

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. 9 BOARD OF TRUSTEES MEETING JAN. 11, 2017; 3:00 P.M., Board Room
Work Session: Facilities Update and Auditor Report; 2:00 P.M.

AGENDA

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 _____

I. CALL TO ORDER

Chair Becker

II. ATTENDANCE

Chair Becker

III. PLEDGE OF ALLEGIANCE

Chair Becker

IV. CONSENT AGENDA

Chair Becker

pp 1-3

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. CITIZEN COMMENTS

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

VII.	INTRODUCTION AND FOCUS PRESENTATION		
	A. Presentation: Enrollment Report	Dr. Xiana Smithhart	pp 4-5
VIII.	REPORTS		pp 6-16
	A. ASUCC Report	Ali Lape	
	B. ACEUCC Report	Katie Workman	
	C. UCCPTFA Report	Jeri Frank	
	D. UCCFA Report	John Blackwood	
	E. President's Report	Dr. Thatcher	
	F. OCCA Representative Report	Dir. Lathrop	
	G. Recovery Report	Chair Becker	
IX.	OLD BUSINESS		
	A. 2 nd Reading of Revised Policies	David Farrington	pp 17-19
X.	NEW BUSINESS		
	A. UCC Athletic Logos	Craig Jackson	pp 20-26
	B. Audit Report for FY 2015-16	Rebecca Redell	p 27
	C. Proposed Budget Calendar for FY 2017-18	Rebecca Redell	p 28
	D. Resolution No. 15, Approval to Spend Funds	Rebecca Redell	pp 29-30
	E. Financial Reports for FY 2016-17	Natalya Brown	pp 31-43
XI.	BOARD COMMENTS	Chair Becker	
XII.	ADJOURNMENT	Chair Becker	

NEXT BOARD MEETING:

- Board Meeting, February 8, 2017, 3:00 pm, Board Room

IMPORTANT DATES:

- Roseburg Chamber First Citizens Banquet, Jan. 26, Fairgrounds

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

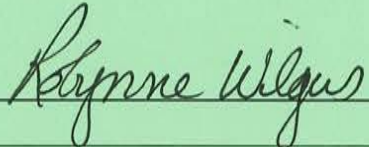
Information Item
 Action Item

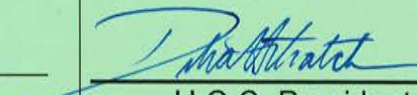
Subject: Consent Agenda

Date: January 11, 2017

Recommend approval of:

Minutes of College Board Meeting of Dec. 14, 2016 pp 1-3

Recommendation by:


Approved for Consideration:


U.C.C. President

**UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
December 14, 2016**

The Umpqua Community College Board of Trustees met on Wednesday, December 14, 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	Rebecca Redell	Missy Olson	Beth Jessel
Robynne Wilgus	Jesse Morrow	Katie Workman	Lynn Johnson
Jason Aase	Carol McGeehon	Donna McGeehon	Vera Westbrook
David Farrington	Martha Joyce	Leslie Bryant	Natalya Brown

Consent Agenda

- A. Minutes of College Board Meeting of Nov. 9, 2016
- B. 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

The Focus Presentations (Auditor’s Report and Achieving the Dream/Guided Pathways) will be replaced with Craig Jackson providing on update on Athletics.

Citizen Comments - there were none.

Introductions and Presentation

Coach Stricklin introduced the women’s basketball team. He shared their current league ranking, collective GPA, and talked about their community service. Coach Stricklin emphasized they are not only good students and good basketball players, they are good people. Craig Jackson, Athletic Director, noted Coach Stricklin’s 22 years of service at UCC, that he is the fastest coach on any level to reach 700 victories, and he has a national reputation.

Mr. Jackson explained a plan for enrollment growth through athletics which was developed after surveying local high schools and looking at past UCC sports. Currently, the UCC athletic model spreads fixed costs across 45 athletes. The plan includes adding Cross Country, men and women’s Wrestling, and Obstacle Course Racing. Start-up costs, expenses, and revenues were reviewed; he would like to connect with community partners for additional support. He is working with the UCC Foundation for assistance with start-up costs and anticipates having an additional 85 athlete-students next year. After a brief discussion, Dr. Thatcher said she wanted the Board to be aware of the intent to begin recruiting.

There were no reports from ASUCC, ACEUCC, UCCFA, nor UCCFAPT.

President’s Report

Dr. Thatcher began her report by encouraging review of the reports submitted by senior leadership that are included in the Board packet. The Governor’s budget included \$550 million for community colleges; OCCA recommends the need for \$634 million just to break even with increasing costs. The College is looking at both long and short term opportunities for increasing revenues. The UCC Industrial Arts building is ranked as #1 on the capital projects list. Dr. Thatcher, Susan Taylor, Jason Aase, and representatives from Snap On and Toyota visited UCC legislators as a part of building support for the Industrial Arts building. Kudos to the UCC Foundation for

raising \$118,000; all of the Umpqua Nine scholarships are now fully endowed. In working on economic development, Dr. Thatcher has been meeting regularly with The Partnership Executive Director Wayne Patterson. In a recent presentation to the Oregon Employers Council of Douglas County, Dr. Thatcher challenged them with Linn Benton Community College's model of industry involvement with the "pipeline to jobs" program. Jason Aase is spearheading efforts on developing campus housing. David Farrington is working on a proposal for flat-rate tuition which should be ready in the next few months. Referencing the Foundation Board Report, Dir. Tamm indicated interest in hearing the Foundation's report which was given to UCC staff; Dr. Thatcher will share it with the Board.

OCCA Report

Dir. Lathrop reported on the recent OCCA Board meeting at Oregon Coast Community College. Their discussion was focused on the budget and possible scenarios. Board members are encouraged to work with legislators in asking for an increase in funding. There was support for the governor's \$11 million increase for the Oregon Opportunity Grant (OOG); however, there was also concern that the Oregon Promise and OOG do not become an empty promise with less funding. At the January meeting, OCCA staff goals will be adopted; they are focused on four key areas: advocacy, student success, member services, and the OCCA Board review. Upcoming dates were reviewed for the legislative session and OCCA events.

Recovery Report

- The Memorial Committee will meet on January 4.
- UCC Strong has about \$300,000 remaining in the account and will decide what to do with the funds at their next meeting.
- There will be a Snyder Hall meeting tomorrow. The architect contract has been signed; there is consideration for bidding-out the construction.

OLD BUSINESS – there was none.

NEW BUSINESS

David Farrington, Interim Vice President of Student Services, presented the first reading of two policies. Policy #404-Animals on Campus was revised to clarify wording and to add the category of emotional support animals.

Motion: **I move to approve Policy #404-Animals on Campus, as presented. Motion by Dir. Lathrop, seconded by Dir. Rusch and carried unanimously.**

Policy #710.07-Tuition Waiver for Dependents of Veterans was updated to remain in federal compliance. Dir. Bell appreciated the presentation of the administrative procedures and how they were separated from the policies.

Motion: **I move to approve Policy #710.07-Tuition Waiver for Dependents of Veterans, as presented. Motion by Dir. Bell, seconded by Dir. Rice and carried unanimously.**

Resolution No. 11 – Approval to Spend Funds

Rebecca Redell, Vice President of Financial Services/CFO, presented four resolutions for the Board's approval. 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".

Motion: **I move to approve Res. No. 11, Approval to Spend Funds, as presented. Motion by Dir. Weikum, seconded by Dir. Rusch and carried unanimously.**

Resolution No. 12 – Approval to Spend Funds and Transfer Appropriation

Resolution No. 12 is a request to increase appropriation in the Special Revenue Fund - Grants and Contracts. UCC was awarded two recovery grants during FY2016. Based on unspent funds from last year, an increase is requested in appropriation for FY2017 by \$609,737. A transfer of appropriation in the Special Revenue Fund is also requested between Instruction Support and College Support Services in the amount of \$249,636 for a change in program function identification.

Motion: **I move to approve Res. No. 12, Approval to Spend Funds and Transfer Appropriation, as presented. Motion by Dir. Tamm, seconded by Dir. Lathrop and carried unanimously.**

Resolution No. 13 – Approval to Spend Funds

Resolution No. 13 is a request 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.

Motion: **I move to approve Res. No. 13, Approval to Spend Funds, as presented. Motion by Dir. Rusch, seconded by Dir. Weikum and carried unanimously.**

Resolution No. 14 – Approval to Spend Funds

Resolution No. 14 is a request to increase appropriation in the Special Revenue Fund - Grants and Contracts. The College was awarded \$15,000 from the U.S. Small Business Administration and Lane Community College as part of the Portable Assistance Project to start, stabilize, and create jobs.

Motion: **I move to approve Res. No. 14, Approval to Spend Funds, as presented. Motion by Dir. Tamm, seconded by Dir. Bell and carried unanimously.**

Board Comments – there were none.

Meeting adjourned at 4:03 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
 Res. Nos. 11, 12, 13, & 14

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item
 Action Item

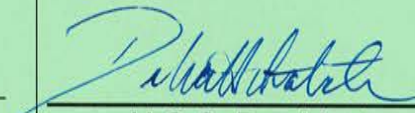
Focus Presentation:
2015-16 Annual Enrollment Report

Date: January 11, 2017

Xiana Smithhart, Institutional Researcher, will present the 2015-16 Annual Enrollment Report.

Recommendation by:

Approved for Consideration:



U.C.C. President

Executive Summary 2015-2016

The 2015-16 academic year saw college enrollment numbers return to their historical post economic downturn pattern. Students who returned to college to advance their education, and/or train for a new career completed their programs, transferred to a university, or re-entered the workforce. The current completion numbers are reflective of this trend and can also be attributed to an increase in part-time students who are just now completing their studies.


- The final audited Oregon Department of Community College and Workforce Development (CCWD) Umpqua Total Reimbursable FTE figure is 2891 for a decrease of 115 or 3.83% from the prior academic year.

- New/Reactivated and suspended programs and certificates for 2015-16:
 - New Programs and Certificates:
 - Career Pathways Certificate: Retail Management Business Essentials
 - Career Pathways Certificate: Hospitality and Restaurant Management
 - Associate of Science: Agricultural Business Management

 - Suspended Programs:
 - Accounting
 - Health Informatics

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item
 Action Item

Subject: Reports		Date: January 11, 2017	
ASUCC Report		Ali Lape	
ACEUCC Report		Katie Workman	
UCCPTFA Report		Jeri Frank	
UCCFA Report		John Blackwood	
President's Report		Dr. Debra Thatcher	
OCCA Board Report		Dir. Doris Lathrop	
Recovery Report		Chair Becker	
Recommendation by:		Approved for Consideration:	
_____		 _____ U.C.C. President	

INSTRUCTIONAL BOARD REPORT
January 2017
Jason Aase, Interim Vice President

- Work continues on our upcoming accreditation reports, with the team actively working on the many facets of both the Spring Ad-hoc report and the Year One Self-evaluation. Both reports are due March 1st. The team has been invaluable in this process!
- Assessment of student learner outcomes will remain a permanent focus at UCC. Debi Gresham continues her important work in guiding the process of creating and assessing measurable outcomes.

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

- Met with Susan Buell at UTE about new Title II competition as it relates to partnerships and WIOA.
- Participated in the Governance Task Force: compiled surveys into PowerPoint for Open Forums in January developed an idea for a new model.
- Developed and sent out Dual Credit Articulation Meeting invite to both UCC faculty and HS faculty.
- Presented and attended the HS Connections Day.

Arts and Sciences Division, Joyce, Martha, Interim Dean

- The fine and performing arts department featured art exhibits, musical events, plays, and numerous other related activities that brought more than 1,200 people to our campus.

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

- 2017 Perkins Grant – We have spent \$82,000 of the awarded \$133,467. The majority of funds have been spent on equipment, with some professional development also being utilized.

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

- Roseburg Area Angel Investors Network
 - Thirteen launch state contestants with four finalists
 - Scout Military Rewards App for Veterans and their families- awarded \$150,000
 - Concept Stage Contestants
 - SBDC clients – eleven local companies
 - Five concept stage finalists
 - Concept Stage Winners: Wrappin-n-Rollin \$5,000+gifts, and Simple Screens, Dr. Jay Richards \$2,500
- Latino Outreach Program
 - Creates outreach into the community to establish assistance through the SBDC for services not currently offered due to language and cultural barriers identified.
 - Portable Grant Funds Received \$15,000 to be used to hire a person to head up the outreach program for Douglas County.

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

- Preliminary pricing for moving into a standalone SirsiDynix library computer system in case the Douglas County Library System closes.
- The next purchase of furniture for the Learning Commons is being researched.
- Library Director attended the Oregon Leadership Summit 2016 in Portland on December 5, 2016.
- Tutor Training for Success Center Staff (TRIO tutors are invited as well) is scheduled for January 5th and 6th, 2017.
- Supplemental Instruction will be provided in two different sections of developmental math, one section of expository writing, and one section of Anatomy and Physiology.

The Southern Oregon Wine Institute

- Compared to last winter term, Viticulture & Enology enrollment for the upcoming winter term is up by 14 students, an unduplicated increase of 5 students and an FTE increase of 1.75.
- A recruitment luncheon is planned for January 25th involving a tour, informational sessions and recruitment to the V&E Program.

Student Services
January 2017
David Farrington, Interim Vice President & Registrar

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

- As part of the Title III project, advisors are now using the “Planner” as well as the degree audit. The “Planner” is a term-by-term academic plan designed for the students program of study.
- Applications for admissions for the fall term were equivalent to the previous fall; however, the yield rate for the applications (those who enrolled in fall) was down from past years.
- We now have over 600 students using the Enrollment Services Test Alert program. This is where students receive text alerts about important deadlines related to registration/graduation activities.

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

Both Educational Talent Search and Upward Bound programs work with a focus on assisting students 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.

Upward Bound (current number of students in program- 48 and still recruiting)

December will be noted with the completion and submission of the program’s Annual Performance Review (APR). Meeting these objectives is an important measure of success, with average of our scores being applied towards the next grant application. This last year (2015/2016) was reviewed, with the following results:

Student Goal	Students Served	Reached Goal	% Reached Goal	Objective Goal
Achieved 2.5 GPA or better	66	58	88%	77%
Standardized Test Proficiency	20	20	100%	70%
Promoted in or graduated from high school	66	65	98%	95%
Graduated high school while in rigorous secondary school program	21	11	52%	60%
High school graduates enrolled in postsecondary education	21	15	71%	70%
Completed postsecondary education in 6 years (new tracking)	1	1	100%	68%

Educational Talent Search (current number of students in program- 552 and still recruiting)

December noted the completion of the program’s Annual Performance Review (APR). ETS was able to serve more students than designed, serving 601 students while funded to serve 592, or 102%. For the 2015/2016 academic year, ETS was able to do the following:

Student Goal	Students Served	Reached Goal	% Reached Goal	Objective Goal
Persisted (complete current academic year& continue to next year)	399	394	99%	96%
Graduate high school with regular diploma in standard # of years	202	192	95%	93%
Graduate high school & complete rigorous program of study	202	123	61%	38%
Enrolled in postsecondary education	192	145	76%	65%

Congratulations for all of the hard work done by the students and the staff who support them!

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

- Twenty-six UCC Scholars participated in the Christmas for Kids shopping event at K-Mart on December 2; eleven Scholars participated in the gift-bagging event on December 4.
- ASUCC Leadership Team hosted the quarterly Study-In on December 3 and the finals week Stress Free Zone on December 5 and 6.
- UCC students and staff participated in the 2nd Annual Christmas Dinner for Homeless, Seniors, and Veterans at the Roseburg Senior Center. In addition to helping at the event, we provided \$500 (estimated value) in donated items of tents, tarps, gloves, socks, flashlights, water bottles and bags.
- Of the 44 students in the UCC Scholars Cohort 2 (2015-2017), six have earned 90 credits and have completed the program. In addition, 19 Scholars are on the President’s List and 14 are on the Dean’s List.

- Of the 62 students in the UCC Scholars Cohort 3 (2016-2018), 27 Scholars are on the President's List and 13 are on the Dean's List.
- The application for the fourth UCC Scholars Cohort (2017-2019) will open on January 30. An informational night will be held at UCC on January 24 at 6pm.

Financial Aid – Michelle Bergmann, Director:

- 16/17 Packaging is current with 1,629 students packaged to date.
- Currently have 1,600+ FAFSA applications for 17/18 in the hopper and hope to have them imported before break.
- Our office is gearing up and preparing for the processing of two aid years simultaneously.

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.

- Fall 2016 30 TOP students earned President's List and 17 earned Dean's list.
- Dec. 21st 12 children of TOP students (9 different families) will go Christmas shopping as part of the Krista Project. Each child gets to spend \$100 on toys. This money has been donated by local community members and the legacy of this project is thanks to TRiO TOP alumni Robert Johnson J.D.
- 15 students attended the OSU campus visit. We visited the Robotics lab and the Chemical ENGR lab.

Ford Childhood Enrichment Center, Nora Bing, Director:

- Currently 58 children are enrolled for winter term 2017
- 13 student parents were awarded CCAMPIS subsidies, and five student parents were awarded Ben Serafin/Lilja foundation grants. Praises to Leilani Simi-Allen and April Hamlin for their efforts helping our students. 12 eligible student parents remain on the waiting list for child care subsidy funds.
- Five ECE students continue practicum work at the center for winter term.

Campus Mental Health, Recovery and Wellness, Mandie Pritchard, Director:

Winter Fest: Staff have been participating in the Winter Fest activities in the Resiliency Room to help alleviate end of term and holiday stress. Light hearted fun and interaction across campus have taken place December 16th, 19th, 20th, 21st and 22nd. A big thank you to the following who helped coordinated activities and participation: Justin Lott, Drew Wilkerson, Kindall Baker, Jason Lynch, KC Pearly, Cathy Chapman, Jennifer Smith, Tony Dicenzo, and Lindsay Murphy. And a big thank you to all our volunteers who made cookies or brought milk!

Mayo Clinic holiday stress and depression tips were sent electronically to students prior to finals week and to staff/faculty in the Umpqua Updates before leaving for break.

On campus help:

- UCC Campus Mental Health, Recovery & Wellness located in Educational Skill Building, Room 10. Monday-Friday from 8:00 am – 4:00 pm. You may call our main line at 541-440-7900 or 7900 from a campus phone. Walk-ins are welcomed and appointments are available.

Off campus or after hours help:

- Community Health Alliance (CHA): 24/7 crisis line 541-440-3532 or 1-800-866-9780
<http://www.co.douglas.or.us/health/MH>
- Mercy Medical Center Emergency Room: 541-613-0611 or go to the ER at 2700 Stewart Parkway, Roseburg, OR 97471
- Veterans Crisis number: Veterans and their loved ones can call 1-800-273-8255 and Press 1, chat online, or send a text message to 838255 to receive confidential support 24 hours a day, 7 days a week, 365 days a year.
<http://veteranscrisisline.net/>
- National Suicide hotline: Call us 1-800-273-TALK (8255). Connects you to a skilled, trained counselor at a crisis center in your area, anytime 24/7. <http://www.suicidepreventionlifeline.org/>

REMEMBER: If someone is in immediate danger, dial 911

FINANCIAL SERVICES BOARD REPORT
January 2017
Rebecca Redell, Vice President of Financial Services/CFO

Purchasing; Jules DeGiulio, Purchasing Administrator

- No Report

Special Events and Catering; Greg Smith, Food Services Director

Kudos to Events and Catering: Thank you Greg. The dinner was nothing but wonderful. Everyone enjoyed themselves and with the extra table, it was nice for staff to sit with the other families. Your food was awesome as always, and I'm sure we'll book again for next year. Thank you for everything!

Budget; Beth Jessel, Budget Manager

- No Report

Finance Office; Natalya Brown, Director of Accounting and Finance

- Finance office continues to review records for 1099 MISC and 1098T reporting due to IRS by January 31, 2017.
- The office finished Banner testing for the scheduled system upgrade.
- Finance audit review was moved to January Board meeting due to some delays encountered by the auditors.
- We are working on RFP seeking audit services effective 06/30/2017 as our current contract ended.
- I have been participating in the flat rate tuition group discussions researching possibilities for UCC.

Bookstore; Micque Shoemaker, Bookstore Manager

- Book sales for Winter Term began, in the store, on 12/12/16. Online sales began the week prior.
- We are looking at offering book buyback year round, rather than only four times per year. Research into the possibility of this is being done at this time.
- Last minute changes to winter term course material adoptions are being looked at and processed as quickly as possible. There is a possibility that some materials won't be available until classes have begun, due to the late changes.
- Policies and procedures for the store are being updated for review and approval.
- Bookstore staff have had the opportunity for communication training that will help us internally and provide exceptional customer service.

HUMAN RESOURCES / PAYROLL BOARD REPORT
January, 2017
Lynn M. Johnson, Director of Human Resources

Human Resources

- NeoGov integration with Banner project work continues in partnership with Information Technology.
- Launch of the New Hire Orientation with first presentation to be held no later than January 15, 2017.
- Accreditation project work continues. HR Generalist Kelley Plueard is working on the Governance recommendations.
- SafeColleges for Student modules under review.

Payroll

- Cross Training of Payroll Assistant continues successfully and on-track with established timeline.
- The following documents and or reports will be prepared by the January 31, due date:
 - Affordable Care Act (ACA) 1095-C
 - Completion of year-end reporting
 - W2 processing
 - Quarterly State and Federal reports

FACILITIES & SECURITY BOARD REPORT**January 2017****Jess Miller – Director of Facilities and Security****Maintenance**

- Continue preventative maintenance on all HVAC systems. (Filters, oil, belts, grease, calibration, etc.)
- Preparation completed of all instructional spaces for winter term.
- Modular removal Dec. 9th – 16th.
- Completing installation of Soffit LED retrofit.
- Work requests include 89 requests with 86 complete and 28 pending.
- Coordination of space committee campus wide.
- Coordination of space committee for Industrial Technology and backfill.

Custodial

- 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 completed beginning stump removal.

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

- Landscape near completion awaiting contractor's return, weather permitting.
- Working with Mahlum to continue construction drawings and prepare for hard bid.

INFORMATION TECHNOLOGY BOARD REPORT
January 2017
Dan Yoder, Director of Information Technology

In addition to our normal support service work –

Network Support Team

- Finalizing work with vendors quoting server farm and network storage updates
- Nearly completed switching non-speaker phones for speaker phones in support of implementing a public address system
- Continue to resolve copper wire issues for fax and burglar alarm systems related to the deconstruction of Snyder Hall.

Desktop Support and Media Services Team

- Preparing to update the Testing Lab's located in the Campus Center and ESB buildings.

Instructional Lab Support and Team

- Welcome Christine Case our new Title III Instructional Computer Lab Specialist
- Updated all lab software in preparation of Winter term

Information Systems Support Team

- Preparing for yearend reporting
- Implemented required yearend tax, compliance, and payroll systems updates and patches

Applications Support (Facilities Scheduling, TutorTrac, AdvisorTrac, Manage Engine – Help Desk Software, etc...)

- Preparing to roll all 3rd party systems forward to Winter term

Institutional Research, Xiana Smithheart

- Prepared to present the 2015-16 Annual Enrollment report
- Working on Winter schedule of federal and state compliance reporting
- Working in partnership with programming staff to implement required changes for state Student and FTE reporting systems

College Web Support

- Continued to refine initial pull down menus on the college web pages
- Provide support and training for Community Relations staff

COMMUNICATIONS AND MARKETING BOARD REPORT
January 2017
Anne Marie Levis

Overview: December was both a busy yet quiet month for Communications and Marketing. We finished the Winter Campaign for enrollment to great results, continued some new initiatives (daily campus email updates and website updates) and worked towards having an online graphic template form for internal departments to use in enabling them to access marketing services.

The following gives a bit more details to the work done in our department in December:

Public Relations: December was a quite month for media attention. Dr. Thatcher did an interview on KQEN's daily news program with Kyle Bailey. The program consisted of an interview to update the community on UCC and Dr. Thatcher's work since she began her position in July. While things have been quiet, we are preparing for the release of the police report for the October 1st events.

Marketing efforts: We are working on several foundational pieces for marketing to assist with the new director of the department when she begins her position at UCC. The first initiative is wrapping up some significant improvements to our website. We have been working on an improvement plan on website operations since summer and have made great strides in making our website more usable and items easier to find. The final main improvement we will finalize in January is the simplification of the "resources and services" menu item on the homepage of the UCC website. The current menu has more than 60 items in it, which is not best practices for having items be findable on a site. We have developed a new menu to minimize the links to no more than 22 and have organized them in a more intuitive way. We are informing the campus of the changes then will implement it in January.

Second, we have been developing a template-based online request form for marketing work. Many of the requests for marketing help focus around brochures, website promotion graphics, posters, press releases, and flyers. We have developed quite a few options for different templates that can be used by internal departments. This will enable UCC's only graphics person to cut down on creating a new design for each event or marketing effort. With this system, we aim to create a more efficient online process while also giving more support to the different departments on campus who are not able to currently access marketing help.

Third, we hired an outside photographer to take some photos of students and headshots of our library team with the hope that we could use these in our marketing efforts in 2017. The photographer was able to get some ok photos (with some extensive art direction) of students and good headshots of our library services team. While these photos are ok for simple uses, they are not of high enough quality for our website and billboards. Fortunately, the cost was low for these photos but the time to get the photos was long and the effort needed to put into this was not as efficient as we hoped. It will be important to find a more simple way to get good photos on our campus for our marketing in 2017.

Finally, our winter marketing campaign had great results! We advertised on billboards and transit bus boards but again, pushed more of our advertising efforts towards online mediums such as Facebook, Google and Instagram ads. Our overall campaign messaging targeted prospective transfer students and career and technical students. Media included a mix of static display ads and photography to garner attention and drive people to our website to begin the process of enrolling on our campus.

Here is an update on the campaign:

Dates: October 31, 2016 – December 16, 2016

Total Website Clicks/Video Views (traffic directed to Umpqua.edu): 16,815

Total Impressions: 542,475

Average Click-Through Rate: 7.76%

Average Cost Per Click: \$0.48

Average time spent on www.Umpqua.edu: 1:24 (this is an increase from previous campaigns)

Total users directly referred from our campaign (Users who began the online application): **22**

Total application since the advertising campaign began (including direct referrals, bus ads, radio ads, social and digital): **608**

- For example, if just 10 of these people convert to full-time students, they will generate an estimated \$30,000 per term or \$90,000 for one year in tuition and fees (based on approximately \$3,000 per term)

UCCPTFA Board Report

January 2017

Jeri Frank, President, UCCPTFA

After an active fall term of negotiating our contract and having increased participation in the Association, we're starting the New Year with optimism toward UCC leadership and our teaching responsibilities in winter and spring term. We hope to continue having increased involvement of Association members in all areas of the college. We will continue to work hard in our major teaching role at UCC, with student success as our first priority.

We feel that safety training is important for all of us on campus, and we hope to benefit from the scheduled January 18 training session.

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item
 Action Item

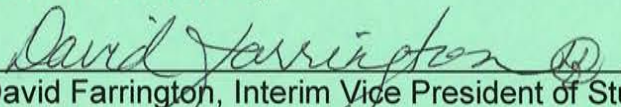
Subject:
 2nd Reading Policies

Date: January 11, 2017

The following policies are coming to the Board for a second reading:

Pol. #	Title
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



BOARD POLICY

BOARD POLICY SERIES NUMBER: 710.07

TITLE: TUITION WAIVER FOR DEPENDENTS OF VETERANS

Umpqua Community College will provide a tuition waiver to:

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:
 - a) Died while on active duty, or
 - b) Died as a result of a military service-connected disability, or
 - c) Is 100% permanently disabled as a result of a military service-connected disability as certified by the U.S. Department of Veterans Affairs.

OR

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.

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.

DATE OF ADOPTION:

DATE(S) OF REVISION(S):

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



BOARD POLICY

BOARD POLICY SERIES NUMBER: 404

TITLE: Animals on Campus

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.

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: UCC Athletic Logos

Date: January 11, 2017

Craig Jackson, Athletic Director, will present athletic logos for the Board's approval.

Recommendation by:

Approved for Consideration:



U.C.C. President

Umpqua

Umpqua

Umpqua

Umpqua

RiverHawks

RiverHawks

RiverHawks

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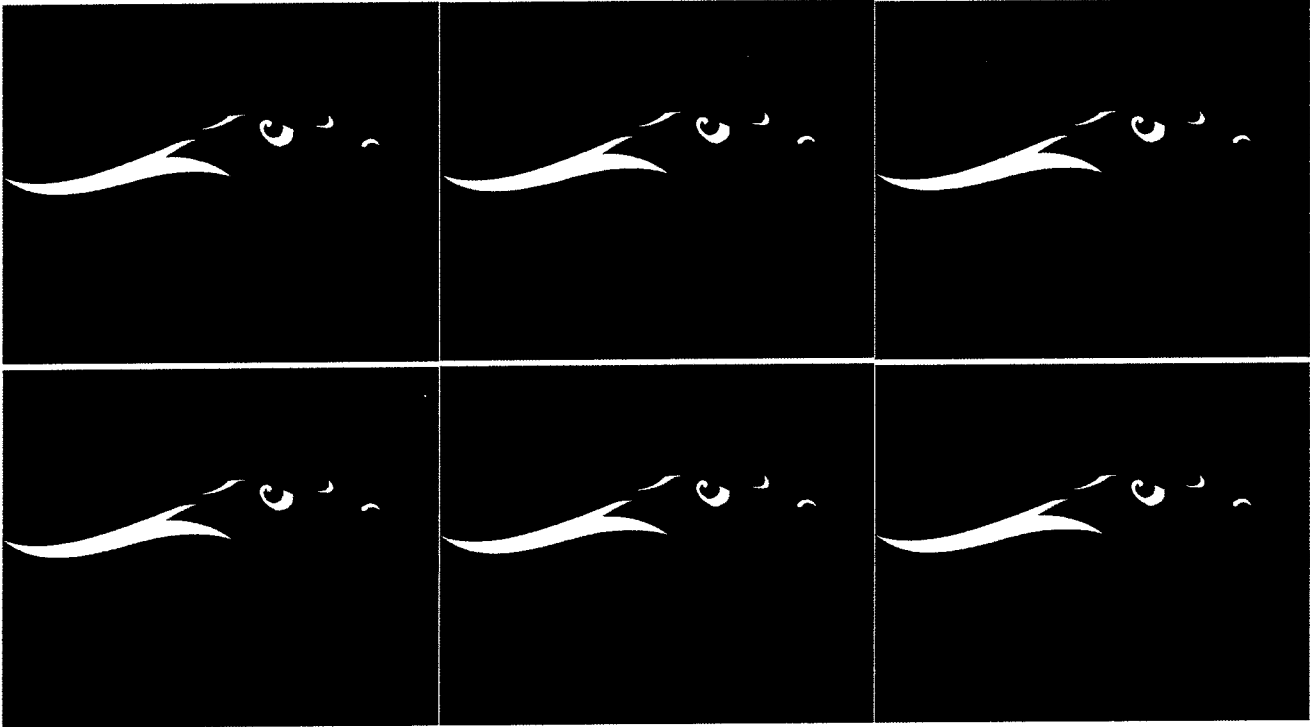
Hawks

UCC

UCC

UCC

UCC



BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON


Informational Item
 Action Item

Subject:
 Audit Report for FY 2015-16

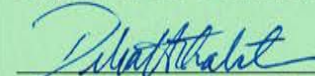
Date: 1/11/17

The Board is requested to accept the 2015-2016 Annual Audit Report.

Recommended by: Rebecca Redell, CFO



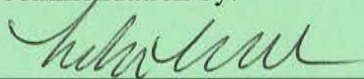

Approved for Consideration:



Dr. Debra Thatcher, U.C.C.
 President

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item
 Action Item

Subject: Proposed Budget Calendar For Fiscal Year 2017-2018	Date: January 11, 2017
<p>Sun., March 26 Publish 1st "Notice of Budget Committee Meeting" (ORS 294.426 Not more than 30 days before the meeting date)</p> <p>Sun., April 16 Publish 2nd Notice of Budget Committee Meeting" (ORS 294.426 -- published on UCC's website, in a prominent manner and maintained on the website for least 10 days before the meeting date.)</p> <p>Wed., April 26 First Budget Committee Meeting, 6:00 PM</p> <p>Wed., May 10 Second Budget Committee Meeting (<i>if needed</i>), 6:00 PM</p> <p>Sun., May 28 Publish "Notice of Budget Hearing" (ORS 294.438 – Not more than 30 days and not less than five day before the meeting of the governing body)</p> <p>Wed., June 14 Regular College Board Meeting: Budget Hearing, adopt resolutions, Adopt budget, and make appropriations.</p>	
Recommendation by:  _____ U.C.C. Vice President/Chief Financial Officer	Approved for Consideration:  _____ U.C.C. President

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item
 Action Item

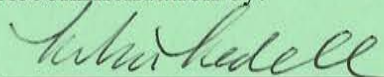
Subject: Resolution #15, Approval to Spend Funds

Date: January 11, 2017

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

Requesting an increase in spending authority for the Child Care Access grant due to carry forward federal funds available to spend in the amount of \$51,815.00 in the last year of the four year grant award.

Recommendation by:



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

Approved for Consideration:



U.C.C. President

UMPQUA COMMUNITY COLLEGE
Resolution No. 15 - FY 16-17
Approval to spend funds

WHEREAS, Umpqua Community College has unspent funds available from FY2016 Child Care Access grant in the amount of \$51,815, which could not have been reasonably been foreseen, and

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

NOW, THEREFORE
BE IT RESOLVED, that the Board of Trustees at Umpqua Community College hereby adopts this resolution to increase grant expenditures in the amount of \$51,815 to allow spending of the Child Care Access grant funds carried forward in the final year of the four year grant award.

Special Revenue Fund - Grants and Contracts

	16-17 Budget Through Resolution 14	Adjustment	16-17 Budget Through Resolution 15
REVENUES:	\$ 6,598,005	\$ 51,815	\$ 6,649,820
EXPENDITURES:			
Instruction	\$ 1,112,969	\$ -	\$ 1,112,969
Instruction Support	1,444,188	-	1,444,188
Student Services	2,990,511	51,815	3,042,326
College Support Services	1,050,337	-	1,050,337
TOTAL	<u>\$ 6,598,005</u>	<u>\$ 51,815</u>	<u>\$ 6,649,820</u>

ADOPTED: January 11, 2017

Clerk of the Board

UCC Board Chair

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON


Informational Item
 Action Item

Subject:
 Financial Reports for FY 2016-17

Date: 1/11/17

Natalya Brown, Director of Accounting and Finance, will present financial reports for fiscal year 2016-17, ending December 31, 2016.

Recommended by: Rebecca Redell, CFO



Approved for Consideration:



Dr. Debra Thatcher, U.C.C.
 President

UMPQUA COMMUNITY COLLEGE
ROSEBURG, OREGON
Statement of Net Position - Budget Basis

<u>Assets</u>			
	December 31, 2016	December 31, 2015	% change
Current assets:			
Cash and investments	\$ 8,852,821	\$ 13,049,584	-32.16%
Receivables, net of allowance for uncollectibles:			
Property Taxes	354,462	351,659	0.80%
Accounts/grants	3,342,588	2,992,995	11.68%
Accounts Receivable - Due from Foundation	5,241,905	5,352,379	-2.06%
Inventories	212,112	384,326	-44.81%
Prepaid expenses	184,331	156,926	17.46%
Total current assets	18,188,218	22,287,869	-18.39%
 <u>Liabilities</u>			
Current liabilities			
Accounts payable	44,047	176,267	-75.01%
Accounts payable - Due To Foundation	5	72	-93.06%
Payroll liabilities	1,359,801	1,595,836	-14.79%
Unearned revenue	709,628	709,779	-0.02%
Total current liabilities	2,113,481	2,481,955	-14.85%
 <u>Net Position</u>			
Net Position by Fund Groups			
General Fund	6,419,365	6,654,395	-3.53%
Capital Project Fund	80,151	3,768,420	-97.87%
Debt Service Fund	8,058,391	7,823,059	3.01%
Financial Aid Fund	266,399	114,559	132.54%
Grants & Contracts	(41,037)	(191,725)	-78.60%
Administratively Restricted Funds	1,135,275	1,022,114	11.07%
Insurance Fund	188,578	273,707	-31.10%
Agency Funds	25,167	41,939	-39.99%
Internal Service Funds	6,892	(30,400)	-122.67%
Enterprise Funds (Bookstore, Catering, Cafeteria)	(64,443)	329,847	-119.54%
Total net position	16,074,738	19,805,914	-18.84%
Total current liabilities and net position	\$ 18,188,218	22,287,869	-18.39%

UMPQUA COMMUNITY COLLEGE
ROSEBURG, OREGON
Statement of Revenues, Expenses, and Changes in Net Position
Budget Basis

	December 31, 2016	December 31, 2015	% change
Operating revenues:			
Tuition and fees	\$ 5,513,462	\$ 5,398,095	2.14%
Federal student financial aid	2,440,000	2,619,875	-6.87%
Federal grants and contracts	454,911	439,825	3.43%
State grants and contracts	1,607,887	659,872	143.67%
Nongovernmental grants and contracts	1,167,847	960,130	21.63%
Bookstore & food service sales	676,781	678,963	-0.32%
Other operating revenue	386,719	347,395	11.32%
Total operating revenue	<u>12,247,607</u>	<u>11,104,156</u>	<u>10.30%</u>
Operating expenses:			
Instruction	4,335,048	4,083,894	6.15%
Instructional support	1,317,538	1,276,656	3.20%
Student services	2,922,240	2,880,487	1.45%
College support services	3,139,416	2,628,545	19.44%
Community service	84,132	67,813	24.06%
Student financial aid	3,635,957	3,578,504	1.61%
Debt Service	522,103	534,072	-2.24%
Plant and operations	1,016,702	1,024,747	-0.79%
Facilities acquisition / construction	2,745,090	4,150,036	-33.85%
Total operating expenses	<u>19,718,226</u>	<u>20,224,755</u>	<u>-2.50%</u>
Operating gain / (loss)	<u>(7,470,619)</u>	<u>(9,120,599)</u>	<u>18.09%</u>
Non-operating Revenues-(expenses)			
State community college support	5,258,219	5,171,925	1.67%
Property taxes	3,247,604	3,067,552	5.87%
Investment Income	26,165	22,400	16.81%
Total non-operating revenues-(expenses)	<u>8,531,988</u>	<u>8,261,877</u>	<u>3.27%</u>
Capital State Grant	2,398,229	-	
Change in net assets	3,459,598	(858,721)	-502.88%
Net Position - beginning of year	<u>12,615,139</u>	<u>20,664,635</u>	<u>-38.95%</u>
Net Position - end of period	<u>\$ 16,074,738</u>	<u>\$ 19,805,914</u>	<u>-18.84%</u>

UMPQUA COMMUNITY COLLEGE
Roseburg, Oregon
Schedule of Revenues, Expenditures and Changes in
Fund Balance-Budget and Actual
GENERAL FUND
For period ending December 31, 2016

	Budgeted Amounts		Actual Amounts	Variance With Final Budget Positive (Negative)
	Original	Final		
Revenue:				
Property taxes	\$ 3,478,792	\$ 3,478,792	\$ 3,247,604	\$ (231,188)
Tuition and fees	6,079,039	6,079,039	4,022,286	(2,056,753)
State Appropriation	10,468,821	10,468,821	5,258,219	(5,210,602)
Intergovernmental grants - state and federal	2,700	2,700	-	(2,700)
Interest income	30,000	30,000	24,784	(5,216)
Other	200,000	200,000	63,144	(136,856)
Total revenues	20,259,352	20,259,352	12,616,037	(7,643,315)
Expenditures:				
Instruction	8,894,544	8,894,544 (1)	3,506,451	5,388,092
Instruction Support	1,586,796	1,586,796 (1)	788,611	798,184
Student Services	1,824,603	1,824,603 (1)	838,523	986,080
College Support Services	7,002,659	7,002,659 (1)	3,303,242	3,699,417
Financial Aid	750,000	750,000 (1)	266,591	483,409
Contingency	1,775,042	1,775,042 (1)	-	1,775,042
Total expenditures	21,833,642	21,833,642	8,703,418	13,130,224
Revenues over-(under) expenditures	(1,574,290)	(1,574,290)	3,912,620	5,486,910
Other financing sources-(uses)				
Transfers in	350,000	233,200	-	(233,200)
Transfer out	(2,129,418)	(2,129,418) (1)	(1,103,277)	1,026,141
Total other financing sources-(uses)	(1,779,418)	(1,896,218)	(1,103,277)	792,941
Net change in fund balance	(3,353,708)	(3,470,508)	2,809,343	6,279,851
Fund balance - July 1, 2016	3,353,708	3,470,508	3,610,022	139,514
Fund Balance - December 31, 2016	\$ -	\$ -	\$ 6,419,365	\$ 6,419,365

(1) Appropriation level

UMPQUA COMMUNITY COLLEGE
Roseburg, Oregon
Schedule of Revenues, Expenditures and Changes in
Fund Balance-Budget and Actual
CAPITAL PROJECTS FUND
For period ending December 31, 2016

	<u>Budgeted Amounts</u>		<u>Actual</u> <u>Amounts</u>	<u>Variance With</u> <u>Final Budget</u> <u>Positive</u> <u>(Negative)</u>
	<u>Original</u>	<u>Final</u>		
Revenue:				
Interest income	\$ 37,609	\$ 37,609	\$ -	\$ (37,609)
State Grant	9,412,391	9,412,391	2,398,229	(7,014,162)
Nongovernmental Grants & Contracts	-	-	65,591	65,591
Total revenues	<u>9,450,000</u>	<u>9,450,000</u>	<u>2,463,819</u>	<u>(6,986,181)</u>
Expenditures:				
Facilities acquisition / construction	<u>9,960,000</u>	<u>9,960,000</u> (1)	<u>2,745,090</u>	<u>7,214,910</u>
Total expenditures	9,960,000	9,960,000	2,745,090	7,214,910
Revenues over-(under) expenditures	<u>(510,000)</u>	<u>(510,000)</u>	<u>(281,271)</u>	<u>228,729</u>
Other financing sources-(uses)				
Transfers in	<u>250,000</u>	<u>250,000</u>	<u>125,000</u>	<u>(125,000)</u>
Total other financing sources-(uses)	<u>250,000</u>	<u>250,000</u>	<u>125,000</u>	<u>(125,000)</u>
Net change in fund balance	(260,000)	(260,000)	(156,271)	103,729
Fund balance - July 1, 2016	<u>260,000</u>	<u>260,000</u>	<u>236,422</u>	<u>(23,578)</u>
Fund Balance - December 31, 2016	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 80,151</u>	<u>\$ 80,151</u>

(1) Appropriation level

UMPQUA COMMUNITY COLLEGE
Roseburg, Oregon
Schedule of Revenues, Expenditures and Changes in
Fund Balance-Budget and Actual
DEBT SERVICE FUND
For period ending December 31, 2016

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Revenue:				
Tuition and Fees	452,531	452,531	316,843	(135,688)
Intergovernmental-state and federal	77,068	77,068	38,853	(38,215)
Interest income	10,000	10,000	1,381	(8,619)
	<u>539,599</u>	<u>539,599</u>	<u>357,077</u>	<u>(182,522)</u>
Expenditures:				
Debt service:				
Principal	575,000	575,000	(1) -	575,000
Interest	1,061,605	1,061,605	(1) 522,103	539,503
	<u>1,636,605</u>	<u>1,636,605</u>	<u>522,103</u>	<u>1,114,503</u>
Total expenditures	1,636,605	1,636,605	522,103	1,114,503
Revenues over-(under) expenditures	<u>(1,097,006)</u>	<u>(1,097,006)</u>	<u>(165,026)</u>	<u>931,980</u>
Other financing sources-(uses)				
Transfers in	1,243,196	1,243,196	621,598	(621,598)
	<u>1,243,196</u>	<u>1,243,196</u>	<u>621,598</u>	<u>(621,598)</u>
Net change in fund balance	146,190	146,190	456,572	310,382
Fund balance - July 1, 2016	<u>7,577,501</u>	<u>7,577,501</u>	<u>7,601,818</u>	<u>24,317</u>
Fund Balance - December 31, 2016	<u>\$ 7,723,691</u>	<u>\$ 7,723,691</u>	<u>\$ 8,058,391</u>	<u>\$ 334,700</u>

(1) Appropriation level

UMPQUA COMMUNITY COLLEGE
Roseburg, Oregon
Schedule of Revenues, Expenditures and Changes in
Fund Balance-Budget and Actual
FINANCIAL AID FUND
For period ending December 31, 2016

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Revenue:				
Intergovernmental - federal	\$ 17,185,233	\$ 17,185,233	\$ 2,440,000	\$ (14,745,233)
Intergovernmental - state	3,410,000	3,410,000	620,215	(2,789,785)
Local & Private Grants	<u>2,035,985</u>	<u>2,035,985</u>	<u>575,550</u>	<u>(1,460,435)</u>
Total revenues	22,631,218	22,631,218	3,635,765	(18,995,453)
Expenditures:				
Student Loans and Financial Aid	<u>22,631,218</u>	<u>22,631,218</u> (1)	<u>3,369,366</u>	<u>19,261,852</u>
Revenues over-(under) expenditures	<u>-</u>	<u>-</u>	<u>266,399</u>	<u>266,399</u>
Other financing sources-(uses)				
Transfers in	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	-	-	266,399	266,399
Fund balance - July 1, 2016	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balance - December 31, 2016	<u>\$ -</u>	<u>\$ -</u>	<u>266,399</u>	<u>\$ 266,399</u>

(1) Appropriation level

UMPQUA COMMUNITY COLLEGE
Roseburg, Oregon
Schedule of Revenues, Expenditures and Changes in
Fund Balance-Budget and Actual
SPECIAL PROJECTS FUND - GRANTS & CONTRACTS
For period ending December 31, 2016

	Budgeted Amounts		Actual Amounts	Variance With Final Budget Positive (Negative)
	Original	Final		
Revenue:				
Intergovernmental- federal	\$ 2,612,211	\$ 2,759,701	\$ 416,058	\$ (2,343,643)
Intergovernmental-state	2,517,482	3,289,224	987,672	(2,301,552)
Nongovernmental grants and contracts	898,394	1,042,144	495,888	(546,256)
Other	-	-	-	-
Total revenues	6,028,087	7,091,069	1,899,618	(5,191,451)
Expenditures:				
Instruction	1,084,969	1,112,969 (1)	290,196	822,773
Instruction Support	1,140,933	1,194,552 (1)	250,116	944,436
Student Services	2,958,520	2,990,511 (1)	948,742	2,041,769
College Support Services	960,337	1,909,710 (1)	476,157	1,433,553
Total expenditures	6,144,760	7,207,742	1,965,211	5,242,531
Revenues over-(under) expenditures	(116,673.00)	(116,673)	(65,593)	51,080
Fund balance - July 1, 2016	116,673	116,673	24,556	(92,117)
Fund Balance - December 31, 2016	\$ -	\$ -	\$ (41,037)	\$ (41,037)

(1) Appropriation level

UMPQUA COMMUNITY COLLEGE
Roseburg, Oregon
Schedule of Revenues, Expenditures and Changes in
Fund Balance-Budget and Actual
ADMINISTRATIVELY RESTRICTED FUND
For period ending December 31, 2016

	Budgeted Amounts		Actual Amounts	Variance With Final Budget Positive (Negative)
	Original	Final		
Revenue:				
Tuition and fees	\$ 2,062,215	\$ 2,062,215	\$ 1,174,288	\$ (887,927)
Intergovernmental - state and federal	1,800	1,800	-	(1,800)
Local/Private Grants & Contracts	109,188	109,188	30,819	(78,369)
Other	1,099,085	1,090,994	262,846	(828,148)
Total revenues	3,272,288	3,264,197	1,467,952	(1,796,245)
Expenditures:				
Instruction	2,058,784	2,058,784 (1)	538,402	1,520,382
Instruction Support	807,552	807,552 (1)	278,811	528,741
Student Services	1,150,278	1,150,278 (1)	259,963	890,315
College Support Services	300,315	300,315 (1)	136,564	163,751
Community Services	81,669	81,669 (1)	84,132	(2,463)
Contingency	20,000	20,000 (1)	-	20,000
Total expenditures	4,418,598	4,418,598	1,297,871	3,120,727
Revenues over-(under) expenditures	(1,146,310)	(1,154,401)	170,081	1,324,482
Other financing sources-(uses)				
Transfers in	245,888	245,888	167,012	(78,876)
Transfers Out	(6,500)	(6,500) (1)	-	6,500
Total other financing sources-(uses)	239,388	239,388	167,012	(72,376)
Net change in fund balance	(906,922)	(915,013)	337,093	1,252,106
Fund balance - July 1, 2016	906,922	915,013	798,181	(116,832)
Fund Balance - December 31, 2016	\$ -	\$ -	\$ 1,135,275	\$ 1,135,275

(1) Appropriation level

UMPQUA COMMUNITY COLLEGE
Roseburg, Oregon
Schedule of Revenues, Expenditures and Changes in
Fund Balance-Budget and Actual
INSURANCE FUND
For period ending December 31, 2016

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Revenue:				
Interest	\$ -	\$ -	\$ -	\$ -
Expenditures:				
College Support Services	560,000	560,000 (1)	180,468	379,532
Contingency	-	- (1)	-	-
Total expenditures	560,000	560,000	180,468	379,532
Revenues over-(under) expenditures	(560,000)	(560,000)	(180,468)	379,532
Other financing sources-(uses)				
Transfers in	355,334	355,334	177,667	(177,667)
Net change in fund balance	(204,666)	(204,666)	(2,801)	201,865
Fund balance - July 1, 2016	204,666	204,666	191,379	(13,287)
Fund Balance - December 31, 2016	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 188,578</u>	<u>\$ 188,578</u>

(1) Appropriation level

UMPQUA COMMUNITY COLLEGE
Roseburg, Oregon
Schedule of Revenues, Expenditures and Changes in
Fund Balance-Budget and Actual
AGENCY FUNDS
For period ending December 31, 2016

	Budgeted Amounts		Actual Amounts	Variance With Final Budget Positive (Negative)
	Original	Final		
Revenue:				
Other	\$ 24,850	\$ 24,850	\$ 2,586	\$ (22,264)
Expenditures:				
Student Services	95,779	95,779 (1)	13,995	81,784
Contingency	-	- (1)	-	-
Total expenditures	95,779	95,779	13,995	81,784
Revenues over-(under) expenditures	(70,929)	(70,929)	(11,409)	59,520
Other financing sources-(uses)				
Transfers in	41,500	41,500	12,000	(29,500)
Net change in fund balance	(29,429)	(29,429)	591	30,020
Fund balance - July 1, 2016	29,429	29,429	24,576	(4,853)
Fund Balance - December 31, 2016	\$ -	\$ -	\$ 25,167	\$ 25,167

(1) Appropriation level

UMPQUA COMMUNITY COLLEGE
Roseburg, Oregon
Schedule of Revenues, Expenditures and Changes in
Fund Balance-Budget and Actual
INTERNAL SERVICE FUND
For period ending December 31, 2016

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance With Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Revenue:				
Tuition and Fees	\$ -	\$ -	\$ 44	\$ 44
Other	165,000	165,000	58,143	(106,857)
Total revenues	165,000	165,000	58,188	(106,812)
Expenditures:				
College Support Services	190,000	190,000 (1)	59,688	130,312
Contingency	-	- (1)	-	-
Total expenditures	190,000	190,000	59,688	130,312
Revenues over-(under expenditures)	(25,000)	(25,000)	(1,500)	23,500
Net change in fund balance	(25,000)	(25,000)	(1,500)	23,500
Fund balance - July 1, 2016	25,000	25,000	8,392	(16,608)
Fund Balance - December 31, 2016	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,892</u>	<u>\$ 6,892</u>

(1) Appropriation level

UMPQUA COMMUNITY COLLEGE
Roseburg, Oregon
Schedule of Revenues, Expenditures and Changes in
Fund Balance-Budget and Actual
ENTERPRISE FUNDS
For period ending December 31, 2016

	Budgeted Amounts		Actual Amounts	Variance With Final Budget Positive (Negative)
	Original	Final		
Revenue:				
Sales	\$ 2,259,003	\$ 2,296,003	676,781	\$ (1,619,222)
Interest income	-	-	-	-
Total revenues	2,259,003	2,296,003	676,781	(1,619,222)
Expenditures:				
Student Services	2,505,303	2,507,303 (1)	861,017	1,646,286
Contingency	100,000	100,000 (1)	-	100,000
Total expenditures	2,605,303	2,607,303	861,017	1,746,286
Revenues over-(under) expenditures	(346,300)	(311,300)	(184,236)	127,064
Other financing sources-(uses)				
Transfer out	(350,000)	(233,200) (1)	-	233,200
Total other financing sources-(uses)	(350,000)	(233,200)	-	233,200
Net change in fund balance	(696,300)	(544,500)	(184,236)	360,264
Fund balance - July 1, 2016	544,500	544,500	119,793	(424,707)
Fund Balance - December 31, 2016	\$ (151,800)	\$ -	\$ (64,443)	\$ (64,443)

(1) Appropriation level