We were awarded the Echo Pen grant and await response on the other two.

### **Ford Childhood Enrichment Center – Nora Bing, Director**

- As we come to the end of our spring term, we continue to grow in all ways here at the Ford Childhood Enrichment Center. Garden vegetables have been planted and are starting to grow. The children have spent the last week studying bugs and watching ants create trails and tadpoles become frogs.
- Registration has begun for both summer and fall terms. This summer we are pleased to begin offering swimming lessons to our 3 – 5 year old students. It is great to collaborate with our physical education department and have our children benefit from this fabulous campus resource. I'm sure we can all agree that the rewards of learning to swim at an early age can be long lasting.
- The Center will host a family night on May 28<sup>th</sup>, giving parents and families an opportunity to experience an evening at the Center with their children. We will recognize the years of service to the Center by June Davies our administrative secretary and Kandie Kato our part-time lead teacher in the Tree House room as both are retiring this June. They have both been dedicated employees and we wish them the very best with their future plans.
- Lastly, a big thank you to Susan Taylor for helping the Ford Childhood Enrichment Center receive a \$5000 grant from the Cow Creek Foundation for child care scholarships. These scholarships will pay direct child care costs for qualifying low income student parents. The grant is another way we can help student parents be successful and stay in school!



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

### **Financial Aid Applications**

4243 - Total applications to date for 2014-15

2008 - Total applications to date for 2015-16

### **Financial Aid Awards**

Disbursements for the 2014-15 award year through 5/27/2014 total over \$8.2 million to 1,856 students in Grants, Loans and Federal Work-Study. This does not include outside sources such as Veteran's benefits or UT&E.

- The 15/16 financial aid year is in full swing and students are submitting documents daily. We are currently awaiting a Banner update to begin awarding and expect the update this week. With the improvements, we have made this past year; we currently have 465 students ready to be awarded.
- We are still awaiting the results of our Loan Servicer Appeal for the 2011 Cohort Default Rate.
- Currently we are sitting at 30% for the 2012 Cohort Default Rate, and it looks very promising that we will be under the 30% mark to avoid sanctions. The final rate is not due until September 2015.
- Our office is working with ECMC regarding a default management dashboard that would greatly assist our staff with managing UCC's default rate, in an effort to keep our future rate below 30% at a lower cost to the college.
- Our office is encouraging the UCC campus community to become aware of SALT and all that it has to offer our students. A SALT advertisement is currently on the UCC website and a two (2) minute video has been added to the Financial Aid webpage to assist in creating awareness. Flyers, banners and visuals on campus are other means being used to create awareness
- Three UCC staff members and a UCC veteran attended a SALT forum at the University of Oregon.
- As Audrey Brown has made a lateral position move to the Finance Office, we are in the process of hiring her replacement as Financial Aid Assistant.
- Brian Proctor will be graduating from UCC Leadership on June 5<sup>th</sup>; we are very proud of him.
- There have been several 15/16 Financial Aid Literacy Seminars (FALS), on campus presentations including Saturday presentations in conjunction with the Advising and Career Centers NSO – New Student Orientation. The online FALS seminar still in the update phase but remains available to students as an option.

### **Accessibility Services, Danielle Haskett**

Accessibility Services was the recipient of five Echo pens as a result of a service learning class project for Small Group Discussions. The project was coordinated by Evelyn Barry, Lauren Jaworski and Scott Nicholson. The pens write, record and replay content that students' learn in class. They are a resourceful assistive technology tool that contributes to student success in class. Accessibility Services purchased a cart using Student Success funds that will be used to transport students on campus that have mobility impairment. The Mini Taste of Technology Resource Fair sponsored by the Oregon Relay hosted an event on campus that Accessibility Services attended. Accessibility Services attended Roseburg High School for two days and will be presenting to a group of high school students from Oakland. Students' receiving accommodations for spring term have increased to eighty-seven and we are gearing up for finals week testing accommodations.

### **High School Connections/Recruitment Specialist, Kira Oerman**

- May 7<sup>th</sup>, I visited the Boys and Girls Club and talked with the middle school and high school students (nine middle school students and seven high school students). I also helped out with College for a Day on the 7<sup>th</sup> (facilitated a campus tour and gave a presentation)
- Visited RHS on May 12<sup>th</sup> and May 27<sup>th</sup> to talk 1:1 with students
- May 13<sup>th</sup>, 42 seventh graders from Myrtle Point visited UCC
- May 14<sup>th</sup>, 23 students from Days Creek High School visited UCC (sophomores, juniors, and seniors)
- May 15<sup>th</sup>, I gave a presentation to approximately 25 seniors at South Umpqua High School
- May 20<sup>th</sup>, I visited Douglas High School to talk 1:1 with students interested in coming to UCC. I am going back to Douglas on 5/27 to talk with additional students
- May 26<sup>th</sup>, the following schools visited UCC: Douglas High School (10 students from a Culinary Arts class), Oakland High School (20 students), and Camas Valley High School (35 students). Upcoming visits include South Umpqua High School (sophomores are visiting UCC for a Student Orientation) on 5/28 and Fremont Middle School will be on campus on 5/29.
- May 27<sup>th</sup>, I am going to Camas Valley to give a presentation to high schools students and middle school students.

### **Testing Services Coordinator, Nancy Hart**

Preparing training manual for new testing coordinator who will replace me as my June 30, 2015, retirement date looms.

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

The end of May and the beginning of June finds Enrollment Services; 1) training and testing our new Degree Works Audit program with our academic advisors, 2) starting registration for summer and fall 2015, 3) gearing up for spring end of term processing, and 4) getting ready for commencement. We've had approximately 350 students apply for graduation this year and expect close to 200 to show up for the upcoming ceremony.

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

#### **Educational Talent Search**

##### **Both Programs:**

- Six staff members attended the Oregon Trio Professional Development Conference on May 14-15 at the Oregon Gardens. Workshops and speakers focused on diversity and reaching all populations, how TRIO has evolved, summer bridge programs, financial literacy, and mindset.

##### **Educational Talent Search:**

- We currently have 586 participants, with only six more spots to fill to meet our number for 14-15.
- Seniors are currently filling out senior exit forms with their plans for fall enrollment, as well as filling out the application to be considered for the ETS UCC Tuition Waiver.
- All participants are filling out end-of-year surveys. We use the feedback from these surveys to improve our curriculum and service delivery.
- ETS staff is participating in scholarship nights at their high schools.
- An ETS student at SUHS and one from Riddle earned the Ford Scholars award.



Upward Bound:

- Students have been turning in their summer academy interest forms that we use for scheduling and class placement for the six-week long summer academy. It will kick off June 15 with an orientation, followed by three days at camp. Beginning June 22, the students will attend classes on the UCC campus.
- Seniors are filling out senior exit forms, as well as deciding if they will be utilizing the Upward Bound Summer bridge program or the fall term tuition waiver.
- A UB student from Douglas earned the Ford Scholars award.
- Students participated in the United Way Day of Caring and helped clean up the YMCA on May 16.

Title III Project Manager– Dr. Cynthia Horkey

Continue to work on the Learning Commons, Tutoring, Peer Mentoring, and Supplemental Instructions. We are investigating an Early Alert System and hope to have it in place for fall 2015.

Athletic Director, Cheryl Yoder

- Women's Basketball – Marcel Ortiz is one of the candidates for the Ford Family Scholarship.
- Marcel is also an Outstanding Student with a 4.0 GPA.
- Men's Basketball – Michael Matteo is an Outstanding Student with a GPA of 3.48
- Women's Volleyball – Rory Petterson (a FROSH) is an Outstanding Student with a GPA of 3.87
- Women's Volleyball had the highest team GPA of 3.47.
- Women's Basketball had 3.25 and Men's Basketball had 2.45.
- The Riverhawk Casino Night was a great success. Over 100 participants enjoyed the fine food (provided by our Culinary Arts Students), had fun bidding on the auction items and enjoyed a fun evening of casino style games. Thanks to all the volunteered and contributed to our major fund raiser for the Student Athletes.

## **Executive Director's Report**

**June 2015**

### **Foundation General Board Meeting**

The Foundation Board will hold its next General Board meeting on September 8, 2015 in the Lang Center at 11:30 a.m..

### **Health, Nursing & Science Capital Campaign**

A groundbreaking ceremony was held on May 15, 2015. It was attended by about 125 people including many Foundation Board members, college staff and donors. Michael Stanley, Bonnie Ford's son made a nice presentation. OPSIS Engineering provided information about the new Health, Nursing and Science Building in the lobby of Jacoby Auditorium. Construction will commence on June 15, 2015 and conclude in September of 2016.

We have just sent \$3,400,000 in funds from the capital campaign to Ferguson Wellman for investment in bonds at the request of UCC's Business Office. It will generate modest income until the college needs to funds to pay a balloon payment on its loan in four years. Gratitude to Ferguson Wellman for waving any fees on this transaction on behalf of their company.

### **Scott Henry Dedication Set**

The dedication of the Scott Henry Vineyard encircling the front of the Danny Lang Teaching, Learning and Event Center will be held at 3:30 p.m. on Wednesday evening, June 3, 2015. Each of you and your family and friends are invited to this special opportunity to recognize Scott Henry for his amazing contributions to our wine industry and especially to the development of the Southern Oregon Wine Institute.

We will have some food and wine afterwards in the Lang Center. Henry Estates Vineyard is launching a new wine label and we will be pouring several of their newest wines.

### **Development Review for UCC Foundation**

We have received a ninety page draft from Mike Gaudette, the Foundation's Consultant. We are looking through many options and prioritizing them as we proceed forward. Mike has offered great admiration for the structure and level of work that we have accomplished in our Foundation Office and commends our "outsized" contributions to UCC and Douglas County.

Mike stated that our organizational model for the Board and staff are unique and yet highly efficient at reaching and maintaining effective communications with all donors to the college. Mike noted that our capital campaign planning and execution are especially impressive and most other community colleges would covet similar outcomes.

### **Grants Office**

Since February, UCC and the Foundation have submitted 11 grant applications totaling \$161,636. Applications include a wide variety of projects including scholarships, Oregon Music Theatre Festival, child care subsidies, HNS Center, AmeriCorps members, RICH Project, Startup Weekend, and Oregon One Acts.

### Planned giving website

The new planned giving website is online connected to the UCC website, but the direct link is <http://umpqualegacy.org>. The website offers donor stories, gift options, guides to will planning, and gift calculators. This is the first step in launching a comprehensive planned giving program, which will include marketing materials and community presentations soon.

### Fund for Innovation

The UCC Foundation released a request for proposals to the UCC community for grant funding from the Fund for Innovation. Grant applications will be accepted by May 7<sup>th</sup> from UCC programs and groups to implement innovative projects, and will be reviewed by a panel of UCC Foundation board members. Awards will be made in June.

### Projects and partnerships in the making

Multiple projects and partnerships have been rising to the surface as the need for external funding increases. Some exciting projects and partnerships we have been collaborating on include:

- Retail management pathways certificate grant through the Walmart Foundation and Achieving the Dream with a team from the business department
- Observatory and astronomy outreach program with the science department
- Student success curriculum funding, including possible partnership opportunities with the Ford Family Foundation and Klamath Community College with a team from learning skills, student services, and business department
- Umpqua Makers Guild possible partnerships with community, SBDC/UBC, and business department
- Centers of Excellence for Veteran Student Success grant from the U.S. Department of Education with a team from student services

### **Scholarship Awards**

On April 16<sup>th</sup> we had Decision Day. 173 scholarships were awarded on that day for a grand total of \$352,306.00. All students have been notified of their award and are in the process of writing their thank you's to the donors. We will do another set of awards before school starts in the fall.

**ASUCC Leadership Board Report**  
**June 10<sup>th</sup>, 2015**

As we approach the end of our academic year together, we have been reflecting on the adventurous and productive journey that has been shared. This dynamic group of individuals has proven to be fierce leaders that I feel honored to call members of my team! Lasting memories have been built throughout our endeavors, both on campus and during our travel together. It has been our mission to provide our peers with the best support that we can, and I truly believe that has been accomplished this year. The ASUCC Leadership Board has been very busy with proposal requests and it is apparent that funding has been dispersed across many departments, both on and off our campus. Here is a list of the many Proposals & Enrichment Grants that have been passed by the Board during the 2014-2015 academic year:

<u>Date</u>	<u>Proposal/Enrichment Grant Name</u>	<u>Department- Requester</u>	<u>Amount</u>
09/26/14	Early Childhood & Educators Conf.	Community & Workforce Training- R. VanWinkle	1,090.00
11/12/14	Searching for Aztlan	World Languages- N. Tratz	1,200.00
11/17/14	BBQ Trailer- "Smokin' Joe"	Welding Dept.- Ian Fisher	1,026.32
11/17/14	Veterans' Center Snacks	Veterans' Center- D. Lee	125.00/mo
12/17/14	ABSD Feed	Wooley Center- R. VanCleave	200.00
02/02/15	Clay Extruder	Fine Arts- T. Isto	722.00
02/23/15	NWAC Basketball Championship	Athletics- K. Yates	2,600.00
02/23/15	UCC Goes to France	World Languages- H. NiAodagain	4,950.00
02/25/15	ASUCC Safe Spaces	ASUCC Sponsored Program- M. Lewis	2,000.00
03/05/15	Nerd Nation	Phi Theta Kappa- KC Perley	3,704.00
03/16/15	ASUCC Swag	ASUCC-H. Stammen	3,321.25
03/24/15	"Angels in America"	Gay Straight Alliance Club- A. Fitzhugh	781.00
05/04/15	Smart Pens- (SP 219 Class)	Access. Services/Vets' Center- S. Nicholson Grp	1,000.00
05/07/15	Art-O-Mat Machine	Fine and Performing Arts- S. Rochester	5,000.00
05/07/15	Curtains, The Musical Performance	Theatre Dept.- S. Newman	10,000.00
05/07/15	Textbook Lending Library	TRiO/TOP- C. Hopkins	3,000.00
05/07/15	Art Gallery Pedestals	Fine and Performing Arts- S. Rochester	4,700.00
05/11/15	Signer/Interpreter- Commencement	Accessibility Services- D. Haskett	700.00
05/13/15	Smart Pens- Loaning Program	TRiO/TOP- C. Hopkins	1495.63
05/14/15	Student Free Swim	Athletics- M. Morehouse	2,000.00
05/15/15	"Walk A Mile In Her Shoes"	ASUCC Sponsored Event- M. Lewis	1,500.00
05/18/15	Patio Mosaic Project	Fine and Performing Arts- S. Rochester	920.81
05/18/15	Statue of Responsibility	Revolving- KC Perley	550.00
05/18/15	Graduation Gifts	ASUCC Sponsored Event- M. Russell	3,277.00
05/19/15	Childcare Clothing Vouchers	Ford Family Center- M. Morehouse	500.00
05/19/15	Flag Scholar Project	Student Life- D. Kelly	1,000.00
05/20/15	Nikon D810 DSLR & Accessories	Fine and Performing Arts- S. Rochester	9,576.78
05/20/15	Ashland Summer Class Support	Humanities- J. Michell	4,279.02
05/21/15	Early Childhood & Educators Conf.	Community & Workforce Training- R. VanWinkle	1,050.00
05/21/15	On Demand Lead. Resource Library	Student Life- M. Coester	8,087.00
05/21/15	Increase of Activity Budget	ASUCC- H. Stammen	5,000.00
05/21/15	Video Equipment	Mainstream- RJ Harris	1,500.00
05/21/15	Graduation Gift Annual Budget	ASUCC Sponsored Event- M. Russell	5,000.00
		<b><u>TOTAL:</u></b>	<b><u>92,605.81</u></b>

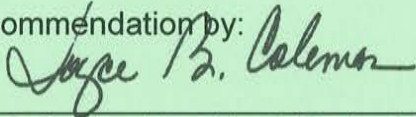
BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

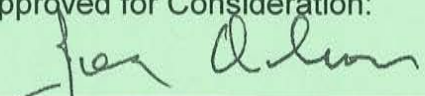
Information Item  
 Action Item

Subject: Student Success Update

Date: June 10, 2015

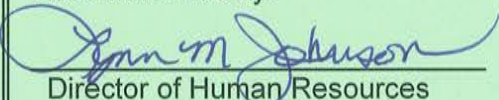
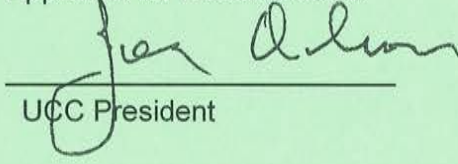
Joyce Coleman, Vice President of Student Services will share current information regarding IDI and Equity

Recommendation by:  
  
\_\_\_\_\_  
U.C.C. Vice President Student Services

Approved for Consideration:  
  
\_\_\_\_\_  
U.C.C. President

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

Informational Item  
 Action Item

Subject: Reduction in Force	Date: June 10, 2015
<p>Due to financial considerations and after having exhausted all other avenues, Board approval is requested for the approval and implementation of the Reduction in Force plan.</p>	
Recommended by:  Director of Human Resources	Approved for Consideration:  UCC President

BOARD OF DIRECTORS UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON
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<input type="checkbox"/> Informational Item <input checked="" type="checkbox"/> Action Item
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Subject: Personnel Employment Agreements	Date: June 10, 2015
<p>Lynn M. Johnson, Director of Human Resources, will present the contracts for Administrator/Confidential Exempt employees and contracts for probationary and regular Faculty, for the 2015-2016 fiscal year.</p>	
Recommended by:  Director of Human Resources	Approved for Consideration:  UCC President

BOARD OF DIRECTORS UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON
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<input type="checkbox"/> Informational Item <input checked="" type="checkbox"/> Action Item
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Subject: Early Retirement Request	Date: June 10, 2015
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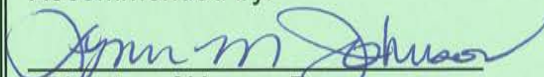
**Recommendation:**

Board approval is requested for the following staff for early retirement:

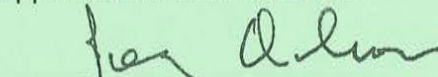
**Brenda Spencer**, Assistant Food Services Manager, is requesting early retirement benefits effective July 31, 2015, in accordance with the ACEUCC Collective Bargaining Agreement; Article XV; Paragraph F.2.a; Employee Benefits; Early Retirement. Brenda is requesting, in lieu of possible reduction in force, if such plan is approved and implemented, a severance package equal to three (3) months compensation. Additionally, Brenda is requesting right of first refusal for continued employment as a part-time or contracted employee as needed by the College, per the Collective Bargaining Agreement. Brenda has provided UCC 26 years of dedicated service.

**Brenda Warren**, Food Services Manager, is requesting early retirement benefits effective July 31, 2015, in accordance with the ACEUCC Collective Bargaining Agreement; Article XV; Paragraph F.2.a; Employee Benefits; Early Retirement. Brenda is requesting, in lieu of possible reduction in force, if such plan is approved and implemented, a severance package equal to three (3) months compensation. Additionally, Brenda is requesting right of first refusal for continued employment as a part-time or contracted employee as needed by the College, per the Collective Bargaining Agreement. Brenda has provided UCC 15 years of dedicated service.

Recommended by:

  
 Director of Human Resources

Approved for Consideration:

  
 UCC President



553 E Sixth Avenue  
Sutherlin, Oregon 97479

June 2, 2015

Chris Van Dyke  
Umpqua Community College  
PO Box 967  
Roseburg, Oregon 97470

Dear Chris:

At the end of this fiscal year, I will have had the pleasure of working at Umpqua Community College for 26 years. Although I have enjoyed my years at the college, it is time for me to retire.

I am requesting early retirement as specified in the Umpqua Community College Classified Association's Collective Bargaining Agreement, Article XV, Paragraph F.2.a. I plan to retire from my PERS-covered position effective July 31, 2015, and am requesting three months of severance pay. I also request continued employment as a part-time or contracted employee, as needed by the college, and as spelled out in the same section of the Collective Bargaining Agreement.

Sincerely,

A handwritten signature in black ink that reads "Brenda J. Spencer". The signature is written in a cursive style with a large initial "B".

Brenda Spencer  
Assistant Food Services Manager

Copy: Lynn Johnson, Human Resources Director

PO Box 1685  
Sutherlin, Oregon 97479

June 2, 2015

Chris Van Dyke  
Umpqua Community College  
PO Box 967  
Roseburg, Oregon 97470

Dear Chris:

At the end of this fiscal year, I will have had the pleasure of working at Umpqua Community College for 15 years. Although I have enjoyed my years at the college, it is time for me to retire.

I am requesting early retirement as specified in the Umpqua Community College Classified Association's Collective Bargaining Agreement, Article XV, Paragraph F.2.a. I plan to retire from my PERS-covered position effective July 31, 2015, and am requesting three months of severance pay. I also request continued employment as a part-time or contracted employee, as needed by the college, and as spelled out in the same section of the Collective Bargaining Agreement.

Sincerely,

A handwritten signature in cursive script that reads "Brenda K Warren".

Brenda Warren  
Food Services Manager

Copy: Lynn Johnson, Human Resources Director

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item

Action Item

Subject: Achievement Compacts

Date: June 10, 2015

Xiana Smithhart will present a review and request for board adoption of Achievement Compacts 2015-16.

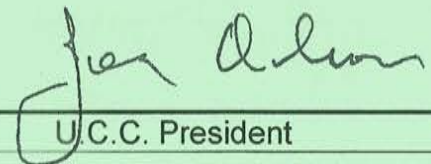
Recommendation by:

Dan Yoder



Approved for Consideration:

U.C.C. President



BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item

Action Item

Subject: Suspension of Visual  
 Communications program

Date:  
 May 21, 2015

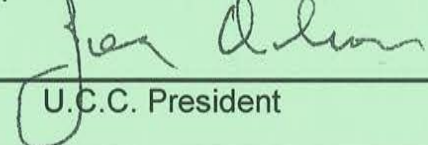
Roxanne Kelly and Jason Aase are requesting the suspension of the Visual Communications Program due to low enrollment. All students currently in the program will be contacted and taught out.

Recommendation by:



U.C.C. Vice President/Instructional Services

Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

Information Item

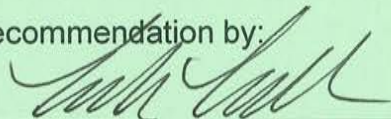
Action Item

Subject: Andersen Construction Contract

Date: June 10, 2015

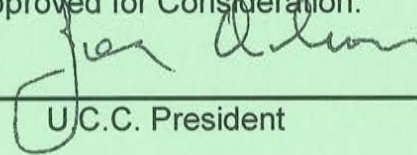
Status update for the Andersen Construction contract

Recommendation by:



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

Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

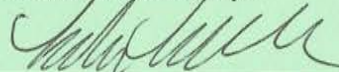
Information Item  
 Action Item

Subject: Resolution #10, Adopting the Budget

Date: June 10, 2015

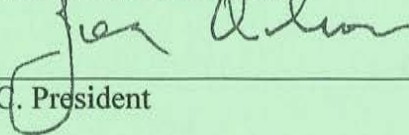
The Board is requested to adopt the budget for the 2015-2016 year as presented.

Recommendation by:



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

Approved for Consideration:



U.C.C. President

**UMPQUA COMMUNITY COLLEGE  
RESOLUTION NO. 10**

**ADOPTING THE BUDGET**

BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby adopts the budget for the fiscal year 2015-2016 in the total of \$ 87,700,869 now on file in the Administration Building of Umpqua Community College, 1140 Umpqua College Road, Roseburg, Oregon.

**MAKING APPROPRIATIONS**

**BE IT RESOLVED, that the amounts for the fiscal year beginning July 1, 2015, and for the purposes shown below are hereby appropriated:**

**SUMMARY OF THE PROPOSED BUDGET 2015-16**

<b>GENERAL FUND</b>		<b>CAPITAL PROJECTS FUND</b>	
Instruction	8,662,857	Facilities Acquisition/ Construction	17,777,500
Instruction Support	1,700,991	Transfers	-
Student Services	1,784,009	<b>Total</b>	<b>17,777,500</b>
College Support Services	6,783,642		
Financial Aid	1,000,000	<b>DEBT SERVICE FUND</b>	
Transfers	1,983,878	Debt Service	1,589,779
Contingencies	1,753,230	Contingencies	-
Unappropriated End. Fund Balance	-	Unappropriated End. Fund Balance	5,951,636
<b>Total</b>	<b>23,668,608</b>	<b>Total</b>	<b>7,541,415</b>
		<b>INSURANCE FUND</b>	
<b>Special Revenue Fund</b>		College Support Services	510,508
<b>GRANTS &amp; CONTRACTS</b>		Contingencies	65,352
Instruction	907,497	<b>Total</b>	<b>575,860</b>
Instruction Support	707,056		
Community Services	-	<b>ENTERPRISE FUND</b>	
Student Services	3,021,519	Community Services	150,000
College Support Services	116,143	Student Services	2,352,744
<b>Total</b>	<b>4,752,215</b>	College Support Services	100,000
		Transfers	250,000
<b>Special Revenue Fund</b>		Contingencies	200,000
<b>ADMINISTRATIVELY RESTRICTED</b>		Unappropriated End. Fund Balance	-
Instruction	1,918,226	<b>Total</b>	<b>3,052,744</b>
Instruction Support	778,392		
Community Services	194,967	<b>INTERNAL SERVICE FUND</b>	
Student Services	1,116,320	College Support Services	190,000
College Support Services	373,640	Transfers	-
Transfers	14,800	Contingencies	-
Contingencies	-	Unappropriated End. Fund Balance	-
<b>Total</b>	<b>4,396,345</b>	<b>Total</b>	<b>190,000</b>
		<b>AGENCY FUND</b>	
<b>FINANCIAL AID FUND</b>		Student Services	115,063
Student Loans and Financial Aid	25,630,005	Contingencies	1,114
<b>Total</b>	<b>25,630,005</b>	Unappropriated End. Fund Balance	-
		<b>Total</b>	<b>116,177</b>
<b>TOTAL ALL FUNDS</b>			
<b>Unappropriated End. Fund Balance</b>			81,749,233
<b>TOTAL PROPOSED BUDGET</b>			5,951,636
			<b>\$ 87,700,869</b>

**Imposing the Tax**

BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby imposes the taxes provided for in the adopted budget at the rate of \$0.4551 / \$1,000 of assessed value for operations and that these taxes are hereby imposed and categorized for the tax year 2015-2016 upon the assessed value of all taxable property within the district as follows:

**Categorizing the Tax**

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

THE ABOVE RESOLUTION STATEMENTS WERE APPROVED AND DECLARED ADOPTED BY THE BOARD OF DIRECTORS OF UMPQUA COMMUNITY COLLEGE, DOUGLAS COUNTY, OREGON THIS 10TH DAY OF JUNE 2015.

UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

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

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

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Informational Item

Action Item

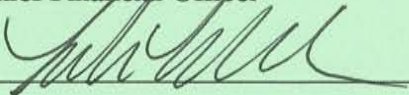
Subject:

Resolution #11, Approval to Spend Funds

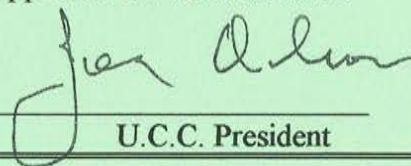
Date: 06/10/15

This is a resolution to increase appropriations in the Special Revenue Fund – Grants and Contracts. Stephanie Newman was awarded \$1,500.00 from Dr. John Wm. and Betty Long Unruh Fund of the Oregon Community Foundation for support of the Oregon One-Acts, an annual drama competition that fosters a love of the arts in youth, support for programs in decline, and a link from education to theatre.

Recommended by: Rebecca Redell,  
 Chief Financial Officer



Approved for Consideration:



U.C.C. President



**UMPQUA COMMUNITY COLLEGE**  
**Resolution No. 11 - FY 14-15**  
**Approval to Spend Funds**

WHEREAS, Umpqua Community College has been awarded \$ 1,500 from the Dr. John Wm. And Betty Long Unruh Fund of the Oregon Community Foundation for support of the Oregon One-Acts, an annual drama competition that fosters a love of the arts in youth, support for programs in decline, and a link from education to theatre 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 \$ 1,500 for the implementation of this project.

SPECIAL REVENUE FUND - GRANTS AND CONTRACTS

	14-15 Budget Through Resolution 12	Adjustment	14-15 Budget Through Resolution 13
REVENUES:	\$ 5,330,950	\$ 1,500	\$ 5,332,450
EXPENDITURES:			
Instruction	\$ 2,020,353	\$ -	\$ 2,020,353
Instruction Support	823,943	\$ 1,500	825,443
Student Services	2,346,657	\$ -	2,346,657
Community Services	139,997	-	139,997
TOTAL	<u>\$ 5,330,950</u>	<u>\$ 1,500</u>	<u>\$ 5,332,450</u>

ADOPTED this 10th day of June, 2015

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Clerk of the Board

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Chairman of the Board

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item

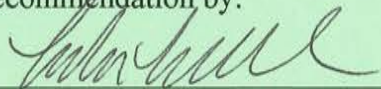
Action Item

Subject: Resolution #12, Interfund Borrowing  
 for fiscal Year 2015-2016

Date: June 10, 2015

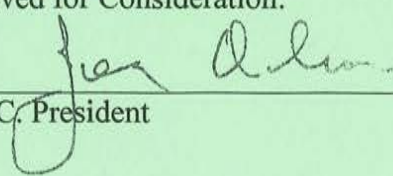
Board approval is requested to permit short term use of funds belonging to one fund by another fund for the 2015-2016 fiscal year. By the end of the fiscal year all accounts are to be in a positive cash position.

Recommendation by:



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

Approved for Consideration:



U.C.C. President