

# 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 2016-17

- Develop a dashboard that will aid the Board in policy decisions; include data on student success, fiscal trends, and other relevant high level data points that will be reviewed at least quarterly.
- Support President and staff efforts with accreditation, strategic planning, governance changes, and policy development.
- Support continued recovery efforts.
- Map current student success efforts and gaps; work toward integrating efforts and tracking progress toward increased student success.
- Develop a more comprehensive Board orientation and training plan, based on past efforts and anticipated future Board needs.

**VOL. LI, No. 7 BOARD OF TRUSTEES MEETING DEC. 14, 2016; 3:00 P.M., Board Room  
Work Session: Facilities Update and Budget Forum Overview; 2:00 P.M.**

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### A G E N D A

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#### MEMBERS:

Vanessa Becker, Chair \_\_\_\_\_  
Bob Bell, V. Chair \_\_\_\_\_  
Doris Lathrop \_\_\_\_\_  
Sharon Rice \_\_\_\_\_

Chris Rusch \_\_\_\_\_  
Betty Tamm \_\_\_\_\_  
Wendy Weikum \_\_\_\_\_

#### ADMINISTRATION:

Dr. Debra Thatcher \_\_\_\_\_  
Jason Aase \_\_\_\_\_  
David Farrington \_\_\_\_\_  
Rebecca Redell \_\_\_\_\_

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|-------------|-----------------------------|---------------------|---------------|
| <b>I.</b>   | <b>CALL TO ORDER</b>        | <b>Chair Becker</b> |               |
| <b>II.</b>  | <b>ATTENDANCE</b>           | <b>Chair Becker</b> |               |
| <b>III.</b> | <b>PLEDGE OF ALLEGIANCE</b> | <b>Chair Becker</b> |               |
| <b>IV.</b>  | <b>CONSENT AGENDA</b>       | <b>Chair Becker</b> | <b>pp 1-6</b> |

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.

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|------------|------------------------------|---------------------|--|
| <b>V.</b>  | <b>CHANGES TO THE AGENDA</b> | <b>Chair Becker</b> |  |
| <b>VI.</b> | <b>CITIZEN COMMENTS</b>      |                     |  |

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

<b>VII.</b>	<b>INTRODUCTION AND FOCUS PRESENTATION</b>		
	<b>A. Introduction: UCC Women’s Basketball Team</b>	<b>Coach Stricklin</b>	
	<b>B. Presentation: Auditor’s Report</b>	<b>Rebecca Redell</b>	<b>p 7</b>
	<b>C. Presentation: Achieving the Dream and Guided Pathways</b>	<b>Dr. Thatcher</b>	<b>p 8</b>
<b>VIII.</b>	<b>REPORTS</b>		<b>pp 9-21</b>
	<b>A. ASUCC Report</b>	<b>Ali Lape</b>	
	<b>B. ACEUCC Report</b>	<b>Katie Workman</b>	
	<b>C. UCCPTFA Report</b>	<b>Jeri Frank</b>	
	<b>D. UCCFA Report</b>	<b>John Blackwood</b>	
	<b>E. President’s Report</b>	<b>Dr. Thatcher</b>	
	<b>F. OCCA Representative Report</b>	<b>Dir. Lathrop</b>	
	<b>G. Recovery Report</b>	<b>Chair Becker</b>	
<b>IX.</b>	<b>OLD BUSINESS</b>		
<b>X.</b>	<b>NEW BUSINESS</b>		
	<b>A. 1<sup>st</sup> Reading of Revised Policies</b>	<b>David Farrington</b>	<b>pp 22-25</b>
	<b>B. Administrative Procedures</b>	<b>David Farrington</b>	<b>pp 26-30</b>
	<b>C. Res. No. 11, Approval to Spend Funds</b>	<b>Rebecca Redell</b>	<b>pp 31-32</b>
	<b>D. Res. No. 12, Approval to Spend Funds and Transfer Appropriations</b>	<b>Rebecca Redell</b>	<b>pp 33-34</b>
	<b>E. Res. No. 13, Approval to Spend Funds</b>	<b>Rebecca Redell</b>	<b>pp 35-36</b>
	<b>F. Res. No. 14, Approval to Spend Funds</b>	<b>Rebecca Redell</b>	<b>pp 37-38</b>
<b>XI.</b>	<b>BOARD COMMENTS</b>	<b>Chair Becker</b>	
<b>XII.</b>	<b>ADJOURNMENT</b>	<b>Chair Becker</b>	

**NEXT BOARD MEETING:**

- Board Meeting, January 11, 2017, 3:00 pm, Board Room

**IMPORTANT DATES:**

- UCC will be closed for the Winter Holiday from Dec. 24 – Jan. 2

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

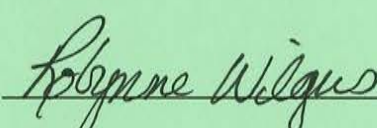

Action Item

Subject: Consent Agenda	Date: December 14, 2016
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Recommend approval of:

Minutes of College Board Meeting of Nov. 9, 2016 pp 1-4

Personnel Actions p 5-6

<p>Recommendation by:</p> <p></p>	<p>Approved for Consideration:</p> <p> U.C.C. President</p>
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**UMPQUA COMMUNITY COLLEGE  
BOARD MINUTES  
November 9, 2016**

The Umpqua Community College Board of Trustees met on Wednesday, November 9, 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, Sharon Rice, Chris Rusch, Betty Tamm, and Wendy Weikum

**Others present:**

Dr. Debra Thatcher	Ali Lape	Donna McGeehon	Jenni Henderson	John Blackwood
Robynne Wilgus	SFC Nick Marshall	Charles Van Sickle	Andrea Henderson	
Jason Aase	Martha Joyce	Kelly Wyatt	Lynn Johnson	
Rebecca Redell	Carol McGeehon	Diana Kelly	Beth Jessel	
Jesse Morrow	Michelle Bergmann	Jeri Frank	Vera Westbrook	

**Consent Agenda**

- A. Minutes of College Board Meeting of Oct. 12, 2016
- B. Minutes of College Board Meeting of Oct. 19, 2016
- C. Personnel Actions

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

**Changes to the Agenda** - there were none.

**Citizen Comments** - there were none.

**Introductions and Presentations**

Coach Daniel Leeworthy introduced the men’s basketball team. Coach Leeworthy said they are excited about the upcoming season, appreciated support for the team, and invited everyone to the games.

SFC Nick Marshall, a former UCC student and currently a recruiter with the Oregon Army National Guard, introduced himself. He explained that peace was brought to the soldiers involved with the community’s request to fold the United States and Oregon flags that flew over UCC on October 1, 2015. The flags are a banner of freedom and stand for strength, the diversity of our country, and the freedom to obtain an education at places like UCC. SFC Marshall sought out the expertise of Monarch Custom Cabinets for building a display case for the flags; they donated their services for the project. He noted the display of nine stars of the United States flag. The flags were presented to the Board of Trustees and Dr. Thatcher. Chair Becker said a very prominent location will be found to place the flags.

Andrea Henderson, Executive Director of the Oregon Community College Association (OCCA), presented eight-year Dedicated Service Awards to Directors Becker, Rice, and Bell. Chair Becker was also presented the Howard Cherry Award for a Board member who serves as an example for their colleagues across the state.

### **ASUCC Report**

An update on ASUCC activities was given by Ali Lape, ASUCC President. Additionally, they are collecting food for Thanksgiving boxes for students and organizing a Thanksgiving lunch for the campus.

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

### **UCCPTFA Report**

Jeri Frank, UCCPTFA President, reported on the smooth, cordial, and efficient bargaining process which was recently completed. The Executive Committee holds monthly meetings that are open to their members. Increasing the awareness of contributions by part-time faculty at UCC is one of their goals.

### **UCCFA Report**

John Blackwood, UCCFA President, said the Faculty Lecture Series has begun. Faculty are keeping their eyes open for students who are showing signs of life challenges.

### **President's Reports**

The local Pacific Power office recently completed an October 1 memorial and invited UCC for a visit. Dr. Thatcher explained the significance of the memorial's design elements. (A photo of the memorial was shown on the screen.) The company presented the college with a metal cutout of Oregon and a Riverhawk. Dr. Thatcher then mentioned the following highlights:

- Campus priorities will be shared with the campus next week as an initial step in developing a strategic plan.
- Accreditation efforts continue. An ad hoc report was just submitted and other reports will be submitted in the spring and fall.
- A Governance Task Force has begun.
- In an effort to create budget transparency, Budget Forums will be held twice a year; the first one is next week.
- Umpqua Updates is a daily news email for faculty and staff.
- An internal task force for the Industrial Arts building has been started for updating plans.
- Enrollment statistics were reviewed.
- SOWI enrollment was reviewed; an Associate Director begins next week.
- The UCC Foundation's Legacy Ball on Friday night has been sold out.

### **OCCA Report**

Ms. Henderson mentioned the OCCA Annual Conference was last week. OCCA is preparing for what may be a tough lobby session for community colleges. They are focusing on the support fund, capital construction, and deferred maintenance funding. There will also be a myriad of policy issues to improve transfer and to improve the coordination between K12 and community colleges. Additionally, they will continue to be engaged in support and advocacy on the behalf of community colleges within the state.

Dir. Lathrop attended the OCCA Annual Conference along with a few others from UCC. The three main themes were affordability, equity, and pathways to student success. She appreciated the OCCA staff for keeping a pulse on relevant issues for community colleges. Dir. Lathrop accepted the Howard Cherry Award on Chair Becker's behalf at the award ceremony. Dir. Lathrop took the opportunity to thank the other Directors for bestowing the honor to Chair Becker and their support over the past year. During the ceremony Dr. Mary Spilde, President at Lane Community College, recognized the efforts of all of UCC



Board members when honoring Chair Becker. Dir. Lathrop will be attending the OCCA Board meeting next week. Chair Becker thanked Dir. Lathrop for her efforts.

### **Recovery Report**

*Memorial Committee:* Chair Becker remarked how her recent trip to Oklahoma City and the Oklahoma City Bombing Memorial has stimulated her thoughts about a UCC memorial. A Memorial Committee meeting will be scheduled for January 3 or 4. She explained how the college needs to be thoughtful and careful with the memorial process.

*UCC Strong:* A final meeting is being arranged to determine the use of the remaining funds. Dir. Weikum expects to have an update at the next Board meeting.

*TLC:* The group is exploring the legislative ask. Dr. Thatcher indicated UCC is still considering a request regarding security and mental health. Chair Becker said there is no word yet regarding the Dept. of Justice grant for the community.

*Douglas County Responders First Foundation:* Chair Becker said the distribution of funds has begun.

**OLD BUSINESS** – there was none.

### **NEW BUSINESS**

Lynn Johnson, Director of Human Resources, requested Board approval to ratify the Part-Time Faculty Association Collective Bargaining Agreement effective from the first day of Fall Term 2016 (September 26) to the last day of Summer Term 2019. Ms. Johnson acknowledged the positive and collaborative efforts of Kelly Wyatt and Jeri Frank of the UCCPTFA and Jason Aase, of the UCC administration. There is a desire on the part-time faculty to become more active within the college. This agreement includes compensation for attending an event and safety training.

**Motion:** **I move to approve the Part-Time Faculty Association Collective Bargaining Agreement, as presented. Motion by Dir. Lathrop, seconded by Dir. Rice and carried unanimously.**

#### **Resolution No. 9 – Establishing Deputy Clerk and Budget Officer**

Rebecca Redell, Vice President of Financial Services/CFO, requested approval from the Board to be designated as the Deputy Clerk and Budget Officer for the 2016-2017 fiscal year. She appreciated Natalya Brown filling in during her absence earlier in the year.

**Motion:** **I move to approve Res. No. 9, Establishing Deputy Clerk and Budget Officer, as presented. Motion by Dir. Lathrop, seconded by Dir. Tamm and carried unanimously.**

#### **Resolution No. 10 – Approval to Spend Funds**

Ms. Redell presented Res. No. 10 to increase appropriation in the Special Revenue Fund – Grants and Contracts. UCC was awarded \$12,000 in matching funds from the Douglas County industrial development fund for the Small Business Management program to assist small businesses with creating and retaining jobs in our local communities.

**Motion:** I move to approve Res. No. 10, Approval to Spend Funds, as presented. Motion by Dir. Bell, seconded by Dir. Rice and carried unanimously.

**Board Comments:**

- Chair Becker encouraged attendance at the UCC Foundation Legacy Ball.

Meeting adjourned at 3:55 p.m.

Respectfully submitted,

Approved,

Debra H. Thatcher, Ph.D.  
Clerk of the Board

Vanessa Becker  
Chair of the Board

Recorded by Robynne Wilgus

Attachments to Permanent Minutes:

Personnel Actions  
UCCPTFA CBA  
Res. No. 9 & 10



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*Serving Douglas County Since 1964*

TO: UCC Board of Directors  
FROM: Lynn Johnson, Director of Human Resources  
SUBJECT: Personnel Actions  
DATE: December 14, 2016

Board approval is requested on the following personnel action:

**Administrative/Confidential-Exempt Contracts:**

n/a

**Faculty Contract:**

Shauna McNulty, Science/A&P, 01/04/2017

**Separations:**

Beth Jessel, Budget Manager, 12/31/2016 - Resignation



Date: 11/30/2016

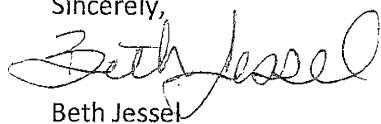
Rebecca Redell  
CFO/Vice President of Administration  
Umpqua Community College

RE: Early Retirement

Rebecca,

It is with deep regret that I am leaving Umpqua Community College and my position as Budget Manager and retiring as of 12/31/16 due to my husband's health.

Sincerely,

A handwritten signature in cursive script that reads "Beth Jessel". The signature is written in black ink and is positioned above the printed name.

Beth Jessel  
Budget Manager  
Umpqua Community College

CC: Human Resources, Umpqua Community College

BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

Informational Item  
 Action Item

Subject: Audit Report for FY 2015-16	Date: 12/14/16
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The Board is requested to accept the 2015-2016 Annual Audit Report.

Recommended by: Rebecca Redell, CFO  _____	Approved for Consideration:  Dr. Debra Thatcher, U.C.C. President
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BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

Information Item  
 Action Item

FOCUS PRESENTATION:

Achieving the Dream & Guided Pathways

Date:

December 14, 2016

Dr. Thatcher will provide an update regarding Achieving the Dream and Guided Pathways initiatives at UCC.

Recommendation by:



Approved for Consideration:



U.C.C. President



**INSTRUCTIONAL BOARD REPORT**  
**December 2016**  
**Jason Aase, Interim Vice President**

- Mr. Aase was a distinguished guest at the 47th annual Oregon Peace Officers Association Awards Banquet a number of awards were presented to our local law enforcement professionals for going above and beyond the call of duty, including the events of October 1st, 2015.
- Work continues on the accreditation process with a focus on the next Ad Hoc Report (recommendations 1, 2, 4, & 8) and the One Year Report, which are both due on March 1st. The committee is meeting weekly to stay on the timeline.
- Mr. Aase attended the Sutherlin High School CTE Partners dinner. It was exciting to see what the students and faculty are doing to provide the students with the career and life skills necessary to close the skills gap. It was a well-attended event.

**College Transitions and eLearning; Olson, Missy, Director of College Transitions and eLearning**

**Career Pathways:**

- The Career Pathways quarterly grant report was submitted, indicating approval of several new Career Pathways. Progress is also being made on a promotional video for the Water Quality certificate, as well as designing two new videos promoting Computer Science and Early Childhood Education.

**Career & Technical Education; Morrow, Jesse, Dean of Career & Technical Education**

- The UCC Engineering Program has teamed with TRIO/TOPs to provide campus visits this fall to both Oregon Institute of Technology and Oregon State University.
- UCC has been invited to have a representative serve on the Undergraduate Recruitment Council for the OSU College of Forestry. Clay Baumgartner, UCC Department Chair, will be representing UCC.
- Toni Clough, Business Department Chair & Instructor, attended Elkton, North Douglas, Roseburg, and South Umpqua High Schools to provide information and recruitment efforts.

**Small Business Development Center/UBC; Caterson, Debbie, Director of SBDC/UBC**

- RAIN-Roseburg Angel Investor Network Event occurred on December 1st at SOWI Center.
- We have arranged with Douglas High School to meet with High School students on December 14th.

**Library and Success Center; McGeehon, Carol, Director of Library & Success Center**

- Further outfitting of the success center has included:
  - 2 ADA compliant PCs on adjustable tables
  - A TV monitor to use as electronic signboard
  - 2 charging stations for mobile devices
- To support our Assessment Coordinator, an Outcomes and Assessment Research Guide has been developed for faculty.



**Student Services  
December 2016  
David Farrington, Interim Vice President & Registrar**

**Student & Enrollment Services- David Farrington, Interim Vice President & Registrar of Student Services:**

- Several UCC employees traveled to Chemeketa Community College (CCC) on November 18<sup>th</sup> to attend the multiple measure meeting regarding placement in courses using other measures other than placement testing.
- Several student service and finance staff attended FERPA training at CCC on November 18<sup>th</sup>, which was conducted by LeRoy Rooker, the nation's leading authority on the Family Educational Right and Privacy Act (FERPA).
- A Flat Rate Tuition Taskforce started meeting in October to review flat rate tuition options.
- Enrollment Services received 2350 undergraduate applications for fall 2016, which is up approximately 1% from fall 2015 which received 2315 applications. Currently for winter 2017 we are at 468 applications compared to winter 2016 at this time received 356 applications. Winter term registration opened November 7<sup>th</sup>.

**Student Life and Campus Engagement, Marjan Coester, Director of Student Life and Campus Engagement:**

- ASUCC received a \$2,000 donation from Big Lots which will fund ASUCC Student Services (gas cards, backpack program, bus pass program and food pantry). Patrick Schneider, ASUCC Public Relations Officer and Alicia Jones, ASUCC Business Manager accepted the check at the Big Lots grand opening; Jones participated in the ribbon cutting ceremony.
- ASUCC and Student Life provided 72 Thanksgiving Meal Baskets to students. Much thanks to UCC staff who donated to the project. We also extend thanks to Walmart, who donated \$1,000 towards the project. UCC Scholars volunteered both days to help with assembling of the baskets as well as distribution.
- The annual Thanksgiving Meal Lunch was a great success with over 250 participants; just over \$250 in donations were collected which went to support the Thanksgiving Meal Basket project.
- ASUCC Vice President Kristopher Yates was selected to serve as the OCCSA (Oregon Community College Student Association) Vice-Chair. This is the first time in at least ten years that a UCC student leader has served in a leadership role for this organization.
- QSA (Queer Student Advocacy) Club held a Transgender Awareness Week event; in conjunction they raised \$402 through an all-week bake sale.
- Phi Theta Kappa members and a number of other volunteers participated in UCC Garden clean up.
- Over fifty students, staff and families participated in the Veterans Day Parade with the UCC float.

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

- Our packaging for 2016/2017 is up to date with 1,597 students awards processed, 164 more than last year.
- Michelle and Kelli will be headed to Atlanta, GA for the annual Federal Student Aid Conference the week of Nov. 28<sup>th</sup>
- We are currently preparing to import 17/18 FAFSA's and plan to begin accepting documents beginning in December.
- Financial Aid staff recently attended a FERPA training at Chemeketa Community College

**Educational Talent Search / Upward Bound – Matthew Droscher, Director:**

Both Educational Talent Search and Upward Bound programs work with a focus on assisting students that are underrepresented, and with fewer opportunities to gain access to postsecondary education. The above programs work to equalize this by providing resources, college and cultural opportunities, and assistance in multiple forms to support them achieve their goal of getting into the college or university of their choice. Our biggest success is seeing a student move on to postsecondary education based on their efforts.

**Upward Bound (current number of students in program- 47)**

November has been a very busy month for UB, working on the annual performance review, along with crafting a new grant application to enable ongoing services and supports for the next 5 year cycle. The application is being submitted with agreements of support from multiple departmental and community partners. The process has a big team effort, and we couldn't have pulled it off without the strong support of April Hamlin, Grant Development Director, Missy Olson, Cathy Adkins, and Destiny Hunt. I would also like to thank the many UCC departments, target school sites, and community partners with their letters of support. You all make this program possible in providing the opportunities of our students in achieving their goals and dreams.

**Educational Talent Search (current number of students in program- 550)**

November has a busy month for ETS as well, saying thanks to the extensive work being done in developing the program's Annual Performance Review. ETS has had a good year, but we are striving to make it an even better year as we have partnered with Douglas County Partners for Student Success and AmeriCorps to assist in mentorship with a new club styled activity called IMPACT. This activity is to have strong student input, discussing topics tied to mentorship, which is half of each session. The other half focuses on aspects of academics and academic support. Activities should be starting by December 2016.

**SSS / Transfer Opportunity Program – Caroline Hopkins, 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.

- 13 students attended the Oregon Tech campus visit
- 6 students attended the 16<sup>th</sup> annual Oregon Students of Color Conference
- We are working on the annual progress report to submit to the Dept. of Education by Dec. 2, 2016
- 15 students will attend the Oregon State Campus Visit Dec. 2

**Athletics- Craig Jackson, Athletic Director**

- Volleyball reached the NWAC Championship Tournament for the first time since 2012, where they went 2-2, including a first round upset of the #1 team in their section. In addition to their two victories, 3 sophomores were selected and played for the Southern Region All-Star Team.
- Women's Basketball put on a basketball clinic for 36 boys and girls from Oakland High and Middle Schools.
- Women's Basketball begins their season this Friday at the Clackamas Thanksgiving tournament.
- Men's Basketball is currently 2-0 on the season.

**Advising, Testing & Accessibility Services, Brian Tiemeier, Manager of Advising, Testing & Accessibility Services:**

- Managing increased student flow due to this being the last week to withdraw from Fall 16 courses and the first week for all students to register for Winter 17 courses.
- Attended Nov 18 gathering of Oregon community colleges (with 2 faculty members) to hear from John Hetts (Senior Director of Data Science at Educational Results Partnership in Sacramento, California) re: multiple measures for placement.
- Implementing revised multiple measures placement procedures for Math and Reading/Writing.
- Reviewing budget and testing procedures for students with accommodations.
- Preparing Oregon Promise Support Report #2 per HB 4076 Intergovernmental Grant Agreement.
- Finalizing plans for a new on-campus student orientation to be piloted with Winter 2017 students in December.

**Title III, Dr. Cynthia Horkey, Project Manager**

- The external evaluator for the TITLE III grant, Pacific Research and Evaluation, visited campus, met with staff, and held student focus groups. This input will be used for the Year 3 evaluation.
- New classroom materials, including large monitors, document cameras, and Chromecasts, were purchased to enhance the developmental math classrooms.
- With AdvisorTrac, students now have the ability to make appointments through the Internet with their academic advisor.
- A new user group has been formed to work with IT on supporting AdvisorTrac/TutorTrac.
- The Project Manager attended the local Poverty Simulation sponsored by Goodwill.

**FINANCIAL SERVICES BOARD REPORT**  
**December, 2016**  
**Rebecca Redell, Vice President of Financial Services/CFO**

**Purchasing; Jules DeGiulio, Purchasing Administrator**

- HNSB Furnishings, Fixtures & Equipment, (FF&E): Final purchases of all authorized amenities have been made and deliveries are imminent. Estimated to finish ~2,500 under FF&E budget.
- Snyder Remodel: Architect/Mahlum: Contract signed by both parties and Executed 11/21/2016. Contractor/Andersen: Several build estimates compared and detailed contract negotiations are continuing with Andersen Construction. CM/GC details being worked out.
- Loggers Café: Entering 2nd year of contracted services. 3rd Business Review completed. No contract changes. Agreements include: improved presentation with staff to wear official Loggers “uniform” shirts, posted hours of operation, improved communication for campus events that include food, and improved attention to cleanliness of the kitchen and dining area, among others.

**Special Events and Catering; Greg Smith, Food Services Director**

- Currently we have booked 1,541 events in 2016 including 263 external ones.
- We have conducted 37 tours of Lang and additional UCC Facilities for potential customers this year.
- Catering: Final preparations made for Turkey Luncheon in the cafeteria with service to 200+ people and time/donations from Student Life/ASUCC, and Chef Steve/catering.
- Last wedding of the year completed with glowing reviews of food and venue. We are planning on participating in the Fairgrounds Bridal Bliss Wedding Showcase to enhance our wedding events presence.

**Budget; Beth Jessel, Budget Manager**

- No Report

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

- Finance office is preparing for 1099 MISC and 1098T reporting due to IRS by January 31, 2017. We started testing our system and reviewing records for accuracy.
- Grants reporting and billing have been completed for the period ending October 31st.
- Student accounts sent out student billings for Fall term and final notices for Summer term in the beginning of November. They are preparing for the start of Winter term: processing third party contracts on student accounts, processing payments, etc..
- Finance office is monitoring Enrole (new software implemented by Community Ed for registering non-credit students) activity to make sure that we are not experiencing issues with banking.

**Bookstore; Micque Shoemaker, Bookstore Manager**

- Cynthia McKeon was hired to fill the Bookstore Program Specialist position. She brings a wealth of retail knowledge and experience to the store and we’re very excited to have her on board.
- Book Buy Back is scheduled for December 7th-9th.
- Financial Aid will be available in the Bookstore on December 12th, when book sales will officially begin in the store.
- Two employees attended the Mega Educational Sessions and Tradeshow November 7th – 10th.

## **FACILITIES AND SECURITY BOARD REPORT**

**December, 2016**

**Jess Miller – Director OF Facilities and Security**

### **Maintenance**

- Continue preventative maintenance on all HVAC systems. (Filters, oil, belts, grease, calibration, etc.)
- Preparation of all instructional spaces specifically SCI 11 and 16 and WCH 19 for winter term.
- Preparation for modular removal Dec. 9<sup>th</sup> – 16<sup>th</sup>.
- Preparation for SEM Presentations to Board and SEM Regional Cohort
- Completing installation of Soffit LED retrofit.
- Work requests include 93 requests with 94 complete and 25 pending.

### **Custodial**

- Preparation for holiday deep cleaning.
- Many special event set ups.

### **Grounds**

- Grooming of the grounds
- Landscape on the back side of Bonnie Ford Center – Gabion Rock bank with trees for stabilizing bank and aesthetics.
- Pruning some of the larger trees continued.

### **Security**

- Preparing training of all part time staff and faculty in ALICE emergency response training.
- Preparing for training of all part time staff in individual buildings of procedures for emergency, evacuation, safe rooms and general information.
- Continue to work on identifying further security measures. Assist with taskforce to identify needs on campus for second legislative ask.

### **Construction**

- Final punch list items by Sept. 30.
- Landscape near completion awaiting contractor's return, weather permitting.
- Working with Architect and Anderson Construction to align cost for Snyder Hall replacement.



**HUMAN RESOURCES BOARD REPORT**  
**December, 2016**  
**Lynn M. Johnson, Director of Human Resources**

**Human Resources**

- Attended NeoGov Conference in October. Brought back information on automating requisitions, applicant scoring, establishing approval ques for hiring, and automating evaluation tools.
- OEBS/MODA and FSA enrollments completed for the 2016-17 plan year
- UCCFA salaries updated to the new salary schedule and steps awarded to eligible members

**Payroll**

- Cross training of Payroll Assistant
- Quarterly reports submitted to Federal and State
- Working on Affordable Care Act reporting
- Started Phase 1 of PERS reconciliation

**Communications and Marketing BOARD REPORT**  
**December 2016**  
**Anne Marie Levis**

**Overview:** Compared to October, November was a quiet month for media attention, which is a big relief. The focus has moved to internal marketing and communication efforts. We set up a new protocol for distributing information to the campus about activities and marketing efforts. This has been a success and we are tracking **the impact** of our internal newsletters and daily updates. **We have also been looking for ways to make our marketing efforts more efficient and to better assist our internal teams with their marketing needs.** We are **currently** developing some tools for internal audiences to **help them** make more efficient use of Communications and Marketing time and services. These tools will be implemented in January. We are also making changes to our website to make acquisition of information easier and more direct. We also began our Winter Term marketing campaign in November, which will end in mid-December. Current numbers for “clicks” on our ads are high. We will finish the online campaign mid-December and present final results in the December report. A progress report is below:

**Winter Campaign:** Our winter recruitment campaign has **been successful.** We targeted potential students 18-34 years old in Douglas County. We placed ads in the following places:

- Billboards
- Busboards
- Google **Adwords**
- Facebook Ads

Currently, the results of our online ads are:

Google **Adwords:**

- Total Impressions: 424,452
- Total Clicks: 2,051

Facebook Ads:

- Total Impressions: 77,990
- Total Clicks: 861

Here are examples of the ads that are **currently** running:



Apply now for Winter Term!



See Yourself at UCC!

Register Now!



Small class sizes.  
Personalized attention.  
Affordable education.  
Register now for Winter Term!



Winter Term starts soon.







**UCC**  
UMPQUA COMMUNITY COLLEGE

See Yourself  
at UCC!



**UCC**  
UMPQUA COMMUNITY COLLEGE

Apply now for  
Winter Term!



**UCC FOUNDATION BOARD REPORT**  
**December 2016**  
**Susan Taylor, Executive Director**

**Foundation**

- The 1<sup>st</sup> Annual Legacy Ball was a huge success! The UCC Foundation exceeded our goal and raised \$192,500 to endow the scholarships in the names of the Umpqua Nine and to support recovery and rebuilding of Umpqua Community College. The event sold out two weeks prior to the event with 400 guests. Please mark your calendars now for next year's Legacy Ball on Friday, November 10<sup>th</sup>, 2017 at Seven Feathers Casino Resort Convention Center.
- Events and presentations –
  - KQEN: Interviewed on the radio to talk about the UCC Foundation and the Legacy Ball
  - Phoenix School: Joined Dr. Thatcher for a dedication of the salmon, painted beautifully Phoenix students who are in the Early College Program
  - Budget Presentation: Gave a presentation to UCC staff and faculty about the UCC Foundation's budget and endowments

**Grants**

- In November, The Business Department was awarded a \$100,000 grant from the League for Innovation and funded by the WalMart Foundation. This is the second grant received by the department for the Retail Management Certificate Program.

The grant will provide funds to continue the development and expansion of the program. Currently UCC has over 400 students from 28 states participating in this fully online program that is sponsored by the Western Association of Food Companies.

A national announcement of this grant will be made by the Walmart Foundation at the National Retail Federation meeting in New York early next year.

- The Upward Bound grant was submitted in November, with a tremendous amount of thanks to Missy Olson, Cathy Adkins, Matt Droscher, Destiny Hunt, Susan Taylor, and David Farrington.
- The legislative request for ongoing recovery efforts for the 2017-2019 biennium was completed.
- The final Redesigning America's Community Colleges for Fall term has wrapped up! Conversations will begin anew in January!



## **UCCPTFA Board Report**

**December 2016**

**Jeri Frank, President, UCCPTFA**

The Umpqua Community College Part-time Faculty Association wishes to thank the UCC administration and the Board for approving our new three-year bargaining contract. We appreciate your support. All the necessary adjustments will be made by the end of the calendar year, and the new contract is on the UCC website under the Human Resources section.

The Safety training that was planned during our bargaining sessions is being scheduled for the early part of winter term.

Our union will continue to strive for increased recognition and involvement within the college. We have a major role in teaching the classes offered at UCC. We are an extremely dedicated group of instructors who care deeply about our students' success.

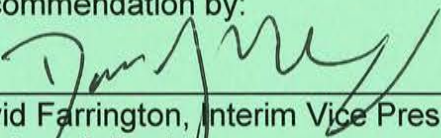
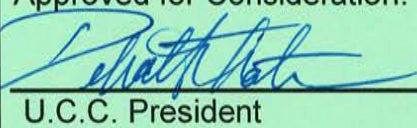
BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item  
 Action Item

Subject: 1 <sup>st</sup> Reading Proposed Policies	Date: December 14, 2016
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The following policies are coming to the Board for a first reading:

<u>Pol. #</u>	<u>Title</u>
710.07	Tuition Waiver for Dependents of Veterans
404	Animals on Campus

Recommendation by:  _____ David Farrington, Interim Vice President of Student Services & Registrar	Approved for Consideration:  _____ U.C.C. President
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## Policy Revision

**POL#404: ANIMALS ON CAMPUS**

12/14/2016

Current Policy	Proposed Policy
<p><b>A person owning or having under his control a dog or cat shall not permit such animal to be upon the property of the College without a leash suitably attached to said animal so as to restrain its movements. Such animals, except those used by the College for the purpose of instruction, those used for assistance registered with the Office of Disability Services, or those used by law enforcement personnel are not permitted in college buildings without prior authorization of Umpqua Community College Security. Other animals will be allowed on campus by approval of Umpqua Community College Security only. All animals must remain with the owner at all times. Animals should not be left in vehicles or the sheriff may be called. Any person walking an animal must carry an instrument suitable for removing and disposing of feces.</b></p> <p><b>DATE OF ADOPTION: DATE(S) OF REVISION(S): 03/01/08 by Board DATE OF LAST REVIEW:</b></p>	<p><b>A person owning or having under their control a dog or cat on the property of the College shall have a leash suitably attached to said animal so as to restrain its movements. Such animals, except those used by the College for the purpose of instruction, service animals and those used for assistance registered with the Office of Accessibility Services, or those used by law enforcement personnel shall only be permitted in college buildings with prior authorization of Umpqua Community College Security. Other animals will be allowed on campus by approval of Umpqua Community College Security only. All animals must remain with their owner and be suitably restrained at all times. Law enforcement may be called if animals are left in vehicles. Any person walking an animal must carry an instrument suitable for removing and disposing of feces.</b></p> <p><b>DATE OF ADOPTION: DATE(S) OF REVISION(S): DATE OF LAST REVIEW: 11/22/2016 College Council</b></p>

Policy Revision

**POL#710.07:**  
**~~TUITION WAIVER FOR DEPENDENTS OF FALLEN OREGON~~**  
**~~SERVICE MEMBERS~~**  
**TUITION WAIVER FOR DEPENDENTS OF VETERANS**  
 12/14/2016

Current Policy	Proposed Policy
<p><b>Umpqua Community College will provide a tuition waiver to the spouse and children age 23 and under (including adoptive and step-children) of members of all branches of the United States Armed Forces or United States Coast Guard who:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Died while on active duty, or</li> <li><input type="checkbox"/> Died as a result of a military service-connected disability, or</li> <li><input type="checkbox"/> Is 100% permanently disabled as a result of a military service-connected disability as certified by the U.S. Department of Veterans' Affairs.</li> </ul> <p><b>In addition, the student must be a resident of the Umpqua Community College district at the time of application for a waiver. The spouse of the fallen service member must initiate the request for a waiver within ten years of the determination of death or 100% disability. The spouse will lose eligibility upon remarriage. Dependent children must initiate this benefit prior to age 23. Eligible students will receive a first-dollar tuition waiver if they do not receive the Marine Gunnery Sergeant John D. Fry Scholarship and are the survivor of a member of the U.S. Armed Forces or U.S. Coast Guard that died on active duty or died as a result of 100% service-connected disability. All other eligible students shall be granted in coordination with</b></p>	<p><b>Umpqua Community College will provide a tuition waiver to:</b></p> <ol style="list-style-type: none"> <li><b>1. The spouse and dependent children age 23 and under (including adoptive and step-children) of members of all branches of the United States Armed Forces or United States Coast Guard who:</b> <ol style="list-style-type: none"> <li>a) Died while on active duty, or</li> <li>b) Died as a result of a military service-connected disability, or</li> <li>c) Is 100% permanently disabled as a result of a military service-connected disability as certified by the U.S. Department of Veterans Affairs.</li> </ol> </li> </ol> <p><b>OR</b></p> <ol style="list-style-type: none"> <li><b>2. The child (including adoptive and step-child) of a Purple Heart recipient, alive or deceased, who was relieved or discharged with either an honorable or general discharge and was awarded the Purple Heart in 2001 or thereafter for wounds received in combat.</b></li> </ol>

<p><b>other student financial assistance (including VA Benefits) for which the recipient may be eligible, utilizing other grant resources before applying this tuition waiver in order to provide a total benefit not to exceed the total estimated cost of attendance.</b></p> <p><b>The tuition waiver is available to students admitted to a certificate or degree program only. This waiver is also limited to 135 college credits or the completion of an Associate degree, whichever comes first. The waiver does not include required fees and may not be applied to community education programs or distance learning programs for recipients residing out of state. Continuation of this tuition waiver benefit is contingent upon the student meeting the applicable satisfactory academic progress requirements.</b></p> <p><b>DATE OF ADOPTION: DATE(S) OF REVISION(S): By Board 11/14/12 DATE OF LAST REVIEW:</b></p>	<p><b>The Director of Financial Aid is responsible for carrying out this policy and updating it when rules dictate change. Additional requirements and limitations for this waiver will be outlined in the corresponding Administrative Procedure.</b></p> <p><b>DATE OF ADOPTION: DATE(S) OF REVISION(S): DATE OF LAST REVIEW: 11/22/2016 College Council</b></p>
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BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item  
 Action Item

Subject: Administrative Procedures	Date: December 14, 2016
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The following procedures are coming to the Board as an informational item:

<u>Proc. #</u>	<u>Title</u>
344	Academic Freedom
710.07	Tuition Waiver for Dependents of Veterans
404	Animals on Campus

Recommendation by:  _____ David Farrington, Interim Vice President of Student Services & Registrar	Approved for Consideration:  _____ U.C.C. President
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## ADMINISTRATIVE PROCEDURE

**ADMINISTRATIVE PROCEDURE NO: AP 344**

**RELATED TO POLICY NO. 344**

**TITLE: Academic Freedom**

Academic Freedom includes the following rights and responsibilities:

- 1) Faculty are entitled to freedom in the classroom in discussion and presentation of subject matter, both online and face-to-face. This includes the right to explore and discuss controversial issues and divergent points of view in relationship to the subject matters being discussed.
- 2) When speaking or writing as private individuals, faculty are entitled to exercise all rights of citizenship, as defined by and in accordance with decisions of the state and federal courts, and are free from institutional censorship or discipline. As scholars and educational officers, they should remember that the public may judge their profession and their institution by their statements. Therefore, in their written statements and at public speaking events, faculty should not state they are speaking for the institution.
- 3) Faculty are entitled to full freedom in intellectual inquiry and expression in terms of research, speech, writing, artistic endeavors, and all other forms of communication related to their discipline.
- 4) Any faculty who feels their rights have been violated in regards to Academic Freedom should refer to the grievance procedure outlined in their respective bargaining agreements.

**DATE OF ADOPTION: 11/22/2016 College Council**

**DATE(S) OF REVISION(S):**

**DATE OF LAST REVIEW:**





## ADMINISTRATIVE PROCEDURE

**ADMINISTRATIVE PROCEDURE NO: AP 710.07**

**RELATED TO POLICY NO. 710.07**

**TITLE: TUITION WAIVER FOR DEPENDENTS OF VETERANS**

The Financial Aid Office maintains the application and approval process for Tuition Waiver for Dependents of Veterans, and assists students seeking this waiver. Once approved, the Financial Aid Office directs the Finance Office to set up each student tuition waiver.

In addition to the tuition waiver definition listed in Policy 710.07, the following eligibility requirements and limitations apply:

- The student must be a resident of Oregon at the time of application for the waiver.
- The spouse of the veteran must initiate the request for the waiver within ten years of the determination of death or 100% service-connected disability.
- Dependent children must initiate this benefit prior to age 23.
- Continuation of this tuition waiver benefit is contingent upon the student meeting applicable satisfactory academic progress requirements.
- A spouse will lose eligibility upon remarriage.
- Eligible students will receive a last dollar tuition waiver granted in coordination with other student financial assistance and grant resources before applying this tuition waiver. Exception: those who receive the Marine Gunnery Sergeant John D. Fry Scholarship and are the survivor of a member of the U.S. Armed Forces or U.S. Coast Guard that died on active duty or died as a result of 100% service-connected disability.
- The tuition waiver is available to students admitted to a certificate or degree program only.
- This waiver is limited to 135 college credits or the completion of an Associate degree, whichever comes first. There is no limit on the number of credits that may be waived per term.
- The waiver does not include required fees and may not be applied to community education programs or distance learning programs for recipients residing out of state.

**DATE OF ADOPTION:**

**DATE(S) OF REVISION(S):**

**DATE OF LAST REVIEW: 11/22/2016 College Council**



## ADMINISTRATIVE PROCEDURE

ADMINISTRATIVE PROCEDURE NO: AP 404

RELATED TO POLICY NO. 404

TITLE: SERVICE ANIMALS/EMOTIONAL SUPPORT ANIMALS

### SERVICE ANIMALS

A "service animal" means any dog or in some cases a miniature horse, that is individually trained to do work or perform tasks for the benefit of a person with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability (source: National Service Animal Registry). The work or tasks performed by a service animal must be directly related to the person's disability. The provision of emotional support, well-being, comfort, or companionship does not constitute work or tasks for the purpose of this definition.

Service animals will be permitted to accompany people with disabilities in all areas of UCC's facilities where students, members of the public, and other participants in services, programs or activities are allowed to go. UCC does not require documentation, such as proof that the animal has been certified, trained, or licensed as a service animal.

Additionally, UCC cannot ask about the nature or extent of a person's disability to determine whether a person's animal qualifies as a service animal. However, when it is not readily apparent that a animal is a service animal, UCC staff may make two inquires to determine whether the animal qualifies as a service animal, which are:

- (1) Is the animal required because of a disability?
- (2) What work or task has the animal been trained to perform?

### EMOTIONAL SUPPORT ANIMALS

"Emotional support animal" is an animal that provides emotional support that eases one or more identified symptoms or effects of a person's disability. Unlike service animals, emotional support animals are not trained to perform work or tasks, and they include species other than dogs and miniature horses. Emotional support animals are not allowed to accompany persons with disabilities in all areas of UCC.

While emotional support animals are generally not allowed indoors on UCC's campus people with disabilities may request approval from the Accessibility Services office to have the emotional support animal accompany them to other campus areas. Such requests will be considered on a case-by-case basis consistent with applicable laws.

### GUIDE AND HEARING TRAINEES

Oregon law allows animals that are being trained to be dog guides for the blind, hearing assistance dogs, or assistance animals for persons with physical impairments to access UCC facilities.

## RESPONSIBILITIES OF PEOPLE WITH DISABILITIES USING SERVICE OR EMOTIONAL SUPPORT ANIMALS

UCC is not responsible for the care or supervision of service or emotional support animals. People with disabilities are responsible for the cost, care, and supervision of service and emotional support animals, including:

- Compliance with any laws pertaining to animal licensing, vaccination, and owner identification;
- Keeping the animal under control and taking effective action when it is out of control; and
- Feeding and walking the animal, and disposing of its waste.

## EXCEPTIONS AND EXCLUSIONS

UCC may pose some restrictions on, and may even exclude, a service animal or emotional support animal in certain instances. Restrictions or exclusions will be considered on a case-by-case basis in accordance with applicable laws, but an animal may be excluded by UCC Security or the Accessibility Services Coordinator if:

- It is out of control and effective action is not taken to control it;
- It is not housebroken;
- It poses a direct threat to the health or safety of others that cannot be reduced or eliminated by reasonable modifications; or
- Its presence fundamentally alters the nature of a program, service or activity.

Any questions or concerns should be directed to the Accessibility Services Coordinator or UCC Security.

**DATE OF ADOPTION:**

**DATE(S) OF REVISION(S):**

**DATE OF LAST REVIEW: 11/22/2016 College Council**



BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item  
 Action Item


Subject: Resolution #11, Approval to Spend Funds

Date: December 14, 2016

This is a resolution to increase appropriation in the Special Revenue Fund \_\_ Grants and Contracts.

UCC was awarded \$40,015 from Douglas County Partners for Student Success for work on college to career initiatives in Douglas County and \$8,000 from the Ford Family Foundation for piloting an early math course entitled "Mathematics and the Young Child".

Recommendation by:



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

Approved for Consideration:



U.C.C. President

UMPQUA COMMUNITY COLLEGE  
Resolution No. 11 - FY 16-17  
Approval to spend funds

WHEREAS, Umpqua Community College has been awarded \$40,015 from the Chief Education Office and \$8,000 from the Ford Family Foundation, and;

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

WHEREAS, the provisions of ORS 294.338 (2) allow for the expenditure of specific purpose grants in the year of receipts;

NOW, THEREFORE  
BE IT RESOLVED, that the Board of Trustees at Umpqua Community College hereby adopts this resolution for the grant expenditures of \$48,015 for the implementation of these contracts.

Special Revenue Fund - Grants and Contracts

	16-17 Budget Through Resolution 10	Adjustment	16-17 Budget Through Resolution 11
REVENUES:	\$ 6,434,990	\$ 48,015	\$ 6,483,005
EXPENDITURES:			
Instruction	\$ 1,104,969	\$ 8,000	\$ 1,112,969
Instruction Support	1,289,173	40,015	1,329,188
Student Services	2,990,511	-	2,990,511
College Support Services	1,050,337	\$ -	\$ 1,050,337
TOTAL	<u>\$ 6,434,990</u>	<u>\$ 48,015</u>	<u>\$ 6,483,005</u>

ADOPTED: December 14, 2016

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
UCC Board Chair

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item  
 Action Item

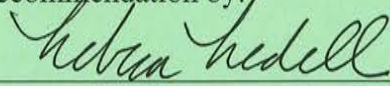
Subject: Resolution #12, Approval to Spend Funds and  
 Transfer Appropriation

Date: December 14, 2016

This is a resolution to increase appropriation in the Special Revenue Fund \_\_ Grants and Contract.

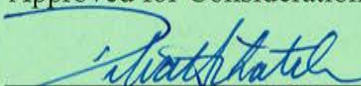
UCC was awarded two recovery grants during FY2016. Based on unspent funds from last year, we are asking to increase appropriation for FY2017 by \$609,737. We also request transfer of appropriation in the Special Revenue Fund between Instruction Support and College Support Services in the amount of \$249,636 for a change in program function identification.

Recommendation by:



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

Approved for Consideration:



U.C.C. President

UMPQUA COMMUNITY COLLEGE  
Resolution No.12 - FY 16-17  
Adopting Supplemental Budget and Making Appropriations

WHEREAS, Umpqua Community College has unspent funds available from FY2016 recovery grants in the amount of \$609,737 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:

Special Revenue Fund - Grants and Contracts			
	16-17 Budget Through Resolution 11	Adjustment	16-17 Budget Through Resolution 12
REVENUES:	\$ 6,483,005	\$ 609,737	\$ 7,092,742
EXPENDITURES:			
Instruction	\$ 1,112,969	\$ -	\$ 1,112,969
Instruction Support	1,329,188	\$ (249,636)	1,079,552
Student Services	2,990,511	\$ -	2,990,511
College Support Services	1,050,377	\$ 859,373	1,909,750
TOTAL	<u>\$ 6,483,045</u>	<u>\$ 609,737</u>	<u>\$ 7,092,782</u>

ADOPTED: December 14, 2016

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Clerk of the Board

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UCC Board Chair



BOARD OF DIRECTORS  
UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

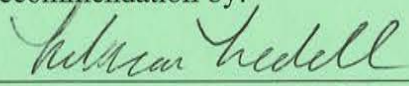
     Information Item  
  X   Action Item

Subject: Resolution #13, Approval to Spend Funds

Date: December 14, 2016

This is a resolution to increase appropriation in the Special Revenue Fund \_\_ Grants and Contracts.

UCC was awarded \$100,000 from the Walmart Foundation for the Walmart Brighter Futures 3.0: Accelerating Career Mobility for Incumbent Retail Employees. This project is funded through April 1, 2019.

Recommendation by:  
  
\_\_\_\_\_  
U.C.C. Vice President/Chief Financial Officer

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

UMPQUA COMMUNITY COLLEGE  
Resolution No. 13 - FY 16-17  
Approval to spend funds

WHEREAS, Umpqua Community College has been awarded \$100,000 from the Walmart Foundation, and;

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

WHEREAS, the provisions of ORS 294.338 (2) allow for the expenditure of specific purpose grants in the year of receipts;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees at Umpqua Community College hereby adopts this resolution for the grant expenditures in the amount of \$100,000 for the implementation of Walmart Brighter Futures 3.0 Project

Special Revenue Fund - Grants and Contracts

	16-17 Budget Through Resolution 12	Adjustment	16-17 Budget Through Resolution 13
REVENUES:	\$ 6,483,005	\$ 100,000	\$ 6,583,005
EXPENDITURES:			
Instruction	\$ 1,112,969	\$ -	\$ 1,112,969
Instruction Support	1,329,188	100,000	1,429,188
Student Services	2,990,511	-	2,990,511
College Support Services	1,050,337	-	1,050,337
TOTAL	<u>\$ 6,483,005</u>	<u>\$ 100,000</u>	<u>\$ 6,583,005</u>

ADOPTED: December 14, 2016

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
UCC Board Chair

BOARD OF DIRECTORS  
 UMPQUA COMMUNITY COLLEGE  
 DOUGLAS COUNTY, OREGON

Information Item  
 Action Item

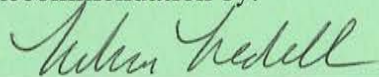
Subject: Resolution #14, Approval to Spend Funds

Date: December 14, 2016

This is a resolution to increase appropriation in the Special Revenue Fund \_\_ Grants and Contracts.

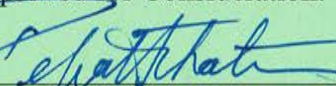
UCC was awarded \$15,000 from the U.S. Small Business Administration (SBA) and Lane Community College as part of the Portable Assistance Project to start, stabilize and create jobs.

Recommendation by:



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

Approved for Consideration:



U.C.C. President

UMPQUA COMMUNITY COLLEGE  
Resolution No. 14 - FY 16-17  
Approval to spend funds

WHEREAS, Umpqua Community College has been awarded \$15,000 from the U.S. Small Business Association (SBA), and;

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

WHEREAS, the provisions of ORS 294.338 (2) allow for the expenditure of specific purpose grants in the year of receipts;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees at Umpqua Community College hereby adopts this resolution for the grant expenditures in the amount of \$15,000 for the implementation of SBA Portable Assistance Project.

Special Revenue Fund - Grants and Contracts

	16-17 Budget Through Resolution 13	Adjustment	16-17 Budget Through Resolution 14
REVENUES:	\$ 6,583,005	\$ 15,000	\$ 6,598,005
EXPENDITURES:			
Instruction	\$ 1,112,969	\$ -	\$ 1,112,969
Instruction Support	1,429,188	15,000	1,444,188
Student Services	2,990,511	-	2,990,511
College Support Services	1,050,337	-	1,050,337
TOTAL	<u>\$ 6,583,005</u>	<u>\$ 15,000</u>	<u>\$ 6,598,005</u>

ADOPTED: December 14, 2016

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
UCC Board Chair