

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 2015-16

- **President’s Search**
- **Equity and Cultural Competency**
- **Student Success**
- **Finance**
- **Capital Projects**

VOL. L, No. 12 BOARD OF TRUSTEES MEETING MARCH 9, 2016; 3:00 P.M., Board Room
Work Session following the regular meeting: Accreditation
Executive Session per ORS 192.660(2)(b) following the work session

REVISED AGENDA

MEMBERS:

Vanessa Becker, Chair _____
Betty Tamm, V. Chair _____
Bob Bell _____
Doris Lathrop _____

Joe Pospisil _____
Sharon Rice _____
Wendy Weikum _____

ADMINISTRATION:

Dr. Walter Nolte _____
Dr. Roxanne Kelly _____
Marjan Coester _____
Rebecca Redell _____

- I. CALL TO ORDER** **Chair Becker**
- II. ATTENDANCE** **Chair Becker**
- III. PLEDGE OF ALLEGIANCE** **Chair Becker**
- IV. CONSENT AGENDA** **Chair Becker** **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.

- V. CHANGES TO THE AGENDA** **Chair Becker**
- VI. FOCUS PRESENTATION: Sabbatical Presentation** **Amy Fair** **p 6**
- VII. ASUCC REPORT** **Anthony Terra**
- VIII. ACEUCC REPORT** **Judy Ode**
- IX. UCCFA REPORT** **Marie Gambill**
- X. PRESIDENT’S REPORT** **Dr. Nolte** **pp 7-12**
- XI. OCCA REP. REPORT** **Dir. Lathrop**
- XII. RECOVERY REPORT** **Chair Becker** **p 13**

XIII. OLD BUSINESS		
A. Cohort Default Rate Update	Michelle Bergmann	p 14
B. 2nd Reading Policy 740	Marjan Coester	pp 15-16
XIV. NEW BUSINESS		
A. Board Vacancy	Chair Becker	p 17
B. Student Success Team Update	April Hamlin	p 18
C. Accreditation Visit	Dr. Roxanne Kelly	p 19
D. Suspending AAS Health Informatics	Dr. Roxanne Kelly	p 20
E. Instructional Fee Adjustment Request	Dr. Roxanne Kelly	p 21
F. Resolution #7, Supplemental Budget	Rebecca Redell	pp 22-23
G. Resolution #8, Approval to Transfer Appropriation	Rebecca Redell	pp 24-25
H. Retirement Request	Lynn Johnson	pp 26-29
XV. BOARD COMMENTS	Chair Becker	
XVI. ADJOURNMENT	Chair Becker	

IMPORTANT DATES:

- Myrtle Creek-Tri City Citizen of Year Banquet, March 5, 6:00 pm, Myrtle Creek Elks Lodge
- Pre-Budget Committee Meeting, Monday, March 28, 5:30 pm, Lang Center
- Northwest Commission on Colleges and Universities Accreditation Visit; March 30, 31, & April 1

NEXT BOARD MEETING: Wednesday, April 13, 2016, 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: March 9, 2016
<p>Recommendation:</p> <p>Recommend approval of:</p> <p>Minutes of College Board Meeting of Feb. 10, 2016 pp 1-3</p> <p>Personnel Actions pp 4-5</p>	
<p>Recommendation by:</p> <p><i>Rhynne Wilgus</i></p>	<p>Approved for Consideration:</p> <p><i>[Signature]</i></p> <p>U.C.C. President</p>

**UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
February 10, 2016**

The Umpqua Community College Board of Trustees met on Wednesday, February 10, 2016, in the Board Room of the Welcome Center at Umpqua Community College in Roseburg, Oregon. Board Chair Becker called the meeting to order at 3:00 pm and the pledge of allegiance was given.

Directors present: Vanessa Becker, Bob Bell, Doris Lathrop, Joe Pospisil, Sharon Rice, Betty Tamm, and Wendy Weikum

Others present:

Walter Nolte	Mandie Pritchard	Jesse Morrow	Anne Marie Levis
Robynne Wilgus	Vera Westbrook	Anthony Terra	Michelle Bergmann
Roxanne Kelly	Joshua Friedlein	Marie Gambill	Marjan Coester
Rebecca Redell	Debi Gresham	Donna McGeehon	Lee Salter
Beth Hogeland	Cathy Chapman	Katie Workman	
Jason Aase	Carol McGeehon	Natalya Brown	

Consent Agenda

- A. Minutes of College Board meeting, Jan. 7, 2016
- B. Minutes of College Board meeting, Jan. 13, 2016
- C. Personnel Actions

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

There were no changes to the agenda.

Focus Presentation

Marjan Coester, Director of Student Life, provided an update on the UCC Scholars Program. She presented information on which schools they were from, cohort sizes, hours of community service, and GPA's. Applications for the 2016-17 scholars will close on Feb. 12. Student success measures and other changes have been instituted to the program since its first year. Data will be used to determine if the right measures have been implemented.

ASUCC Report

Anthony Terra, ASUCC President, shared the progress ASUCC is making towards restructuring. Seven ASUCC members went to the Northwest Student Leadership Conference. Recent activities were reviewed.

ACEUCC Report - there was no report

UCCFA Report

Marie Gambill, UCCFA President, thanked Dr. Nolte for his open communication at the recent faculty forum. Faculty are very concerned about the budget and want to help in any way possible.

President's Report

Faculty have expressed interest in having Kiki Leyba invited back to campus. Dr. Nolte will meet with Roseburg Chamber of Commerce's Project Leadership on Thursday. Last week he met with the Whipple Foundation. Fire drills took place last week. The economic impact study was reviewed with OCCA and OPC. Dr. Nolte testified in Salem earlier in the day before a Ways and Means Education subcommittee. Susan Taylor and Joshua Friedlein also spoke to the committee; Anne Marie Levis joined them in attendance. Chair Becker thanked each of them for representing UCC. Dr. Nolte explained future hearings are expected prior to a decision on UCC's request and also the proposals from OCCA and HECC.

OCCA Report

Dir. Lathrop attended the OCCA meeting on January 28. A survey was sent to OCCA constituents and will be resent in hopes of gaining a better response. Legislative bills were reviewed; Dir. Lathrop is available to discuss these further. Three top legislative priorities were decided upon: 1. UCC funding request for Snyder Hall; 2. HB 4076, a trauma bill that will have amendments for each community college; and 3. Support for increasing Oregon's minimum wage. OCCA wants to make sure all trustees understand what the organization can do for them; a handout was provided. Dir. Lathrop participates in a conference call each Monday to have updates on the legislative session. The revenue forecast is expected to be released. On the national level, there are two new proposals by the Department of Education to be watching: expansion of the Pell Grant and year-round disbursement for FTE.

Recovery Report

Chair Becker said the Commencement Committee had their first meeting during the previous week. It is desired to have the program be a balance of recognizing the loss that was experienced and yet not being a memorial. They have begun talking about Commencement speakers and who else needs to be at the table. Requests are expected to be brought forward to the next Board meeting.

Dir. Rice had a meeting with the Honorary Degrees Committee. They want to be sure and connect with the Commencement Committee. Dir. Bell will connect with Robynne Wilgus for getting started with the Welcome Back committee.

At ACCT's 2016 Legislative Summit a panel discussed campus safety; participants were Chair Becker, Mary Spilde, Andrea Henderson, Andre LeDuc, and the Department of Education. There was a lot of interest in the discussion. ACCT may hold a special session in Oregon during early June for further discussion on the topic.

Dir. Weikum reported that UCC Strong is now in phase three of funding distribution. CHART is establishing a leadership council.

OLD BUSINESS – There was none

NEW BUSINESS

The 2016-2017 Academic Calendar was presented to the Board for acceptance by Dr. Roxanne Kelly, Vice President of Instruction. She indicated it has been reviewed by the associations and councils. There will be a day of Inservice and planning in the winter. Dr. Kelly will connect with school district superintendents regarding the calendar.

Motion: **I move for approval of the 2016-2017 Academic Calendar, as presented. Motion by Dir. Tamm seconded by Dir. Bell and carried unanimously.**

Interim Vice President Beth Hogeland introduced ASUCC Vice President Joshua Friedlein. Mr. Friedlein then presented a Student Voter policy for a first reading by the Board. The accompanying Student Voter Administrative Procedure provides a description of how access is provided.

Motion: **I move for approval of the first reading of the Student Voter policy, as presented. Motion by Dir. Pospisil seconded by Dir. Lathrop and carried unanimously.**

Rebecca Redell, Vice President-CFO, presented the 2016-2017 Budget Calendar to the Board as an informational item which will allow for flexibility. She explained the timeline has been compressed for the year.

Mandie Pritchard presented an early retirement request from Dale Champion, Associate Professor of Science, who is requesting to retire from UCC at the end of Spring Term 2016. His PERS retirement date will be July 1, 2016. Mr. Champion is requesting Board approval for early retirement benefits in accordance with the Faculty Collective Bargaining Agreement, Article XIX, Section F. He has been a full-time educator at UCC for 18 years. Dir. Bell said Dale Champion has been an effective part of UCC for many years and will be missed.

Motion: **I move for approval of early retirement for Dale Champion, as presented. Motion by Dir. Weikum seconded by Dir. Lathrop and carried unanimously.**

Board Comments

- Dir. Rice thanked everyone for the cards and plant in regards to the recent passing of her daughter.
- If anyone is interested in serving on the October 1 Committee please contact Dir. Lathrop.
- Dir. Bell also invited interested persons to serve on the Welcome Back Committee.
- Dir. Weikum had the opportunity to review the UCC recognition at a recent Blazer game and said people were very pleased with it.

The meeting adjourned at 3:42 p.m.

Respectfully submitted,

Approved,

Walter H. Nolte, Ph.D.
 Clerk of the Board

Vanessa Becker
 Chair of the Board

Recorded by Robynne Wilgus

Attachments to Permanent Minutes:
 2016-17 Academic Calendar



Serving Douglas County Since 1964

TO: UCC Board of Directors
FROM: Lynn Johnson, Director of Human Resources
SUBJECT: Personnel Actions
DATE: March 9, 2016

Board approval is requested on the following personnel action:

Administrative/Confidential-Exempt Contracts:

Mandie Pritchard, Director of Campus Mental Health and Wellness, -
2/11/2016
Marjan Coester, Interim Vice President of Student Services, 02/29/2016

Faculty Contract:

None

Separations:

Joan Campbell, Director of eLearning, 04/01/2016

February 8th, 2016

Carol McGeehon
Library Director
Umpqua Community College
1140 Umpqua College Road
Roseburg, OR 97470

Dear Carol,

Please accept this as my letter of resignation from my position as eLearning Director at Umpqua Community College. I have learned a great deal here at UCC and am thankful for the many opportunities I've been afforded. I will greatly miss my UCC family.

My last day at UCC will be April 1, 2016. My family will be moving to the Rogue Valley following my husband's new post in Medford.

Sincerely,


Joan Campbell

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

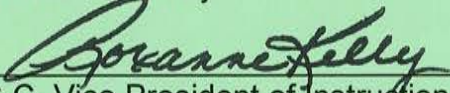
Information Item
 Action Item

Subject: Sabbatical Presentation

Date: March 9, 2016

Amy Fair will present on her Sabbatical leave taken last year.

Recommendation by:


U.C.C. Vice President of Instruction

Approved for Consideration:

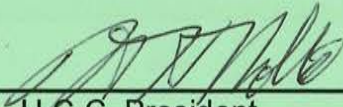

U.C.C. President

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

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Subject: Reports	Date: March 9, 2016
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ASUCC Report	Anthony Terra
ACEUCC Report	Judy Ode
UCCFA Report	Marie Gambill
President's Report	Dr. Walter Nolte
OCCA Board Report	Dir. Doris Lathrop

Recommendation by: _____	Approved for Consideration:  _____ U.C.C. President
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Instructional Board Report
March 9, 2016

Vice President for Instruction – Dr. Roxanne Kelly

The term continues to progress well. In addition, the instructional division has been working on a variety of projects.

- The forestry programs continue to evolve. There are four new AS programs being introduced through the engineering department. The Forestry Advisory task force that began in June is extremely excited about the project.
- In collaboration with student services staff, we are considering new means of placing students in math, reading and English classes. The current assessment (Compass) will be phased out by November of 2016 and we anticipate piloting a new approach in the summer term.
- UCC hosted the annual Explore Engineering, Surveying, Forestry, Computing, and Computer Science night, over 400 people attended.
- The dental assisting program recently underwent an accreditation visit by the Commission on Dental Accreditation (CODA.) Although we have not received official notification as yet, the reviewers have indicated we will be approved with some follow up required.
- Please remember the Northwest Commission on Colleges and Universities (NWCCU) will be visiting March 30, 31 and April 1 for our year seven evaluation.

Umpqua Community College
Vice President for Student Services
March 2016

Student Services- Marjan Coester, Interim Vice President of Student Services:

I am humbled to have been given the opportunity to serve the students and college as the Interim Vice President of Student Services. As I transition into this position I wanted to share a little bit about myself.

I have twenty five years of professional experience in the field of Student Life in the community college environment; four years of para-professional experience in Student Services. Of my twenty five years, the last ten and half have been with Umpqua Community College.

My personal and professional strengths include integrity, honesty, fairness and a high level of competence. I have a well-developed leadership philosophy that is articulated both verbally and through consistent action. I recognize myself as a role model and exhibit the utmost professionalism. I believe in empowering people to work in an environment where creativity and risk taking is commonplace and people are recognized for their diverse gifts and abilities. I also believe in fostering open communication and shared decision-making. I make a concerted effort to work across student services and across campus; I am a strong advocate of collaborative relationships and enjoy every opportunity to develop and support broad-based partnerships. I encourage the exploration of opportunities for personal and professional growth and development. I am highly invested in students and my colleagues and will strive to provide a balance of guidance and autonomy to inspire high standards and personal accountability.

I consider it an honor and privilege to work in service to students. I believe my actions show that I value the commitment individuals have to the work we do for and with students and desire to serve as a reminder of the influence and impact we have in the lives of students.

Administrative Services
March 2016 Board Report

Rebecca Redell, Vice President/CFO

The Internal Budget committee continues to meet bi-weekly. Budget training was conducted to 38 Department heads and Administration, and is currently working with individuals on their worksheets. Appointments are being scheduled with staff members that may need additional information or assistance. The supplemental budget is ready for the adoption and appropriation of funds.

The next accomplishment achieved was the submittal of the 2014-15 Revenue and Expense fiscal report to the State of Oregon. Pauly, Rogers and Co. conducted the interim external audit report in mid-February; and will be back in March/April to finalize the financial aid audit. The Finance office is now preparing to conduct and complete the IPEDS report.

IT & IR have been providing data for many departments, including, Pathways to Retail Careers initiatives, grant proposals, enrollment and retention analysis, and October 1st data. Institutional Research has just finished updating the Accreditation core theme indicators.

The Sweethearts Dinner and SOWI Wine pairing event was a great success, with many compliments about the food and wine pairing choices. This is just one example of increasing partnerships between campus entities and food services/catering. There are plans in the works for opening night pre-show appetizers at the Sylvia Spring play. Other venues will also have the opportunity for “dinner and a show” events.

VERBA will be implemented on March 1, 2016. This is the tool that will allow students to compare prices for textbooks and update our inventory automatically, streamlining these time consuming processes. It will also make the textbook & course material adoptions much smoother for Faculty, as well as offer them other possible options for their courses. The initial projected timeline for completion was several weeks before Fall Term 2016 began; but were able to work with the vendor to have it implemented before Spring Break.

Campus Mental Health Recovery & Wellness Board Report

Mandie Pritchard, Director

March 2016

Behavioral Intervention Team: The Umpqua Community College Behavioral Intervention Team is an internal group dedicated to the prevention and early intervention of situations involving college community members who may be struggling with non-academic issues, in distress, depicting problematic or concerning behaviors. A CARE group will be established to provide additional support and services for individuals. To inquire about how to become a CARE member, please contact Mandie Pritchard at 541-440-4609.

Applied Suicide Intervention Training: UCC partnered with ADAPT and the Cow Creek Band of Indians in providing the Applied Suicide Intervention Training to members of our Douglas County community. Approximately 29 individuals attended the 2-day training on February 18th and 19th. ASIST was a follow-up to the 2-hour December training on QPR for Suicide Prevention.

Mental Health First Aid Training: UCC will be hosting Mental Health First Aid Training for UCC staff and faculty on Thursday, March 10th from 8:00 am – 4:30 pm. Mental Health First Aid is a public education program that introduces participants to risk factors and warning signs of mental illnesses, builds understanding of their impact, and overviews common supports. Additional training dates will be announced for April and May.

The Road Home - Navigating Trauma and the Aftermath: Kiki Leyba from Columbine High School will be returning to UCC on March 17 & 18. He will be meeting with students, staff and faculty at various times. Please continue to watch your email for Kiki's UCC schedule and an opportunity to hear him speak.

UCC Foundation Board Report

March 2016

Recovery funding

- ▢ I have been assisting Dr. Nolte and OCCA to request funding from the Oregon Legislature for recovery. As of 2/26, the Joint Ways and Means Committee approved the full \$4,250,000 for renovation of Snyder Hall from the state general fund, plus an additional \$1,800,000 for other safety and security related personnel and items for the remainder of the 2015-2017 biennium.
- ▢ The U.S. Department of Education Project SERV grant is prepared for the next (and hopefully final) draft submission for other recovery-related items to restore the learning environment.
- ▢ The Juan Young Trust supported the full amount for replacement of classroom door locks, which are scheduled to be replaced in early March.
- ▢ Ellen has been serving on the UCC Strong committee, which has entered Phase 3 of its allocation to victim relief.

▢ Scholarships

- The UCC Foundation is receiving scholarship applications until March 11th.

- UCC Foundation Transition

- As the new executive director, I am working on transitioning from the grants position while mobilizing Foundation committees and meeting individually with all 37 board members.
- We have a new part-time grant-funded administrative assistant, Laurie Jones. She has been a tremendous asset - we don't know how we functioned without her!

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

X Information Item
 Action Item

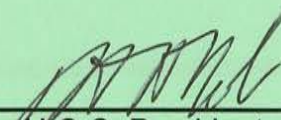
Subject: Recovery Report

Date: March 9, 2016

Information will be provided regarding UCC's recovery efforts.

Recommendation by:

Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

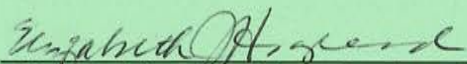
Information Item
 Action Item

Subject: Cohort Default Rate

Date: March 9, 2016

Michelle Bergmann, Director of Financial Aid will be sharing the current status of Umpqua Community College's Cohort Default Rate.

Recommendation by:



U.C.C. Vice President Student Services

Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

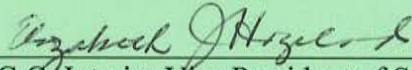
Information Item
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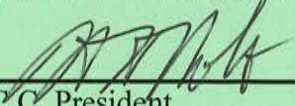
Subject:
 2nd Reading Proposed Policy

Date: March 9, 2016

The following policy is coming to the Board for a second reading:

Pol. #	Title
740	Student Voter Policy

Recommendation by:

 U.C.C. Interim Vice President of Student Services

Approved for Consideration:

 U.C.C. President



BOARD POLICY

BOARD POLICY SERIES NUMBER: 740

TITLE: STUDENT VOTER POLICY

The Associated Students of Umpqua Community College (ASUCC), combined with the Administrative Staff of Umpqua Community College (UCC) will ensure that all students have access to the information and documents needed to register to vote, make informed choices based on non-partisan information about the candidates and ballot measures, and complete and submit their respective ballots, in compliance with Oregon State Senate Bill 951 (2007). This shall be considered official UCC policy and adhered to as such during academic terms in which federal, statewide, or local elections take place.

DATE OF ADOPTION:
DATE(S) OF REVISION(S):
DATE OF LAST REVIEW:

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item

Action Item

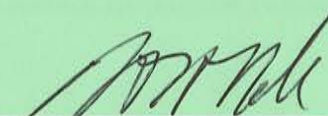
Subject: Board Vacancy

Date: March 9, 2016

The Board of Trustees will accept a Board member resignation and outline the process for filling the vacancy.

Recommendation by:

Approved for Consideration:



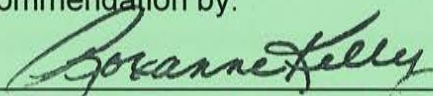

U.C.C. President

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item
 Action Item

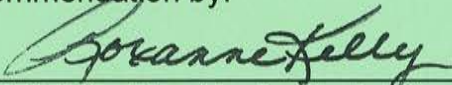
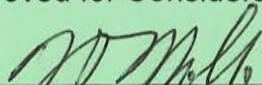
Subject: Student Success (ATD) Team Update	Date: March 9, 2016
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April Hamlin will share an ATD Student Success team update.

Recommendation by:  _____ U.C.C. Vice President of Instruction	Approved for Consideration:  _____ U.C.C. President
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BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item
 Action Item

Subject: Accreditation Visit	Date: March 9, 2016
<p>Update on the upcoming year seven Accreditation visit that will take place March 30th-April 1st.</p>	
Recommendation by:  U.C.C. Vice President of Instruction	Approved for Consideration:  U.C.C. President

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item

Action Item

Subject: Suspending AAS Health Informatics
 (HI)

Date:
 March 9, 2016

The Dean of CTE with advisement from Associate Professor John Blackwood request suspending the AAS- Health Informatics Degree effective Fall 2016.

Rationale: This decision is based on a few current events and the HI job market in Oregon. When the HI degree was created in 2010-2011, Mercy Medical Center (MMC) maintained an IT staff in Roseburg, which managed its IT and electronic medical record system. However, MMC outsourced its IT functions out of state and no longer maintains an IT department.

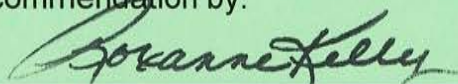
UCC has learned that Lane Community College, with whom we have an articulation agreement for four of our required courses, will no longer be offering these courses after this school year concludes. Our enrollment is too low to offer these courses on our campus.

Additionally, even in metropolitan areas of the state colleges are having difficulty finding adequate employment for program graduates, even though they reside in the state's largest area of employment for HI.

Support for Students: UCC negotiated a new transfer degree with Oregon Tech in 2015, the AS – Health Informatics option, which we intend to renegotiate annually. Students possessing the 4-year degree stand a much better chance at obtaining gainful employment at graduation and have the option to continue their education at OHSU.

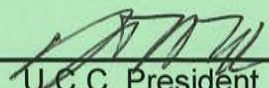
Information above provided by John Blackwood January 15,2016

Recommendation by:



U.C.C. Vice President of Instruction

Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item
 Action Item

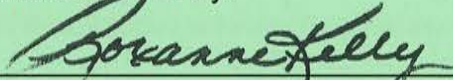
Subject: Instructional Fee Adjustment Request

Date: March 9, 2016

Dr. Roxanne Kelly will be presenting the following fee changes for the Board approval.

1. BOT 204: Currently \$675 proposed to decrease to \$299.
 - The format of the class field trip has changed, requiring a much lower fee.
2. NR 141: Tree and Shrub Identification \$325.
 - This will cover an extensive field trip, very similar to BOT204.
3. Fitness Center (PE 185FA, 185FB, 185FS, both credit and non-credit):
 - Currently \$25 proposed to increase to \$35. This will allow sufficient funds for the necessary replacement of exercise equipment.
4. G180 Regional Field Geology:
 - Range from \$125 to \$900 depending on location. This is calculated using Bend, Oregon on the low end, Zion/Bryce Canyon National Park on the high end. The range will allow us to run field trips to a number of locations with the fee being calculated based on location.
5. Increase of \$300 per student for the final practicum course (NRS 224). Fees cover the HESI Live Three-Day Review for increased first time NCLEX success (pass rates).
 - Adding the \$300 fee per student will ensure that every student is able to take the "HESI Live Three-Day Review" course which prepares the student for their boards.

Recommendation by:



U.C.C. Vice President of Instruction

Approved for Consideration:



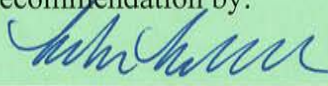
U.C.C. President

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item
 Action Item

Subject: Resolution #7, Supplemental Budget Date: March 9, 2016

Board approval is requested to Adopt and Appropriate funds for the Supplemental Budget ending on 6/30/2016

Recommendation by:


U.C.C. Vice President/Chief Financial Officer

Approved for Consideration:


U.C.C. President

UMPQUA COMMUNITY COLLEGE
Resolution No.7 - FY 15-16
Adopting Supplemental Budget and Making Appropriations

WHEREAS, Umpqua Community College under and in accordance with State laws and provisions of ORS 294.471, and; changes in funds received made available in the amount of \$421,593 which could not have been reasonably been foreseen, and

WHEREAS, the provisions of ORS 294.471 allow 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.

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

	General Fund		
	15-16 Budget Through Resolution 6	Adjustment	15-16 Budget Through Resolution 7
REVENUES:	\$ 23,668,608	\$ 421,593	\$ 24,090,201
EXPENDITURES:			
Instruction	\$ 8,662,857	\$ (15,708)	\$ 8,647,149
Instruction Support	1,700,991	\$ (13,618)	1,687,373
Student Services	1,784,009	\$ 102,503	1,886,512
College Support Services	4,569,502	\$ 285,910	4,855,412
Financial Aid	1,000,000		1,000,000
Plant Operations	2,214,140	\$ 31,277	2,245,417
Transfers	1,983,878		1,983,878
Operating Contingency & Reserve	1,753,230	\$ 31,229	1,784,459
TOTAL	<u>\$ 23,668,608</u>	<u>\$ 421,593</u>	<u>\$ 24,090,201</u>

Clerk of the Board


Chairman of the Board

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

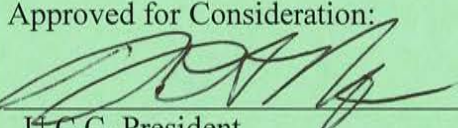
Information Item
 Action Item

Subject: Resolution #8, Approval to Transfer Appropriation Date: March 9, 2016

This is a resolution to transfer appropriations in the Special Revenue Fund between Student Services and Instructional Support.

Recommendation by:


U.C.C. Vice President/Chief Financial Officer

Approved for Consideration:


U.C.C. President

UMPQUA COMMUNITY COLLEGE
Resolution No. 8 - FY 15-16
Adopting Supplemental Budget and Making Appropriations

WHEREAS, Establish budget for Oregon Community College Library for FY2016 in the amount of \$165,000, and;

WHEREAS, the provisions of ORS 294.463 (1) allows for the transfer from one existing appropriation category to another;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees at Umpqua Community College hereby adopts this resolution to transfer appropriations from Student Services to Instructional Support in the amount of \$45,000.

Special Revenue Fund - Instructional Support - Grants and Contracts

	15-16 Budget Through Resolution 7	Adjustment	15-16 Budget Through Resolution 8
EXPENDITURES:			
Instruction	\$ 907,497		\$ 907,497
Instruction Support	819,056	45,000	\$ 864,056
Student Services	3,021,519	(45,000)	\$ 2,976,519
College Support Services	318,640		\$ 318,640
TOTAL	<u>\$ 5,066,712</u>	<u>\$ -</u>	<u>\$ 5,066,712</u>

Clerk of the Board

Chairman of the Board

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Informational Item
 Action Item

Subject: Retirement Request

Date: March 9, 2016

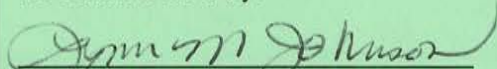
Recommendation:

Board approval is requested for the following staff for retirement:

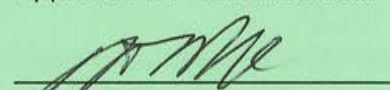
Cheryl Yoder, Athletic Director, is requesting to retire from PERS on August 31, 2016, and continue working on a part-time basis as allowed by PERS regulations for an additional year. As per UCC Board Policy 302.10, the Vice President for the area must give permission for a PERS retiree to continue employment with the College. This approval was granted on February 12, 2016. Cheryl joined the Umpqua Community College family on September 1, 1986, and has played an integral role in the development and growth of the UCC Athletic Department.

Richard Mudrow, Groundskeeper, is requesting retirement effective June 30, 2016, with nearly 31 years of service to the College. Richard takes pride in making sure UCC grounds are beautifully manicured and picture perfect at all times. Richard began his career at UCC on October 10, 1985.

Recommended by:


 Director of Human Resources

Approved for Consideration:


 UCC President

RECEIVED

FEB 10 2016

Umpqua Community College
Human Resources

2/10/16

Dear UCC Board of Directors:

I am requesting to retire from PERS at the end of August, 2016, and to continue employment as needed (under PERS regulations). I ask that this request to continue employment be approved by the Vice President of Instruction and the Director of Human Resources as per Board Policy 302.10. Contingent upon this approval, I submit to the Board my request for early retirement as of August, 2016, under the faculty collective bargaining agreement, Article XIX, section F. I would like to possibly come back to teach Part Time in the near future.

It has been my utmost JOY to work for Umpqua Community College for the last 30 years. In my span of those 30 years, I have had the pleasure of wearing many hats: Summer Recreation Director, Wellness Director, Volleyball Coach, Full Time Health and PE Instructor, starting the Outdoor Recreation program, running the Aviation program for 3 years, starting the Fitness Technology Degree and Fitness Center programs, and lastly serving as the Athletic Director. How did I do it all, you may ask? With pleasure and the challenge to keep this college thriving and well.

It is time to move on to the next phase of my life, and I look forward to retiring and doing just that.

Please accept my request.

Sincerely,

Cheryl Yoder

Cc: Pres
VPI
Dean
HR



Serving Douglas County Since 1964

February 12, 2016

To: Cheryl Yoder, Professor of HHP/Outdoor Rec, and Department Chair

From: Dr. Roxanne Kelly, Vice President of Instruction

A handwritten signature in cursive script, appearing to read "Roxanne Kelly", is written over the printed name.

Re: Retirement and subsequent employment

It is with mixed emotions that we accept your letter of retirement from the college. You have served the college well over the past 30 years and your service is greatly appreciated.

As your letter indicates, you are requesting to retire from PERS at the end of August, 2016, and continue working on a part time basis as allowed by PERS regulations for an additional year. According to UCC Board Policy 302.10, the vice president for the area must give permission for a PERS retiree to continue employment with the college. Please consider this my approval for your request.

As always, I wish you well in all future endeavors and sincerely thank you for all you have done, and will continue to do, for Umpqua Community College.

Cc: Lynn Johnson, Walter Nolte, Jason Aase

February 29, 2016

Dear President Nolte and Umpqua Community College Board of Trustees,

I respectfully submit this letter requesting Board approval for early retirement. It has been a pleasure working for Umpqua Community College. I would like to be considered for retirement according to Article 15 Section F of the Collecting Bargaining Agreement and consider my last day at UCC to be June 30, 2016.

Thank you for this consideration,

A handwritten signature in black ink that reads "Richard Mudrow". The signature is written in a cursive, slightly slanted style.

Richard Mudrow