

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.

VOL. XLIX, No. 3 BOARD OF TRUSTEES MEETING 3:00 P.M. Board Room, OCT. 8, 2014
New full-time employee dinner 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 _____
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.	INTRODUCTION & PRESENTATION		
	A. Introduction – UCC Volleyball Team	Coach Lacy Pinard	
	B. Presentation – Campus Climate Survey	Dan Yoder	pp 6 - 9
VII.	ASUCC REPORT	Kristapher Yates	
VIII.	ACEUCC REPORT	Judy Ode	
IX.	UCCFA REPORT	Marie Gambill	
X.	PRESIDENT’S REPORT	Dr. Olson	pp 10 - 34
XI.	OCCA REP. REPORT	Dir. Bell	
XII.	STUDENT SUCCESS UPDATE	Dr. Olson	p 35
XIII.	OLD BUSINESS		
XIV.	NEW BUSINESS		
	A. Sabbatical Request	Roxanne Kelly	pp 36 - 39
	B. Res. No. 2, Adopting Supplemental Budget and Making Appropriations	Rebecca Redell	pp 40 - 42
	C. Res. No. 3, Legacy Fee	Rebecca Redell	p 43
	D. Res. No. 4, Full Faith and Credit Obligations	Rebecca Redell	pp 44 - 50
XV.	BOARD COMMENTS	Chair Becker	
XVI.	ADJOURNMENT	Chair Becker	

IMPORTANT DATES:

- OSBA Regional Meeting, UCC; Tuesday, October 28
- OCCA Annual Conference, Sunriver, Nov. 5-8

NEXT BOARD MEETING:

- Wednesday, November 12, 2014, 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: October 8, 2014

Recommendation:

Recommend approval of:

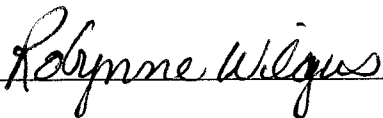
Minutes of College Board Meeting of Sept. 10, 2014

pp 1-4

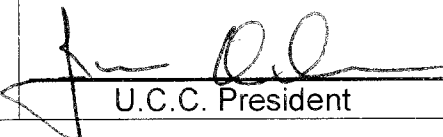
Personnel Actions

p 5

Recommendation by:



Approved for Consideration:


U.C.C. President

**UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
September 10, 2014**

The Umpqua Community College Board of Trustees met Wednesday, September 10, 2014, in the Board Room of the UCC Administration Building, Roseburg, Oregon. Board Chair Becker called the meeting to order at 3:01 p.m. and the pledge of allegiance was given.

Directors present:

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

Others present:

Joe Olson	Jesse Morrow	Linda Spaccarotelli	Kristapher Yates
Robynne Wilgus	Ali Mageehon	Susan Taylor	Kate Stringer
Roxanne Kelly	Lisa Fields	Debbie Hill	Marjan Coester
Rebecca Redell	Volodymyr Dankiv	Dennis O’Neill	Lynn Johnson
Lee Salter	Martha Joyce	Jessica Richardson	
Jason Aase	Judy Ode	Marie Gambill	

Consent Agenda:

- A. Board Minutes of July 9, 2014
- B. Personnel Actions

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

There were neither changes to the agenda nor any public comments.

Introduction & Presentation

Dean of Arts & Science Jason Aase and faculty member Martha Joyce introduced Volodymyr Dankiv who is a Fulbright Scholar in Residence at UCC. Mr. Dankiv is from Ukraine and visited Roseburg three years ago. He will be teaching part-time at UCC.

Dennis O’Neill, UCC Foundation Director, presented information on the status of the funding campaign for the Health, Nursing, & Science building. The campaign is going well having raised \$3.248 million of the \$5.4 million goal. Answers are still pending for \$2.8 million in submitted grant fund requests. Meetings with private donors are in the process of being scheduled. Mr. O’Neill said he is very confident of reaching the goal and is excited about the funds that have been raised. He is hearing encouraging things throughout the community about this project and expressed gratitude to Directors Tamm, Miller, and Rice and President Olson.

ASUCC Report

Kristapher Yates, ASUCC President, shared about the ASUCC executive officers recently attending an OCCSA Leadership Conference. He has also been involved on the Student Fees Task Force.

ACEUCC Report

Judy Ode, ACEUCC President, was introduced by former President Debbie Hill. The group has a new secretary, Becky Chapel. ACEUCC recently had a successful retreat at the Winston Community Center.

UCCFA Report

The new UCCFA President, Marie Gambill, reported on the returning faculty and the anticipation of Inservice. A Faculty Retreat will be held during the first week of Inservice.

President's Report

Dr. Olson provided an update to the Board on the Governance Institute of Student Success conference recently attended by himself, Directors Bell and Yetter, and Robynne Wilgus. Dr. Olson shared one of the outcomes of the meeting is a desire to add a Student Success Update to each Board meeting; Dir. Bell highly recommended the regular segment. Chair Becker recognized that staff and faculty are doing a lot towards student success and the agenda item will be helpful. Dir. Miller advised that success measures line up with other initiatives and strategies. Each Board member will receive a copy of the book, Making Good on the Promise of the Open Door, which was distributed at the conference. There are a couple of Board members yet to complete the self-evaluation survey; the results will be updated once everyone has completed it. Dir. Bell shared one of his "take-aways": the new generation doesn't do "optional", they do "mandatory"; this is the direction in which the college should move. There will be follow up on a mini-retreat for the Board to further discuss the outcomes from the conference.

OCCA Board Report

Dir. Bell stated that James Sink is the new Communications Director for OCCA and will be compiling board meeting information from all Oregon community colleges into a regular newsletter. HECC is working on developing a two-year totally supported college education for a limited number of people; this would increase the community college pipeline of students. The students would be required to take at least six credits and be under the age of 24. The average age of a community college student is 29; about 60% of credit students are under 25. OCCA is stating the community colleges don't have the room to accommodate more students. UCC's recent report from Mahlum indicates under-population of some of the rooms which is a good thing from our point of view on this issue. On the other hand it would be beneficial to have more money come to the college. The legislature still needs to weigh in on the proposal.

NEW BUSINESS

In noting that each year the Board establishes goals Chair Becker presented the Board goals for the 2014-15 year. She suggested approving the goals and also to consider adding a student success goal at the next Board meeting. A couple of small changes were recommended: change "workforce" to "staff" in goal two; change "on" to "of" in goal three.

- 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.

Motion: I move for approval of the Board goals as listed in the agenda with the noted changes.
Motion by Dir. Tamm, seconded by Dir. Miller and carried unanimously.

The findings of the Student Fee Task Force were presented. Rebecca Redell, Chief Financial Officer, introduced Budget Coordinator Micque Shoemaker who then shared the information. Additional task force members were ASUCC President Kristapher Yates, Student Life Director Marjan Coester, Dean of CTE Jesse Morrow, IT Director Dan Yoder, and Lee Paterson representing the community. Ms. Shoemaker reviewed the report which had been sent out to the Board prior to the meeting and is attached to the permanent minutes. Updates were given to a few of the figures: SWOCC tuition is \$87; Lane's tech fee is \$5.50. Dir. Tamm suggested simplifying student fees by rolling the global credit fees into a universal student fee; the possible legacy fee could also be added to that figure. Responding to Dir. Rice's question regarding the purpose of the various fees, Ms. Redell explained fees, generally, go into a self-sustaining fund for different purposes: the Tech Fee maintains computer labs, equipment, and Banner; Program Fees are for supplies and certifications; the Student Success fee provides funding of the Learning Skills Director and Peer Mentors; outdoor activity fees cover lift tickets, transportation, and other associated costs. Fees that have been approved to pay for "X" will only be spent for "X" items out of the correlating self-sustaining fund. Ms. Redell stated there is only one fee she is aware of that goes into the general fund and it is the Registration Fee. Chair Becker, Dir. Tamm and Dir. Rice recommended informing the public and students of why the fees are collected and how the funds are spent. Dir. Miller appreciated the work of the task force and the scenarios given in the presentation. It was confirmed that student input will be provided at the next Board meeting. Chair Becker thanked the task force for their efforts.

The recommendation for exemption from the Competitive Bidding Process was presented by Ms. Redell and Linda Spaccarotelli, Purchasing Manager. It is recommended by staff that the College use an alternative contracting method for construction of the Health, Nursing, & Science building. The Request for Proposal (RFP), utilizing a Construction Manager/General Contractor (CM/GC) method with a Guaranteed Maximum Price (GMP) is the recommended method to be utilized. The use of this method requires that the Board, acting as the Local Contract Review Board, must hold a public hearing for the purpose of receiving public comment before adopting findings and approving the College's use of the CM/GC method as an exemption from the standard competitive bidding process. Additional time for public comment is being made available at 7:00 p.m. this evening. Any Board decision will be pending any public comments received at that time. The findings for the exemption are attached to the permanent minutes. Ms. Redell confirmed that as of the current meeting no one had contacted the College in this regard. Chair Becker clarified the need for a special Board meeting to review any comments presented. Dir. Tamm noted the CM/GC method still requires RFP's.

Motion: I move for approval of the CM/GC method as explained pending any comments that may be presented at the 7:00 p.m. hearing. Motion by Dir. Miller, seconded by Dir. Weikum and carried unanimously.

Resolution No. 1 – Approval to Spend Funds

Resolution No. 1 was presented by Ms. Redell. An increase in appropriations in the Special Revenue Fund – Grants and Contracts is being requested. Tamra Samson was awarded \$8,600 from the Oregon Community Foundation to provide enhanced and realistic learning situations using manikins that produce heart, lung, bowel, and voice sounds via a handheld (sim-pad) device for approximately 150 nursing students. April Hamlin was awarded a one year \$36,000 grant for the Community College Student Assistant Grant from the State of Oregon CCWD.

Motion: I move to approve Resolution No. 1, Approval to Spend Funds as presented. Motion by Dir. Tamm, seconded by Dir. Rice and carried unanimously.

Retirement requests (attached to the permanent minutes) were presented by Human Resources Director Lynn Johnson. Linda Spaccarotelli's last day of service to UCC will be January 2, 2015; Ms. Spaccarotelli has been working at UCC for 18 years. Susan Windsor's last day of service to UCC will be on December 31, 2014; Ms. Windsor began full-time employment at UCC on March 16, 1988, serving over 27 years in her position. Ms. Johnson noted Ms. Windsor's offer to stay on with UCC until a replacement has been found.

Motion: I move to approve the retirement requests of Linda Spaccarotelli and Susan Windsor as presented. Motion by Dir. Weikum, seconded by Dir. Yetter and carried unanimously.

There were no Board comments.

Meeting adjourned 4:15

Joe Olson
Clerk of the Board

Vanessa Becker
Chair of the Board

Recorded by Robynne Wilgus

Attached to permanent minutes:

- Student Fee Task Force Findings
- Competitive Bidding Exemption Findings
- Resolution No. 1
- Spaccarotelli and Windsor letters



Serving Douglas County Since 1964

TO: UCC Board of Directors
FROM: Lynn Johnson, Director of Human Resources
SUBJECT: Personnel Actions
DATE: October 8, 2014

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

Administrative/Confidential-Exempt Contracts:

Stephen Cripe, Sous Chef, 09/15/14
Gregory Smith, Catered Events Manager, 09/15/14
Caroline Hopkins, Student Support Services Director, 09/24/14
Nora Bing, Ford Childhood Enrichment Center Director, 09/29/14

Faculty Contract:

Aaron McColpin, Nursing Instructor, 09/16/14
Jennifer Lantrip, Reference Librarian, 09/29/14

Separations:

None

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item

Action Item

Subject: Focus Presentation:
Campus Climate Survey

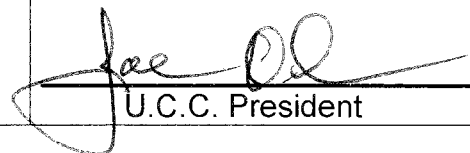
Date: October 8, 2014

Dan Yoder will review the results of the 2014 Campus Climate Survey.

Recommendation by: Dan Yoder,
Director of Institutional Technology



Approved for Consideration:



U.C.C. President

Umpqua Community College Campus Climate Survey 2014

EXECUTIVE SUMMARY

There is evidence of positive change in the campus climate from 2012 to 2014 with the greatest gains realized in the focus areas of Entire Organization, Support of Employees, Organizational Communication, and Organizational Decision Making. Favorable increases in responses were indicated in seventeen of the twenty-three questions in these sections or (2/3rds of the survey questions). Individual Statement Focus Areas yielded the following respondent outcomes when compared to respondent outcomes in 2012:

Personal Work Environment: 6 out of 9 questions reflect positive respondent outcomes

Entire Organization: 4 out of 5 questions reflect positive respondent outcomes

Support of Employees: 3 out of 6 questions reflect positive respondent outcomes

Organizational Communication: 4 out of 6 questions reflect positive respondent outcomes

Organizational Decision Making: 4 out of 6 questions reflect positive respondent outcomes

Organizational Management Practices: 3 out of 8 questions reflect positive respondent outcomes

Out of thirty-nine total questions, and across all Employment Categories, twenty-three questions show increases in positive responses, three questions indicate no change from 2012 to 2014, and thirteen show negative respondent outcomes from 2012 to 2014. The focus area in need of the greatest attention is Organizational Management Practices where five out of eight questions generated negative respondent outcomes from 2012 to 2014.

Variations in Employment Category participant proportions occur between survey years. In 2012 the campus was comprised of 8% Administrative/Exempt employees, 35% Classified staff, and 57% Faculty; in 2014 the campus was comprised of 9% Administrative/Exempt employees, 38% Classified staff, and 53% Faculty. In 2012, 18% of the Administrative/Exempt employees participated in the survey, 34% of Classified staff, and 48% of the Faculty. In 2014 16% of the Administrative/Exempt employees participated in the survey, 50% of the Classified staff, and 34% of the Faculty. There were 423 (both full time and part time) UCC employees in May of 2012 and 179 employees participated in the survey. In 2014 there were 464 employees in May, and 129 employees participated in the survey.

Faculty and Classified staff by far agree the most that the campus has experienced positive change from 2012 to 2014. Faculty in 2014 indicates negative responses to just 10 of the 39 questions presented, and Classified Staff indicates negative responses to just 13 of the 39 questions presented. Administrative/Exempt respondents in 2014, however, indicates there is less positive change from 2012 to 2014; reporting negative responses in 23 of the 39 questions presented. Employment turnover rates from May 2012 to May 2014 are as follows: 10 Administrative/Exempt employees (1 pt, 9 ft), 98 Classified staff (73 pt, 25 ft) and 167 Faculty (153 pt, 10 ft). It is increasingly difficult to attract qualified Administrative/Exempt candidates to Douglas County and several key Administrative/Exempt positions remain unfilled resulting in compression of duties. This may have some bearing on the decrease in Administrative/Exempt positive responses.

In 2014 Administrative/Exempt, Classified Staff and Faculty unanimously agree there has been positive change from 2012 to 2014 in the following 9 out of 39 questions:

My workplace functions so that I can see the relationship between my role and the goals of the college? **77% agree in 2014, 74% agree in 2012**

Interpersonal conflicts interfere with my ability to resolve disagreements? **72% disagree in 2014, 65% disagree in 2012**

I have a lot of freedom to determine how to do my work? **95% agree in 2014, 93% agree in 2012**

Classified and Faculty leadership and College management work well together? **64% agree in 2014, 48% agree in 2012**

My work is appreciated by the College? **70% agree in 2014, 68% agree in 2012**

I feel informed regarding issues that face the College? **64% agree in 2014, 58% agree in 2012**

The mission and values of the college are clearly and consistently communicated? **67% agree in 2014, 50% agree in 2012**

Task forces and committees are used effectively to solve problems and make decisions? **54% agree in 2014, 34% agree in 2012**

The Board of Trustees is responsive to input from the college community? **46% agree in 2014, 27% agree in 2012**

Length of Employment and overall agreement to each question cannot be compared to the responses from 2012 as the Length of Employment questions were drastically different between the two survey instruments. However, comparison data by Length of Employment does indicate employees with 0-3 years of employment and employees with 10 or more years of employment are more positive than employees with 4-9 years of employment.

TASK FORCE RECOMMENDATIONS:

Environment:

Stay the Course – affirms that the campus is moving in the right direction.

Engage in a forward-looking process that reviews, updates, and affirms the College organizational structure.

Support of Employees:

Develop strategies to address time and workload stressors in administrative services and business functions.

Organizational Communication:

President continues personal campus updates via email.

Regularly provide information to the campus community regarding the status of funding, enrollment, program development/maintenance, planned facilities updates or changes, and environmental/regulatory factors impacting the college.

Organizational Decision Making:

Governance – revisit the purpose and make-up of each campus standing committee to insure each committee is relevant and contributing to the success of the college.
Disband or consolidate where appropriate.

Ensure, where appropriate, that impact analysis of proposed changes includes input from the employees affected or providing services and conducting organizational business.

Organizational Management Practices:

President more visible on campus.

Develop strategies for maintaining continuity within departments and programs in the event of staff turn-over/Cross-training.

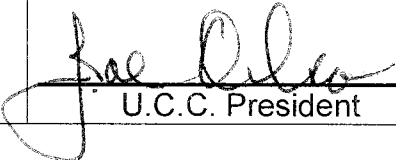
Continue to bring employee groups together for training with the goal of insuring consistent understanding and application of Board Policies in support of good leadership and management practices.

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item
 Action Item

Subject: Reports	Date: October 8, 2014
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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: <hr style="border: 0; border-top: 1px solid black; margin-top: 20px;"/>	Approved for Consideration: <div style="text-align: center;">  _____ U.C.C. President </div>
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OCTOBER 2014 BOARD REPORT

Joe Olson, President

Significant Meetings:

Sept. 8	Krissa Caldwell, CCWD	Sept. 23	Healthy Forests
Sept. 9	Superintendents Meeting, Douglas ESD		Title III Team Visit
Sept. 11	Steve Perkins, Sutherlin SD Supt.	Sept. 24	Steve Kelley, South Umpqua SD Supt.
Sept. 12	ASUCC monthly meeting		Whipple Foundation Fall Retreat
Sept. 15	New Faculty	Sept. 25	Steve Perkins, Sutherlin SD Supt.
	Murdock Charitable Trust		Larry Parsons, Roseburg SD Supt.
	Facilities Dept. Retreat	Sept. 26	Jenny Cevik, Mercy Medical College Team
Sept. 16	President's Wine Reception		Leadership UCC Lunch & Greet
	Early Learning Hub	Sept. 27	Salute to Health Care Providers
Sept. 17	HNS Oversight Committee	Sept. 29	Skills USA Training
Sept. 18	Winston Area Community Partnership	Sept. 30	Student Open Forum
	Fall Faculty Retreat Lunch	Oct. 1	HNS Oversight Committee
	Grantmakers of Oregon & SW Wash.	Oct. 2-3	OPC / OCCA

You will note a green sheet in the Board packet has been designated for Student Success. This is in keeping with the Board's request to have a Student Success focus topic at each of our meetings. We're hoping that from this presentation we will identify specific topics for the next few Board meetings.

We had a very successful exit conference with our auditor last month. The Board will have the official presentation in November; however, I wanted you to have a moment to review the cover sheet for the 2013-14 UCC audit. I would like to commend the finance and administrative staff for the outstanding job they continue to do. Their work this year will be result in one of the cleanest audits ever conducted by Pauly Rogers. I look forward to their full report in November.

Kudos are to be extended to UCC faculty and others who are participating in a community lecture series which will commence sometime in November. I would remiss if I attempted to individually identify faculty members behind this idea, so I won't; however, a tentative schedule is attached for your review. You will find the topics are broad and reflect a diverse collection of ideas which will be presented during the 2014-2015 lecture series. This is a significant way for the campus to reach out and serve as an educational and cultural resource for our community.

Last month I had the opportunity to present the UCC update to the ESD Board of Directors. They were very complimentary of the way in which UCC is working with the collective school districts. At the next Superintendents meeting on Oct. 14 a group of UCC staff will be providing information on the strides we have taken to better connect with our K12 partners. Several of

the superintendents have approached me since they became aware of this October presentation and are excited with the ideas they're hearing and the engagement of their high school students in UCC outreach.

In the next few weeks Oregon will host two statewide meetings that may have interest to our Board. The first is the OCCA annual conference which will take place Nov. 5-8 in Sunriver and a full agenda will be presented to the Board upon its release. The next conference is sponsored by OSBA and will be held Nov. 13-16 at Portland Marriott Downtown Waterfront. This typically does not involve a wealth of programming related to higher education; nonetheless, I make you aware of it should there be specific seminars you may wish to attend. Upon receipt of the full agenda I will be determining which dates, if any, I will be attending.



FINAL EXIT CONFERENCE

2013-2014 AUDIT

UMPQUA COMMUNITY COLLEGE

AUDIT TIMELINE

<u>Audit Agenda Item</u>	<u>Date</u>
Completion of Interim Fieldwork	<u>Thursday, September 04, 2014</u>
Draft Report	<u>Friday, October 03, 2014</u>
Presentation to the Board	<u>Wednesday, November 12, 2014</u>

AUDIT DISCUSSION POINTS

- 1) During our preliminary audit visit during the spring we noted a few matters for discussion, which have not been repeated on this memo. None of those matters are considered to be significant enough for reporting to the board.
- 2) During our testing of property taxes we noted an immaterial calculation error with respect to the information gathered from the County, which the Finance Department corrected. It appears that there had been some formula error in a prior year that rolled forward and was caught this year. The financial report will now match the County records. This matter goes back to the prior auditors years ago and the method they used to calculate the balance.
- 3) UCC implemented a new accounting pronouncement, GASB Statement 65 - *Items Previously Reported as Assets and Liabilities*. The effect of this change in accounting principles will show up in your report as a "Restatement" of beginning net position. The most significant change resulting from this new pronouncement is that costs associated with the issuance of bonds (i.e. legal, financing, and rating agency costs) are not considered to be costs of the period during which the new debt is incurred, rather than costs to be capitalized.

LIST OF ITEMS TO SEND US AS THEY BECOME AVAILABLE

- 1) Enrollment data from Dan Yoder
- 2) FISAP - Michelle Bergmann
- 3) Representation Letter - we will send this to you upon completion of our audit procedures in the coming weeks
- 4) Management's Discussion and Analysis

UCC Faculty Lecture Series 2014-15

Karen Carroll ~ Will Mt. St. Helens Erupt Again Soon? Lessons from the History of this Amazing Volcano

Associate Professor of Geology

- M.S., Portland State University
- B.S., Portland State University
- A.S., Clark College (in Vancouver WA)

Emery Smith ~ The Nature and Use of Corporal Punishment

Associate Professor of Sociology

- Ph.D., University of Oregon
- M.S., University of Oregon
- B.A., Eastern Washington University – Cheney

Toni Clough ~ The Four Basics to Starting a Business

Associate Professor of Business

- M.B.A., Regis University
- B.A., Hodges University (formerly International College)
- A.A., Florida Community College of Jacksonville

Charles Young ~ Five Significant Turning Points in World History

Associate Professor of History

- M.A., San Jose State University
- B.S., Eastern Oregon State University

Mary Stinnett ~ Who Wants to Be a Guaranteed Millionaire?

Associate Professor of Mathematics

- Ph. D., Oregon State University
- M.S., Oregon State University
- M. Ed., University of Oklahoma
- B.S., Moravian College

Paula Usrey ~ Reflections on Susan B. Anthony's Visit to Roseburg and the NW
Associate Professor of Communication

- M.S., Portland State
- B.A., Portland State
- A.A., Mt. Hood Community College

Cindy Shirtcliff ~ Successful Health Care Outcomes and Bridges Out of Poverty in Douglas County

Adjunct Faculty, Regional Manager Community Liaison

- M.S.W., University of Nevada, Reno
- B.S., University of Oregon
- A.A., Umpqua Community College

Sandra Gade ~ Sex, Chocolate, and Drugs: Genetic Models of Addiction and Recovery

Associate Professor Human Services

- Ph.D., Oregon Health Sciences University
- M.S., University of Wyoming
- B.S., University of Wyoming

Jan Woodcock ~ Bhutan and Buddhism, Gandhi and the Ganges: Things I Didn't Know About the World Before My Sabbatical

Associate Professor of Social Science and Humanities

- M.T.S., Harvard University
- B.A., Westminster College

Susan Rochester ~ How to Look at Art

Chair, Fine and Performing Art Department

- M.A., University of Oregon
- B.A., University of Oregon
- A.A., Umpqua Community College

Dee Winn ~ Transfinite Numbers

Chair, Mathematics Department

- M.S., Oregon State University

UCC Faculty Lecture Series 2014-15

- B.S., Stephen F. Austin State University

Sean Breslin ~ If Only I Could Be an Electron
Associate Professor of Chemistry

- M.S., Cornell University
- M.A., Cornell University
- B.A., Western Maryland College

Jason Aase ~ Earthquakes and Tsunamis in the Pacific Northwest
Dean of Arts and Science

- M.S., Brigham Young University
- B.S., Brigham Young University
- A.S., Ricks College

Nancy Nowak ~ Excavating Shrapnel, Revealing Poetry: Reflections on My Sabbatical
Associate Professor of English

- M.F.A., Sarah Lawrence College
- B.Ph., Thomas Jefferson College

Helen Laurence ~ A Web of Words: Making Connections Across Spaces
Associate Professor of Humanities

- M.A., California State University Northridge
-

Amy Fair ~ Long Teeth: A Sparse Selection of Somewhat SFW Original Poems
Associate Professor of Humanities

- M.F.A., Chatham University
- M.A., West Virginia University
- B.A., West Liberty State College

Daniel C. Leeworthy ~ The Best 20 Minutes of Your Life: 20 Lessons from Sports
Associate Professor of Physical Education

- M.S. Ohio University
- B.A., BYU Hawaii

Dale Champion ~ Ten Things You Don't Want to Know About Aging
Associate Professor of Anatomy and Physiology

- D.V.M., University of California at Davis
- M.S., University of California at Davis
- B.S., California State University at Los Angeles

Debi Gresham ~ What "NOT" To Do in Management
Associate Professor of Business

- M.Ed., Capella University
- B.A., Northwest Christian University

Georgann Willis ~ I Want It Now! New Thinking on Willpower and Dealing with Delayed Gratification
Associate Professor of Psychology

- Ph.D., University of Montana
- M.A., University of Montana
- B.A., University of Montana

Joan Campbell ~ How Technology is Changing Education
Director of eLearning and Educational Partnerships

- M.Ed., University of Maryland
- B.A., University of California, Santa Barbara

NiAodagain ~ Writing Historical Fiction: Time and Place as Inspiration for Your Writing
Associate Professor of Humanities

- M.A., University of Oregon
- B.S., Louisiana State University

Ken Carloni ~ Honey, Where Are My Bowling Shoes?: The Divergent Evolution of Female and Male Brains
Associate Professor of Biology

UCC Faculty Lecture Series 2014-15

- Ph.D., Oregon State University
- M.S., University of Connecticut
- B.S., University of Connecticut

Gregg Smith ~ Living Dead

Associate Professor of Humanities

- Ph.D., University of Washington
- M.A., University of Louisville
- B.A., Coe College

Joe Olson

From: OSBA Information <info=osba.org@mail186.atl61.mcsv.net> on behalf of OSBA Information <info@osba.org>
Sent: Thursday, September 25, 2014 12:12 PM
To: Joe Olson
Subject: OSBA Annual Convention: The early bird deadline is approaching!

The 2014 OSBA Annual Convention is approaching.
 Make plans to attend today!

Is this email not displaying correctly?
[View it in your browser.](#)



Dear Joe,

The annual convention is getting closer! Make sure to take advantage of the \$50 savings through early-bird registration before it ends on **Friday, Oct. 10**.

Register

Register [online](#) or download a [registration form](#).

Hotels

If you'd like a recommendation for a hotel or to see if we have other rooms available, contact us at 503-588-2800, 800-578-6722 or info@osba.org.

Keynote Speakers

Each of our keynote speakers has valuable information, inspiration and insight to motivate you for the next year of your service.

Questions? Contact our event staff at info@osba.org, 800-578-6722 or 503-588-2800.

Joe Olson

From: occa@memberclicks-mail.net on behalf of Megan Jensen <occa@memberclicks-mail.net>
Sent: Saturday, September 27, 2014 8:34 PM
To: Joe Olson
Subject: OCCA Digest - September 26, 2014



OCCA DIGEST - September 26, 2014

SIGN UP TODAY FOR ANNUAL CONFERENCE!

Don't miss out!

Registration is now open for the 2014 OCCA Annual Conference, "Establishing a Foundation for Student Success." This year's event will be Nov. 5-8 in Sunriver and will feature sessions with national experts, education leaders and Oregon policymakers.

The Silver Sponsor for this year's event is D.A. Davidson & Co.

In Oregon and nationally, education leaders agree that higher education is one of the most important keys to reaching the middle class and staying there ... yet public investment in college and university education is lagging. What are the obstacles to student success in Oregon? And with the political and partisan calculus settled in the November general election, what education bills will be on the radar for the 2015 session?

Make plans now to join us! Register online at <http://www.occa17.com/annual-conference>

Note: The formal conference activities begin the evening of Nov. 5. A meeting of the Oregon Presidents' Council will be at 10 am on Nov. 5.

OREGON INVESTIGATING POTENTIAL COST FOR "FREE COMMUNITY COLLEGE"

Free is a misnomer, of course.

**Umpqua Community College
Vice President for Student Development
Board Report –September 2014**

Student Services- Vice President of Student Services:

Vacant

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

Mandie Pritchard, Director

New Hires!

Our Center welcomed four new staff over the summer.

Hanna Culbertston, Academic Advising Specialist: Hanna is UCC alumni with BS degrees in Sociology and Psychology. She is very familiar with various community resources having previously worked for Douglas County Mental Health.

Nathasha Bjornson, Perkins Career Network Specialist: Natasha has a degree in Anthropology and also previously has taken classes with UCC. She has been busy contacting CTE student this summer who completed degree requirements, but had yet to file for graduation.

Laura Barlow, Front Desk Assistant: Laura is recent UCC graduate! She provides a welcoming environment for our new student coming in to placement test or needing general UCC information.

Christina Anderson, Disability Services Accommodation Specialist: Christina is currently working on her degree at UCC, but made a transition off-campus for Community Education. Christina has been busy brushing up on the newly acquired Echo Pins that will be a valuable resource for our students seeking accommodations.

Student Life Office - Marjan Coester, Director

The months prior to the start of the fall term were busy with coordinating and leading various leadership developments and training activities on campus and off campus for students, staff and community members:

- Leadership training with the ASUCC Officers
- Coordinating the Oregon Community College Student Association leadership conference
- Student Ambassador training
- Teambuilding activities with Roseburg Chamber of Commerce Project Leadership class
- Workshop presentations for the Facilities and Grounds staff retreat
- The September kick-off class for Leadership UCC

The director was named the chair of the Oregon Student Leadership and Activities Professionals organization. This group informally formed two years ago, but with the support of the Council of Student Services Administrators (CSSA), we are working on creating a formal statewide organization for the advisors and staff working in Student Life/Student Activities on community college campuses in Oregon.

Student Ambassadors

- Dalton Lee has been serving as our Student Ambassador for summer term and will continue through fall term. Gaoying Vigoa and Joel Wylam are joining the Student Ambassador team this fall. They started training the week after Labor Day and have already been a tremendous asset to our students, working at the Information Desk, answering phone calls and working with walk-in traffic.

Peer Mentors

- Brandy, Jasen and KC welcomed Jennifer Abel to the Peer Mentoring team this summer. Peer Mentors were kept busy conducting New Student Orientation tours, working on the training modules for the CRLA certification process, phone calls to students and one-on-one assisting of students with a variety of processes. Amidst all their activities, they also relocated their office and are now co-located with the ASUCC Student Leadership team in the former TOP offices.

Veterans Center

- Diana Kelly and Kira Oerman attend the September 17 Stand Down at Roseburg VA.
- The center hosted Jennifer Morzetti, from the Eugene Vet Center, for an in-service presentation on PTSD and its effect on reintegration.
- A Welcome Back event for veteran students was on Wednesday, October 8 in the Veterans Center. Several of our community veteran's resource providers were invited to meet and greet the students.

Events and Activities

- The Leadership UCC Class of 2014-15 met on Friday, September 26 for orientation. Kelley Plueard and Susan Neeman, 2014 alumni hosted the class. The class kicked off with an Alumni luncheon, and former and current class members had the opportunity to meet and network. The remainder of the afternoon, class members was engaged in various ice-breakers and teambuilding activities, as well as learning more about the overall year. Class members for this year are: Jasmine Allen, Volodymyr Dankiv, Kristi Hurt, Brian Proctor, Jessica Richardson, Amanda Shirley, Joan Sifford, Kemberly Todd, Mary Waechter, Amanda Welch, Georgann Willis, and Katie Workman.
- The annual Welcome Back greeter activity was held on Monday and Tuesday of the first week of classes. Administrative/Exempt staff greeted students, handed out maps, provided directions and gave away Riverhawk Bucks.
- The quarterly Blood Drive will be held on October 28 and October 29.
- The Jack Kent Cooke Foundation Undergraduate Scholarship program has opened their application for the 2014-2015 scholarship cycle. The application and nomination process has changed significantly from previous years. Applicants no longer need to be nominated by their college institution; any student can apply and applications are no longer are reviewed at a local level by a selection team. To assist students with the new application and new process, four workshops have been scheduled for the week of October 13.

SSS / Transfer Opportunity Program – Caroline Hopkins, Interim Director

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

Activities related to meeting grant objectives:

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

- 34 students have RSVP'd and will participate in TRiO's First Year Experience Cohort this year
- 5 Peer mentors will be trained Sept. 22 and assist the director with the First Year Experience Cohort
- Sept. 24 FYE cohort orientation will be held
- CCSSE data has been released and Iterim Director Caroline Hopkins is embedding it into the 2015-2020 grant application
- TRiO staff have been advertising and assisting students with the fall scholarship opportunities
- TRiO has used the money from the Foundation Fund for Innovation Grant to purchase textbooks for the upcoming year. We have purchased the following:
 - 5 sets of texts that work for WR121 and WR122
 - 3 sets of WR115 texts
 - 2 PSY 201-203 texts
 - 1 CH221 text
 - 3 Econ 201-203 texts
 - 1 Statistics text
 - 1 College Algebra/Trigonometry text
 - 2 Mythology texts
 - 1 Nutrition text
 - 1 Political Science text

Ford Childhood Enrichment Center –

Nora Bing has accepted the Director of the Ford Childhood Enrichment Center position. She started September 29, 2014.

Financial Aid – Michelle Bergmann, Director

Financial Aid Applications

3595 - Total applications for 2014-15

4047 - Total applications for 2013-14

Financial Aid Awards

1215- Total awards packaged to date for 2014-15

1173- Total awards packaged to date for 2013-14

Disbursements for the 2014-15 award year through 09/23/2014 total over \$613 Thousand to 1215 students in Grants, Loans and Federal Work-Study. This does not include outside sources such as veteran's benefits or UT&E.

- Actively awarding students in anticipation of the start of Fall term.
- Received our FY 2011 Final 3-Year Official Cohort Default Rate of 35.9. Will begin working with Edfinancial starting 09/24/14 on the Loan Servicing Appeal process.
- Ann Abel had a very successful Audit of UCC's Veterans services.
- The Financial Aid Office along with the Finance Office participated in the annual UCC audit during the first week of September.
- Director provided a presentation on Default to UCC staff and faculty during in-service as a continued effort to create communication across campus. Also, during the weeks of in-service Ann Abel presented on FWS and Linda Vellines presented on SALT.

- Director is working on the annual FISAP (Fiscal Operations Report and Application to Participate) report for the 15/16 academic year, due October 1st. This is an application to receive Federal Supplemental Educational Opportunity Grant and Federal Work Study funding for the upcoming year.
- Brian Proctor serviced as a Co-Chair of a very successful in-service committee.
- Linda Vellines, our Financial Aid Specialist – Default Mgmt. has accepted a lateral position in UCC’s Finance Office and will begin her position on October 01, 2014. The Finance Office will work with our office for a successful transition for both staff and students.
- Will advertise to replace Linda’s position and hopefully have a successful replacement within the first few weeks of Fall term.
- Linda Vellines has provided 12 on campus Financial Aid Literacy Seminars for Fall term students. Online seminars are available on going as well.

Registration and Enrollment Services – David Farrington, Registrar

Enrollment Services update is in the form of three new hires:

- Mandy Waardenburg has moved from Kentucky to join us as our new Enrollment Services Assistant in the Welcome Center;
- Elizabeth Bastian will begin work October 1st as our Degree Audit and Evaluation Specialist position in support of Title III’s purchase of Degree Works;
- Cathy Chapman has taken on more hours in her part-time Enrollment Services Clerk role in support of the Welcome Center.

Educational Talent Search / Upward Bound – Missy Olson, Director

Upward Bound

- The Upward Bound staff is in the process of interviewing 10 potential participants and their parents. Students and parents learn about the time commitment and value of the program and decide if it fits their schedules. If all 10 elect to participate, the program will only need to fill 10 more spots for the year.
- The Upward Bound students participated in The Blast Run for Recovery and Prevention on Saturday, September 13. This community service project allowed them to help those involved in drug abuse and suicide prevention.
- The Team Meetings this month focus on a few changes in the UB program. We will be doing more personalized academic skills sessions to develop students weak areas in academic classes or in test preparation. This will involve a detailed monthly check-in, as well as scheduling time to work on the area of most need each month. In addition, students explored various college fact books to discover the differences between community colleges, public universities, private universities and out-of-state options.

Educational Talent Search

- The Educational Talent Search staff have been busy doing Learning Assessment Plans with each student in the program, as well as a credit analysis to ensure they are on track to graduate.
- The seniors are receiving a college portfolio folder to hold their application materials, a senior handbook, and a flash drive to keep their essays and activity charts in one location.
- The program has 402 participants and is actively recruiting to fill the additional 190 spots. Most of these spots are due to the seniors who graduated in the spring.
- Jayne Smith, our part time advisor at the middle schools and Oakland and Glide high schools is resigning on October 2. We are interviewing potential candidates to replace her.

Title III Project Manager– Dr. Cynthia Horkey

- The Degree Works project continues to stay on track with weekly check-ins and scheduled visits.
- The UCC Scholar introductory meeting was held and 51 students attended. At this time, 91 UCC Scholars are registered.
- The Title III External Evaluator visit for Year One has been planned. They will be on campus September 23rd and 24th.
- During In-service, speed round presentations on the Title III Grant were given to familiarize the campus community with the grant projects.
- The budget is being examined closely as this is the final month on the Grant for Year 1. Preparations are being made for the Year 2 budget.

Athletic Director, Cheryl Yoder

- All our athletes are on campus now (Men and Women's Basketball and Women's Volleyball). We have a lot of freshman. Kudos to the counseling/advisors who created a special Student Orientation for all our athletes together. This helps with the transition for those freshmen into college.
- Volleyball has been competing hard with a very tough pre-season schedule. Overall, they are 4-11. They start league this weekend at home – Friday, 9/26, 6 PM vs Clackamas and Saturday, 9/27, 1:00 vs Mt. Hood.
- Check out our Athletic Webpage that Art Lucero has worked very hard on and has done a great job.
- Friday, November 7th – 6 PM match vs Linn Benton is Cheetah Safari night. All employees from Wild Life Safari get in free, and the Cheetah will be in our gym for photos with the VB ladies.
- Come on out and support your Volleyball ladies this season.

**Board Report
Instructional Services
October 2014**

Dr. Roxanne Kelly, Vice President for Instruction:

- Friday, September 5th a CIA conference call was held regarding Accelerated Learning, Developmental Education Redesign and the transitions at CCWD/HECC. The Chief Academic Officers will be meeting more regularly over the next year as issues like these evolve quickly.
- Instruction has been getting ready for fall term 2014 with work being done on obtaining Course Outcomes for all courses.
- In-Service 2014 started Tuesday, September 16th, The Road to Excellence. The entire committee has done a wonderful job with all the details. They began working on this event July 9th. The inservice committee, as part of the fundraising efforts, purchased commemorative shirts for sale during the two weeks of inservice. Half of the proceeds from shirt sales will help support the HNS building.

Dr. Ali Mageehon, Dean of Academic Support:

- The CASE grant has been closed out. As of the third quarter report of the final year, we had met all of our goals. We had 39 total participants, 25 of whom have entered employment, and 34 of whom have earned a credential. Students participating in CASE earned 903 credits. One of the most significant success stories is that of a CASE participant who completed her CIS degree and is now working here at Umpqua. Ten CIS courses were developed or enhanced using CASE money. The Tech Hub furniture in ESB33 was also paid for out of CASE. We also developed three job skills workshops from CASE money in partnership with Community Education. These workshops will continue to be offered to JOBS clients and other students past the life of the grant.
- UCC is a pilot site for the Credit for Prior Learning Standards developed by the HECC. We will be working on developing marketing materials for Credit for Prior Learning, as well as creating a web presence for CPL opportunities this fall term.

ABS

- Kathy Tiger, Clare Leeper, Robin VanCleave, Amanda Welch, Mary Ann Pope, and Kathy Hutchinson attended and enjoyed the ACEUCC Classified Retreat on September 4th.
- The 50th Anniversaries of Wolf Creek Job Corps and Umpqua Community College were celebrated on August 28th at Wolf Creek Job Corps, which was commemorated with the planting of a tree by Dean Ali Mageehon and Smokey the Bear.
- ABSD is planning to use Core Skills Mastery as an option for students who want to begin their studies prior to the beginning of a term. Amanda Welch is leading this project and is ready to begin speaking with and signing up students for this program.
- 57 students signed up to attend GED Orientations; 42 students signed up for Adult High School Diploma Orientations for Fall Term.
- Director April Hamlin attended a Mockingbird Education workshop at Rogue Community College on September 25 – 26.
- On September 10, the ABSD department hosted a Community Partner meeting with close to 40 attendees and a wide representation of service providers from the community.
- On September 17th, over 50 staff, faculty, and students attended the “Safe Space Kit” Training at In-Service, which addressed the issues and concerns of Gay, Lesbian, Bi-

Sexual, Transgender, Queer and Questioning (LGTBQ) students. Trainers from the Gay Lesbian Straight Education Network (GLSEN) and a student panel rounded out the 3 hour training.

- Robin VanCleave has started an orientation for parents of new students at Woolley Center.

Success Center

- The Dedicated Learning Communities and Mainstreamed Writing Cohorts have very high enrollments for fall term. In addition to our regular course offerings on campus, we are offering a Practicing Success cohort on the weekend at Woolley Center through fall term.
- Success Center staff delivered meals to local residents as a part of the Meals on Wheels program.

Educational Partnerships

- The Educational Partnerships Office delivered school year kick-off goodies and information to dual credit instructors at all Douglas County High Schools.
- Three new dual credit instructors were approved to teach dual credit courses; students at Glide, Douglas, and Sutherlin High Schools will now have access to college-level writing, math, and history respectively.
- The second day of the collaborative project between UCC, EdNW, and area high schools to align writing curricula to WR121 took place at the Lang Center.
- Educational Partnerships Specialist, Elizabeth Bastian, presented with Debbie Hill at UCC in-service about changes in the course and program approval process.
- High School CTE teachers and advisors met with the Educational Partnerships team to discuss, troubleshoot, and strategize about new materials created to align programs of study with Career Pathway certificates.

UCCOnline

- The UCCOnline team continues to meet weekly with Canvas to ensure a smooth transition from ANGEL.
- Over 30 courses will be offered this fall using the new learning management system.
- UCCOnline presented six sessions at in-service on Canvas, including two sessions led by Faculty Sean Breslin and Gary Gray.
- Six faculty have completed the QMLight+ course, ensuring maintenance of high quality in online courses through migration. Over 30 faculty and staff have taken the Canvas ABC course, learning the basics of the new learning management system.

JOBS

- JOBS submitted an application for Phase 1 of the SNAP E&T grant. There is \$200 million in funding, for up to ten states (pilots). Oregon will apply for between \$5 million to \$25 million, which will be dependent on the proposals that are both submitted and approved.
- Sara Carson met with First Call Resolution on September 23rd, to strategize on how to best partner for employment and training opportunities.
- The new OFSET contract was submitted on September 10th. The program did receive an increase in funding beginning October 1st.
- JOBS completed the interview process and hired Jon Jackson for the Job Developer position. Jon's previous employers include Douglas County Mental Health, Douglas County Development Disabilities, and Vocational Rehabilitation. Jon has a bachelor's in Sociology and Psychology. Jon will begin his new position on October 1st.
- Sara Carson attended the Self-Sufficiency Program and Workforce Partners meeting in Salem on September 17th.

Jesse Morrow, Dean of Career Technical Education:

- Looking forward to the new academic year and completing the SUHS project along with helping with Accreditation.

Apprenticeship:

- July through current date, have indentured: 5 millwright apprentices; 4 manufacturing plant electricians; 4 inside electricians.
- New tribal standard approved at the state level this month. Cow Creek Tribe has become a training agent for the inside electrical committee. First apprentice will be indentured as of October 1st.

Automotive:

- The numbers of first year auto students entering the program look good. There are 27 students currently registered with a few more in the pipeline.
- All of the qualified graduates from last year's T-TEN program are currently working at dealerships. The Toyota Dealership visits have produced a large number of requests for interns and graduates.
- On July 10th, UCC's T-TEN program received certification from Toyota for their updated program. The standalone regional training focuses on focused targeted recruiting and job placement. All of the curriculum and standards have been updated to the new T-TEN standards. Countless hours went into meeting these new vigorous standards with not all of the T-TEN schools being able to meet the requirements.
- During the second week in September, two of the Automotive T-TEN staff, John Blakely and David Wolf, attended the 2014 Northwest Regional T-TEN Instructional Development and Community Event at Spokane Community College. Both received credit for two Toyota training courses. At the business meeting John Blakely was voted in as the new NW Regional Coordinator.

Community & Workforce Training:

- The department hosted over 200 attendees at the 2014 Conference on Extraordinary Living event September 12 at UCC. A special thank you to Dr. Joe Olsen for welcoming registrants and to the many departments on campus that provided support on a day the campus was closed.

Culinary:

- The culinary department is happy welcome our two new recent positions:
 - Greg Smith (from Bandon Dunes golf resort) was recently hired as the new Catered Events Manager. His role will be to manage and grow the ever increasing volume of catered events on UCC's campus.
 - Steve Cripe (a recent graduate of the UCC culinary arts program) was recently hired as the new Sous Chef. His role will be to manage the food service production and quality for the River Rush brand.
 - UCC culinary arts participated in a very exciting event on 9/13/14. The event was a fundraiser for CASA de Belen and was titled 'The Great Umpqua Palate Challenge'. This event paired 9 current and former culinary arts students with 9 local wineries. The task was for the wineries and chefs to work together to create a great food/wine pairing for the customers. We did a pre-tasting with the students and wineries a week before the event to provide an opportunity for the wineries and chefs time to discuss the food and wine decisions. At the event, the students received nothing but great feedback from the guests. The wineries were very happy to have participated, the students had a lot of time to network and market themselves, and the coordinators of

the event were exceedingly pleased with the overall presentation of the event by the catering and special events department.

Engineering and CIS:

- Two faculty members traveled to a workshop on September 17th at OSU for community colleges that have engineering transfer programs. The workshop focused on the new application process for the OSU professional school. Discussions included the dual enrollment program for where students enrolled at community college can be dual enrolled OSU and other topics.
- UCC is offering CS 160 Introduction to Computer Science for the first time on campus at UCC this fall.
- During fall quarter the Department will be evaluating the potential to offer an AS degree in Computer Science at UCC.

Nursing:

- Work is being done with the Admissions Committee to discuss the current pre-requisites to the nursing programs: practical and registered nursing program. Looking at “pre-requisites for pre-requisites” that do not need to be calculated in the application process.
- Updating language from Oregon Consortium for Nursing Education (OCNE) to reflect in our application process.
- Changes happening to the current applications: updating language, standards and requirements for admissions. Looking at options to benefit in county residents.
- Gathering course information to present to both the curriculum committee and instructional council to make changes to the “catalog descriptions” for both the PN, RN and bridge to RN program so that ALL programs bridge. By updating the programs and descriptions students will have “stop points” throughout the program to RN to aid in financial aid processes as well as “life happenings.”
- Looking further into the future at increasing “simulation” as a main clinical point for 1st year students in the RN program.
- First year students coming in FA 2014 will be on the new Canvas system
- Nursing Assistant program will start “Hybrid” connection this fall term.
- OSBN accreditation visit for nursing assistant program scheduled for November 14, 2014.

Welding:

- The Welding Department will be submitting its application for a 2 year Associates Degree this October with the CC & IC. This will be a follow up step to the addition of 6 new welding courses and a 2nd year carrier pathway that was approved last year (2013-14). Newly added Advanced Welding coursed for the 2 year degree include; Gas Tungsten Arc Welding I, II, & III, as well as Pipe Welding and Fitting I & II, and Blueprint Reading II. Also, data collection & post graduate surveys will be developed and implemented in order to help support future program growth for the Welding Program.

Jason Aase, Dean of Arts and Sciences:

- Continued meetings/activities with Gwen Soderberg-Chase related to the Regional Achievement Collaborative (RAC) and STEM grants.
- Welcomed our Fulbright Scholar from Ukraine, Volodymyr Dankiv. A big thank you goes to Martha Test-Joyce for all of her help in facilitating his arrival.
- Gearing up for the arrival of the 2014 Open World delegation from Ukraine, November 7-16.

- All areas of the Arts & Sciences Division enjoyed a wonderful fall in-service and are looking forward to a spectacular 2014-15!

Anya Petersen-Frey, Director of Small Business Development

- September 30 is the end of the SBA fiscal year – all advisors are reaching out to clients from the past year for follow up and to record impact.
- Attended the Association of Small Business Development Centers National Conference. A few key take-aways: Re-branding on a national level for SBDC's – most states including Oregon are taking part



- Exploring ongoing funding options for programs. Some are adding a “Support Entrepreneurs” on websites for donations to specific programs or to contribute to ongoing technical assistance.
- Some excellent sessions – in business trends, Center management, and retail issues
- SCORE lost its home at the Chamber and reached out to the SBDC/UBC for a location. As an SBA partner we are allowing them to use SBDC space for their 2 hours per week. A meeting with the Roseburg team ascertained differentiation and clarifying of roles. They are making their own appointments (it was asked that we take their calls as the Chamber did but Director did not deem that appropriate)
- Jack Vitacco, from SBDC SOU, visited to see our facility and guide us on accreditation for the state and any info we can provide to help the process

Outreach

- Accepted to Leadership Roseburg with the Chamber
- Participated on the market research committee for NW Wealth Works funding . Deadline has been moved forward two weeks so work was accelerated.
- Continue to attend local economic development/business group meetings including YES group
- Continue to develop relationships with local business leaders
- Reaching out to communities outside Roseburg. Met with Myrtle Point Chamber Director on Sept 29.
- Attended LeTip (business group) to introduce SBDC and UBC
- Visited the Sustainable Valley Tech Incubator in Medford to learn about their processes, funding and partners.
- Developed monthly program for radio with Kyle Bailey
- Continue monthly articles with News Review
- Coordinating with Trevor Mauch and Alex Campbell for youth events and a unique marketing concept that is in development

Carol McGeehon, Library Director:

- Facilities cleaned up and painted the library group study room.
- Library lab is being updated for fall term.
- Library and ABSD is piloting a new program to allow ABSD students to check out the classroom textbooks for the fall term through the library.

ADMINISTRATIVE SERVICES
October 2014 Board Report

Rebecca Redell, Chief Financial Officer

- The Finance department completed a very successful audit. The entire department deserves congratulations for one of the cleanest audits I have ever seen!
- HNS building committees continue to meet. We are working on the Bond financing that will be proposed at the October Board meeting.
- By the time this report is published, we will have had three open forums with students regarding the proposed Legacy Fee. We look forward to hearing their feedback and sharing that with the board.
- I have also been in contact with the College's External Budget Committee. We are keeping them in the loop, and soliciting their feedback on the proposals for financing the new building.

Cathy Vaughn, Bookstore Manager

- On September 17th the Textbook section of Bookstore opened for sales
- We are receiving the last of the Fall Term merchandise.
- Completing the last minute re-orders of textbooks.
- Training 4 new work study students.
- Decorating store for back to school.
- Bookstore will have extended hours on Monday and Tuesday till 6pm the first week of school.
- October 3rd is the last day for Financial Aid charges and textbook returns
- Third party charges will be available till Nov. 14th.

Linda Spaccarotelli, Purchasing Manager

- Collaborated with the college attorney to update the RFP for the Health, Nursing & Science Building CM/GC to update it and bring it in line with SB254.
- Published the notice of Request for Proposal for the CM/GC on the construction of the Health, Nursing & Science Building in the Daily Journal of Commerce and the Purchasing web page.
- Organized and attended the Mandatory Pre-Offer meeting and walk-through for the contractors to meet with Opsis, the architect, about the HNSB.
- Served on the hiring committee for the Ford Family Center Director position.
- Daily purchase order and vendor management.

Natalya Brown, Director of Accounting and Finance

- Finance Office is excited to report that fiscal year 2013-2014 has been closed and Comprehensive Annual Financial report is near completion. Final audited report will be presented to the Board of Directors by Pauly, Rogers and Co., P.C on November 12th, 2014.
- Fall classes are nearly here and staff has been preparing to meet the needs of our customers during an upcoming busy school year season. Finance office transitioned from Sallie Mae to Higher one platform for student online payment solution. Finance, as well as the rest of the native Banner users, with Information Technology Department's support, are currently involved in Banner server upgrade to 64 bit system.
- We are happy to report that we were able to find a replacement for the Accountant-Student Accounts position. Linda Vellines accepted the position and will start in her new role on October 1, 2014. Linda will be missed by the Financial Aid office, but we are very happy for her to be joining Finance Team.

Micque Shoemaker, Budget Administrator

- The "Notice of Supplemental Budget Hearing" was submitted to the News Review and will be published on Sunday, September 28th.
- The Student Fee Task Force met several times to review all of our current fees, how UCC compares to similar community colleges and discussed the possibility of combining fees.
- A summary of findings from the Student Fee Task Force was presented to the Board at the September Board Meeting.
- Working on gathering additional information to share with the Board as well as a recommendation regarding fees.
- Working with Finance to adjust grant budgets as grant award notifications are received.
- I am getting more requests for training in SS Banner to review budgets. These training opportunities are going well.

ASUCC Board Report

October 8, 2014

The summer was very active for the ASUCC Leadership Team! Where did the summer go?

- The five officers (Kristapher Yates, President; Ellis Poole, Vice President; Haley Stammen, Activities Officer; Michael Lewis, Business Manager and Kierstin Darby, Public Relations) started the summer off with a partnered success by TRiO/TOP in "Camp Millennium." Many children and teens had a fun-filled summer field day on campus.
- In Mid-July, ASUCC officers and our volunteers participated in the Annual UCC Foundation Open Golf Tournament in Myrtle Creek.
- By the end of July, many senators were interviewed and six were invited and added to the team.
- During the Oregon Musical Theatre Festival, officers, senators and our volunteers facilitated concessions and raised over \$1,000 for our proposed move & a TRiO/TOP fundraiser.
- On July 22nd, ASUCC began a rapid space swap with TRiO/TOP, a much needed change for both organizations.
- In mid-August, three officers and three senators attended Leadershape Institute, a 6-day leadership conference in Blue River, OR.
- ASUCC Executive Officers delivered a letter to the Board regarding campus climate and respect. We have since then met with President Joe Olson and spoken with Chair Vanessa Becker. We have been encouraged by their willingness to continue conversation as we move forward this year.
- ASUCC Executive Officers attended Accreditation training with Dean Ali Mageehon followed up by attendance to the Accreditation Committee. At least one officer will be on this committee during the academic year.
- In the beginning of September, all five executive officers attended an OCCSA Conference in Corbett, Oregon for a 3-day leadership experience with 15 other community colleges around the state.
- On September 21st, ASUCC sponsored the Portland Gay Men's Chorus at Jacoby Auditorium, which raised money for HIV Alliance of Douglas County. This was a stretch for the community, but overall was a success!!
- A total of eight senators were brought on by late September, each receiving an additional 12+ hours of training with Executive Officers. They have since been released to REPRESENT ASUCC!! (Josh Short, Megan Morehouse, Larry Clark, Aria Blackwood, Stephanie Harbison, Jessica Vogel, Brandon Faerriera and Garrett Sconce)
- ASUCC officers attended the welcoming of UCC Scholars at Danny Lang Center in late September. Many direct connections were made with recruitment opportunities for volunteers and potential future student leaders.

- ASUCC is encouraging students to register to vote with class raps and face-to-face contacts. As of September 26th, 158 students have been registered to vote; 382 remaining to reach our goal.
- ASUCC Business Manager is currently on the VPSS Committee and has been working diligently with the group in the interview process.
- ASUCC Activities Officer is currently on the Safety Committee and has brought some great recommendations to the group.
- ASUCC President, Vice-President and Activities Officer attended College Council Meeting throughout the summer and will continue to sit on this committee throughout the academic year.
- ASUCC Activities Officer has been working with the Harvest Festival Committee.
- ASUCC Activities Officer and Business Manager currently sit on the ATD Committee where they are analyzing data.
- ASUCC President and Vice-President have been part of the Student Fee Task Force that has been working diligently to derive a recommendation for the Board of Trustees regarding student fees. Open Forums are scheduled for September 30th, October 1st and 6th, to be held in the library to encourage student involvement and feedback. ASUCC will be present for student comments, questions and concerns.
- ASUCC President and Business Manger are of the eight core members of "Umpqua Unites Committee" with the "Got Respect Initiative." This committee will be holding focus groups to collect data to encourage an increasingly more respectful and inclusive campus community.
- On September 29th and 30th, ASUCC presents "Welcome Days" to initiate direct interaction with students on the first two days of school. Students will be informed of student services offered by ASUCC, encouraged to join clubs and interest groups, and asked to register to vote. Cookies for a Comment encouraged student feedback and engagement with the "Wheel of Swag" added energy and excitement to the mix. "Umpqua Unites" added a table alongside to promote connections with students for focus groups as well.
- Club Fair will be delivered by ASUCC Activities Committee during the week of October 15th. The Activities Committee is also planning breast cancer awareness and Halloween activities.
- ASUCC now has "Techno Tuesdays" and "Popcorn Wednesdays." Please come by for a quick dance and snack or just to see the new place.
- ALSO, ASUCC is looking for donations for a flea market in November to help raise money to send second year French students to France. All gently used items are appreciated— Please contact ASUCCActivities@umpqua.edu

Amongst all of these wonderful and exciting events and experiences, Marjan Coester, Director of Student Life still managed to keep us still long enough for nearly 50 hours of leadership training and team building. I don't know how she did it, but let's just say that she had an eventful summer as well.... Thank You Marjan, we couldn't have done it without you!! During our time together, we have determined our goals and objectives for the 2014-2015 academic year:

-ASUCC Student Leadership Team Mission-

The mission of the ASUCC Student Leadership Team shall be to provide representation of student interests, needs and well-being within Umpqua Community College through a model of governance which provides for student support and engagement.

The ASUCC Student Leadership Team supplements and complements formal education at Umpqua Community College; provides the opportunity for individual leadership development and group participation; initiates and coordinates student activities; and fosters cooperative relationship among the students, faculty, staff, administration and community.

-Guiding Principles/Core Values of 2014-2015-

**Making a difference *Respect *Courage *Humility
*Composure *Trust *Ethical*

-Goals & Objectives-

- **Create & Promote inclusive, safe spaces at UCC**
 - ✓ Develop a shared definition of what a safe space (looks, feels and sounds like) at UCC. *(by end of fall term)*
 - ✓ Implement events & activities with a clearly defined culturally competent focus. *(at least 1/mo.)*
 - ✓ Collaborate with faculty to incorporate meaningful cultural requirements into course expectations. *(5 by end of year)*
 - ✓ Increase co-curricular enrichment opportunities for students.
 - Educate faculty about funding resources for co-curricular opportunities.
- **Extend current ASUCC Student Services**
 - ✓ Extend access to Project CANS to Woolley Center. *(\$ amount by end of fall term)*
 - ✓ Create a fund for incidental student emergencies. *(by end of fall term)*
 - ✓ Expand gas card program to include bus passes. *(by end of fall term)*
 - ✓ Implement book loan program. *(by end of year)*

- **Increase student, staff, faculty & admin to turnout to ASUCC or campus events**
 - ✓ Conduct “class raps” to increase participation at events. *(at least 20/term)*
 - ✓ Increase use of RiverHawk mascot to promote activities on campus. *(5 appearances/term)*
 - ✓ Extend posting areas on campus to ensure advertising space on all buildings. *(end of fall term)*

- **Increase student registered voters**
 - ✓ Register 520 student voters. *(by 10/13/14)*
 - Class Raps
 - All Activities
 - Charles Young

- **Expand student participation within Student Leadership Organization**
 - ✓ Increase number of voting members in ASUCC Student Leadership Team *(by end of fall term)*
 - ✓ Increase number of volunteers in ASUCC *(continuous throughout year)*
 - Conduct purposeful outreach to UCC Scholars to engage them in ASUCC.
 - Collect interest/contact cards.

- **Collaborate with existing community and state organizations to create new opportunities**
 - ✓ Strengthen relationships with Job Corps.
 - ✓ Establish a relationship with recovery community.

During the extended time that was spent working with the eight senators, six additional core values were added:

***Accountability *Approachability *Open-mindedness *Family *Education *Fun**

Both the executive officers and senators had two core values in common:

***Respect & *Trust**

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item
 Action Item

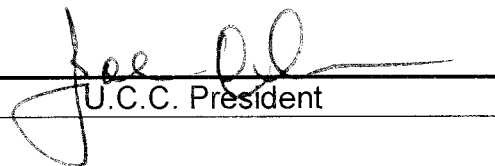
Subject: Student Success Update

Date: October 8, 2014

Staff will present a review of the 25 Steps to Student Success and identify which steps are in place at UCC.

Recommendation by:

Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item

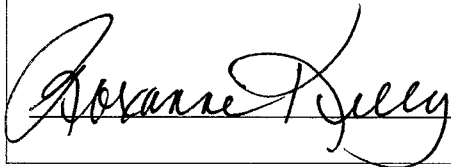
Action Item

Subject: Sabbatical Request

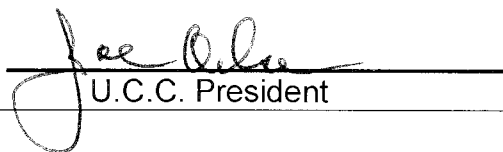
Date: Oct. 8, 2014

H. NiAodagain is requesting the second half of her sabbatical in Spring 2015. (Ms. NiAodagain's first half-sabbatical was Spring 2013). The release from half of her teaching duties will allow her to begin the writing of *Pilgrimage*, a set of inter-connected short stories which outlines the historical migration of people from the North African continent onto the Iberian peninsula, and then across W. Europe and over to the Americas. It will also allow the opportunity for continued marketing of her novel, with eventual publication as the goal.

Recommendation by:



Approved for Consideration:


 U.C.C. President

Umpqua Community College Faculty Sabbatical Leave Application

Name of Applicant: H. N. Adagari

I hereby apply for a sabbatical leave as provided in Board Policy 318.09 and Article XXII, Section C of the UCCFA Contract, Sabbatical Leave.

"Sabbatical leave has been developed to broaden the educational background of the faculty member and above all, increase his/her usefulness to the College."

I request a sabbatical for the following terms and year(s): Spring 2015

I have served, continuously, the equivalent of six or more full time academic years at UCC without being granted a sabbatical leave. Yes No Date of full time hire: Fall 2002

I have taken previous sabbaticals as follows (list term and year):

a 1/2 sabbatical Spring 2013

Signature of Applicant: H. N. Adagari

Date: 9/15/14

Signature of Chair/Supervisor: [Signature]

Date: 9/17/14

Signature of Dean/Director: [Signature]

Date: 9/18/14

Signature of FPD Chair: _____

Date: _____

Signature of Vice President: Baranne Kelly

Date: _____

Sabbatical Leave Plan

1. **What do you plan to accomplish with your sabbatical?** (criteria to be considered in the selection of a sabbatical leave candidate: admission to a recognized college, university, technical school or on-the-job training; personal study, research writing; travel to better the applicant in his/her own instruction field; other considerations that are determined to be relevant to the candidate's assignment or to met the instructional and College strategic priorities)

1. In Spring 2013, I was granted a part-time sabbatical, meaning release time from half of my teaching duties in to pursue the goals of eventual publication of my novel, *El Canto de Concepción*, and research in support of a second writing project, whose working title is *Pilgrimage*. I asked for a part-time sabbatical in order to continue teaching the two courses of French 103/203, as it would have been difficult to find a qualified French teacher, and I did not want to put the French program in jeopardy. Therefore, I am now asking to be granted the second half of my sabbatical for this Spring 2015, so that I can continue to work on the two writing projects listed above.

The release from half of my teaching duties in Spring 2015 would allow me to begin the writing of *Pilgrimage*, a set of inter-connected short stories which outlines the historical migration of people from the North African continent onto the Iberian peninsula, and then across W. Europe and over to the Americas. Based on the lives of women characters who are highlighted during a particular point in time, I will attempt to show the interrelatedness of all peoples throughout history and place.

It will also allow me to continue the marketing of my novel, with eventual publication as the goal.

2. **How do you anticipate that your sabbatical plan will make you a better instructor/employee? How will your sabbatical plan improve your teaching and student learning? How does your sabbatical plan help you meet your professional development plan goals?**

History, literature and culture are central components of a world language curriculum. All language students should be introduced to the cultures from which the target language emerges. My research into the migration of the "Moors" into the Iberian peninsula, and then, the secondary and tertiary migrations of those peoples' descendants into Europe will further my knowledge of these historical threads and cultural resonances that to this day inform both the Hispanic and European peoples and cultures.

As to the goal of eventual publication of my novel, I believe this serves as a role model to our students that literature is accessible, can be part of our contemporary lives, and that it serves as a vital tool in our understanding of ourselves as humans together on this planet.

This sabbatical plan meets my Faculty Development goal of ongoing enrichment and education, as pertains to the Hispanic language, history and culture; and secondly allows me to meet the goal of staying competitive in the current academic climate of "publish or perish." As a community college instructor with a significant teaching load, finding the time for writing and publishing is difficult, if not insurmountable at times.

3. **What activities will help you meet the anticipated accomplishments of your sabbatical plan?**

This sabbatical will offer me the opportunity to devote half of each work day to the writing of the short stories that will make up the structure of *Pilgrimage*. It will also allow me to do further research into the different migrations of the peoples throughout the Iberian Peninsula and into mainland Europe. As well, I would be able to continue to send out letters of query to publishers and agents, toward the eventual publication of the novel, *El Canto de Concepción*.

4. **What is your anticipated timetable for accomplishing the activities of your plan?**

Using the outline of *Pilgrimage*, (see enclosed) as a template, I would hope to write at least three of the stories included in the project. This is a very conservative estimate of what I hope to accomplish, but the writing of a story from first draft to finished product cannot be predicted in terms of length of time needed.

My goal would be to write for at least three hours per day, and to spend one hour per day on marketing the current novel.

5. **What documentation will you provide for your activities and the completion of your sabbatical plan when you write your sabbatical report?**

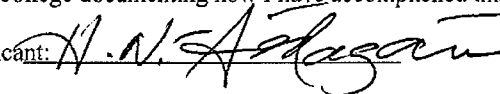
I will provide copies of the stories written to date for the project, *Pilgrimage*. Secondly, I will provide a written report detailing the steps taken toward publication of *El Canto de Concepción*, including copies of letters of inquiry, and correspondence from my contact list.

6. **Is there any additional information that you believe would be helpful for the readers to understand your proposal?**

Due to reduced demand for third-term language classes, the two sections of Spanish that I would normally teach will be absorbed by my colleague, Nicolas Tratz. There will be no added costs to the college.

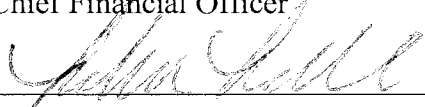

This sabbatical plan, which I will complete, will be of mutual benefit to the college and to me. I understand that any significant change must also be approved by the VPI. I further understand that I will submit a written report to the college documenting how I have accomplished this plan upon my return.

Signature of Applicant:



BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Informational Item
 Action Item

<p>Subject:</p> <p>Resolution #2: Adopting Supplemental Budget and Making Appropriations</p>	<p>Date: 10/08/14</p>
<p>Board approval is requested to adopt a Supplemental Budget for the Fiscal Year 2014-15. The Supplemental Budget authorizes expenditures for the new Health, Nursing and Science Building.</p>	
<p>Recommended by: Rebecca Redell, Chief Financial Officer</p> <p></p>	<p>Approved for Consideration:</p> <p> U.C.C. President</p>

UMPQUA COMMUNITY COLLEGE
Resolution No. 2 - FY 14-15
Adopting Supplemental Budget and Making Appropriations

WHEREAS, Umpqua Community College under and in accordance with State laws and provisions of ORS 294.471, which allows for a supplemental budget when a condition which had not been ascertained at the time of the preparation of the budget requires a change in financial planning, and;

WHEREAS, funding and debt service for the new Health, Nursing and Science building had not been previously budgeted.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby adopts the Supplemental Budget as follows:

CAPITAL PROJECTS FUND

	14-15 Budget	Adjustment	14-15 Budget Through Resolution 2
REVENUES:			
Beginning Fund Balance	\$ 486,600	\$ -	\$ 486,600
Interest Income	\$ 100	\$ 100,000	\$ 100,100
Intergovernmental/State Revenue	\$ -	\$ 8,500,000	\$ 8,500,000
Other Financing Sources	\$ 325,000	\$ 8,500,000	\$ 8,825,000
Transfers	\$ 200,000		\$ 200,000
TOTAL	<u>\$ 1,011,700</u>	<u>\$ 17,100,000</u>	<u>\$ 18,111,700</u>
EXPENDITURES:			
Facilities Acquisition / Constructi	\$ 1,011,600	\$ 17,100,000	\$ 18,111,600
Transfers Out	100		100
Debt Service			-
TOTAL	<u>\$ 1,011,700</u>	<u>\$ 17,100,000</u>	<u>\$ 18,111,700</u>

DEBT SERVICE FUND

	14-15 Budget	Adjustment	14-15 Budget Through Resolution 2
REVENUES:			
Beginning Fund Balance	\$2,304,387	\$ -	\$ 2,304,387
Full Faith & Credit Obligations	\$ 79,269	\$ -	\$ 79,269
Pension Bonds Payable	\$ 11,107	\$ -	\$ 11,107
Capital Contributions	\$ -	\$ 300,000	\$ 300,000
Other Financing Sources	\$ -	\$ 100,000	\$ 100,000
Transfers	\$1,243,196	\$ -	\$ 1,243,196
TOTAL	<u>\$ 3,637,959</u>	<u>\$ 400,000</u>	<u>\$ 4,037,959</u>
EXPENDITURES:			
Debt Service	\$ 1,245,221	\$ 162,000	\$ 1,407,221
Issuance Costs	-	\$ 100,000	\$ 100,000
Contingency	-	\$ 138,000	\$ 138,000
Unappropriated End Fund Balanc	2,392,738	\$ -	\$ 2,392,738
TOTAL	<u>\$ 3,637,959</u>	<u>\$ 400,000</u>	<u>\$ 4,037,959</u>

Clerk of the Board

Chairman of the Board

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Informational Item

Action Item

Subject:

Resolution #3, Legacy Fee

Date: 10/08/14

Request for the addition of an \$8.00 per credit Legacy Fee.

This fee will begin the Summer Term of 2015-2016 and will be used to fund new construction on campus and deferred maintenance on existing buildings. As approved UCC will not increase this fee for a minimum of 5 years.

Recommended by: Rebecca Redell,
 Chief Financial Officer



Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Informational Item

Action Item

Subject: Resolution #4, Full Faith and Credit
 Obligations

Date: 10/08/14

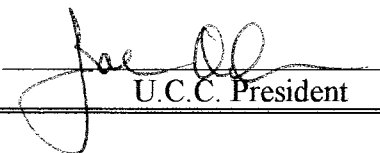
A resolution of Umpqua Community College District, Douglas County, Oregon authorizing the issuance and negotiated sale of Full Faith and Credit Obligations, Series 2014; designating an authorized representative; authorizing the execution and delivery of a financing agreement and escrow agreement; and related matters.

Recommended by: Rebecca Redell,



Chief Financial Officer

Approved for Consideration:



U.C.C. President

RESOLUTION NO. 4

A RESOLUTION OF UMPQUA COMMUNITY COLLEGE DISTRICT, DOUGLAS COUNTY, OREGON AUTHORIZING THE ISSUANCE AND NEGOTIATED SALE OF FULL FAITH AND CREDIT OBLIGATIONS, SERIES 2014; DESIGNATING AN AUTHORIZED REPRESENTATIVE; AUTHORIZING THE EXECUTION AND DELIVERY OF A FINANCING AGREEMENT AND ESCROW AGREEMENT; AND RELATED MATTERS.

WHEREAS, the Board of Trustees of Umpqua Community College District, Douglas County, Oregon (the "District"), is authorized pursuant to the Constitution and laws of the State of Oregon, specifically, Oregon Revised Statutes Section 271.390 to enter into financing agreements to finance real and personal property, as more fully described in Exhibit A, attached hereto, (the "Project"), and to pay the costs of issuance of full faith and credit obligations; and

WHEREAS, it is advantageous for the District to authorize and enter into a financing agreement (the "Financing Agreement") to finance the Project. In addition, the District will enter into an escrow agreement (the "Escrow Agreement") which will authorize the escrow agent to issue Full Faith and Credit Obligations, Series 2014 (the "Obligations") in an aggregate principal amount not to exceed \$8,600,000 which are payable from funds provided by the District under the Financing Agreement; and

WHEREAS, the District anticipates incurring expenditures (the "Expenditures") to finance the costs of the Project and wishes to declare its official intent to reimburse itself for any Expenditures the District may make from its own funds on the Project from the proceeds of the Obligations, the interest on which shall be excluded from gross income under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code");

NOW, THEREFORE, the Board of Trustees of Umpqua Community College District, Douglas County, Oregon, resolves as follows:

SECTION 1. AUTHORIZATION OF OBLIGATIONS.

The District authorizes the:

a. Issuance and Sale of Obligations. The District authorizes the issuance and negotiated sale of the Obligations of the District which shall be issued in an amount not to exceed \$8,600,000 by the escrow agent, for and on behalf of the District, to finance the Project.

b. Financing Agreement. The District authorizes the execution and delivery of a financing agreement (the "Financing Agreement") in a form satisfactory to the Authorized Representative, as defined herein.

The estimated weighted average life of the Financing Agreement will not exceed the dollar weighted average life of the projects being financed with the Financing Agreement, as required by ORS 271.390.

c. Escrow Agreement. The District authorizes the execution and delivery of an escrow agreement between the District and the escrow agent (the "Escrow Agreement"), in a form satisfactory to the Authorized Representative, pursuant to which the escrow agent shall execute the Obligations representing the principal amounts payable under the Financing

Agreement, and evidencing the right of the escrow agent to receive the District's financing payments under the Financing Agreement.

SECTION 2. FINANCING PAYMENTS.

The financing payments for the Obligations are payable from the general non-restricted revenues of the District and other funds which may be available for that purpose, including any taxes levied within the restrictions of Sections 11 and 11b, Article XI of the Constitution of the State of Oregon. The obligation of the District to make payments is a full faith and credit obligation of the District, and is not subject to appropriation. The registered Owners (as defined herein) of the Obligations do not have a lien or security interest on the property financed with the proceeds of the Obligations.

SECTION 3. DECLARING INTENT TO REIMBURSE EXPENDITURES.

The District hereby declares its official intent to reimburse itself with the proceeds of the Obligations for any of the Expenditures incurred by it prior to the issuance of the Obligations.

SECTION 4. DESIGNATION OF AUTHORIZED REPRESENTATIVE.

The District hereby authorizes the President, Board Chair, Director of Finance, Chief Financial Officer (the "Authorized Representative") to act on behalf of the District and determine the remaining terms of the Obligations as delegated in Section 5 below.

SECTION 5. DELEGATION OF FINAL TERMS AND SALE OF OBLIGATIONS AND ADDITIONAL DOCUMENTS.

The Authorized Representative is authorized, on behalf of the District, to:

- a. approve of and authorize the distribution of the preliminary and final Official Statements to prospective purchasers of the Obligations;
- b. negotiate and execute a purchase agreement with D.A. Davidson & Co.;
- c. establish the maturity and interest payment dates, dated date, principal amounts, optional and/or mandatory redemption provisions, interest rates, denominations, and all other terms under which the Obligations shall be issued, sold, executed, and delivered;
- d. appoint an escrow agent, registrar and paying agent for the Obligations;
- e. negotiate the terms and approve of the Financing Agreement and the Escrow Agreement as the Authorized Representative determines to be in the best interest of the District, and to execute and deliver the Financing Agreement and the Escrow Agreement;
- f. determine whether the Obligations shall be Book-Entry certificates and take such actions as are necessary to qualify the Obligations for the Book-Entry System of DTC, including the execution of a Blanket Issuer Letter of Representations as necessary;
- g. seek to obtain a rating on the Obligations, if determined by the Authorized Representative to be in the best interest of the District;

- h. apply for municipal bond insurance for the Obligations, if determined to be in the best interests of the District, and expend proceeds to pay any insurance premiums and to execute and deliver any required insurance agreement;
- i. approve, execute and deliver Continuing Disclosure Certificates pursuant to SEC Rule 15c2-12, as amended (17 CFR Part 240, § 240.15c2-12); Tax Certificates;
- j. designate the Financing Agreement as a “qualified tax-exempt obligation” pursuant to Section 265(b)(3) of the Code, if applicable;
- k. make any clarifying changes or additional covenants not inconsistent with this Resolution; and
- l. execute and deliver certificates specifying the action taken pursuant to this Resolution, and any other documents, agreements or certificates that the Authorized Representative determines are necessary and desirable to issue, sell and deliver the Obligations in accordance with this Resolution.

SECTION 6. MAINTENANCE OF TAX-EXEMPT STATUS.

The District hereby covenants for the benefit of the Owners of the Obligations to use the Obligation proceeds and the project financed with Obligation proceeds in the manner required, and to otherwise comply with all provisions of the Internal Revenue Code of 1986, as amended (the “Code”), which are required for the interest component of financing payments payable under the Financing Agreement to be excluded from gross income for federal income tax purposes, as provided in the Financing Agreement. The District makes the following specific covenants with respect to the Code:

- a. The District will not take any action or omit any action if it would cause the Financing Agreement or Obligations to become arbitrage bonds under Section 148 of the Code.
- b. The District shall operate the project financed with the Obligations so that the Obligations do not become “private activity bonds” within the meaning of Section 141 of the Code.
- c. The District shall comply with appropriate Code reporting requirements.
- d. The District shall pay, when due, all rebates and penalties with respect to the Obligations which are required by Section 148(f) of the Code.

The covenants contained in this Section 6 and any covenants in the closing documents for the Obligations shall constitute contracts with the Owners of the Obligations, and shall be enforceable by them. The Authorized Representative may enter into covenants on behalf of the District to protect the tax-exempt status of the Financing Agreement and the Obligations.

SECTION 7. APPOINTMENT OF UNDERWRITER AND SPECIAL COUNSEL.

The District appoints D.A. Davidson & Co. as the Underwriter of the Obligations and Hawkins Delafield & Wood LLP, as Special Counsel to the District for the issuance of the Obligations.

SECTION 8. RESOLUTION TO CONSTITUTE CONTRACT.

In consideration of the purchase and acceptance of any or all of the Obligations by those who shall own the same from time to time (the "Owners"), the provisions of this Resolution shall be part of the contract of the District with the Owners and shall be deemed to be and shall constitute a contract between the District and the Owners. The covenants, pledges, representations and warranties contained in this Resolution or in the closing documents executed in connection with the Obligations, including without limitation the District's covenants and pledges contained in Section 3 hereof, and the other covenants and agreements herein set forth to be performed by or on behalf of the District shall be contracts for the equal benefit, protection and security of the Owners, all of which shall be of equal rank without preference, priority or distinction of any of such Obligations over any other thereof, except as expressly provided in or pursuant to this Resolution.

ADOPTED by the Board of Trustees of the Umpqua Community College District, Douglas County, Oregon this 8th day of October, 2014.

**UMPQUA COMMUNITY COLLEGE DISTRICT
DOUGLAS COUNTY, OREGON**

By: _____
Vanessa Becker, Board Chair

ATTEST:

By: _____
Dr. Joe Olson, President

EXHIBIT A

The proceeds of the Financing Agreement shall be used to finance real and personal property including, but not limited to, the construction, equipping and furnishing of a Health, Nursing and Science Building and related site improvements and paying the costs of issuance.