

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. 11 BOARD OF TRUSTEES MEETING MAR. 8, 2017; 3:00 P.M., Board Room
Work Session: Industrial Technology Center Capital Campaign; 2:00 P.M.**

A G E N D A

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 1-4 |

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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| 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.	FOCUS PRESENTATION		
	A. Online and Hybrid Classes	Jeanine Lum & Dan Wright	p 5
VIII.	REPORTS		pp 6-17
	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	
	H. Board Goals	Chair Becker	
IX.	OLD BUSINESS		
	A. Audit Report for FY 2015-16	Rebecca Redell	p 18
X.	NEW BUSINESS		
	A. Charley's Place	Andy Swan	pp 19-20
	B. First Reading of Policy	Dan Yoder	pp 21-23
	C. Student Services Fee Adjustment Request	David Farrington	p 24
	D. Admin. Procedure 344 – Academic Freedom	Martha Joyce	pp 25-26
	E. Instructional Fee Adjustment Request	Martha Joyce	p 27
	F. Mission Statement and Core Themes	Martha Joyce	p 28
	G. Academic Calendar 2017-2018	Martha Joyce	pp 29-30
	H. Suspending Fitness Technician Certificate	Martha Joyce	pp 31
	I. Suspending Para-Educator Certificate	Martha Joyce	pp 32
	J. Resolution No. 17, Approval to Spend Funds	Rebecca Redell	pp 33-34
XI.	BOARD COMMENTS	Chair Becker	
XII.	ADJOURNMENT	Chair Becker	

NEXT BOARD MEETING:

- Board Meeting, April 12, 2017, 3:00 pm, Board Room

IMPORTANT DATES:

- Sutherlin Chamber First Citizens Banquet, Mar. 11, Lang Center, 5-8:30 pm
- OCCA Legislative Summit, March 22 & 23, Salem

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.

**UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
February 8, 2017**

The Umpqua Community College Board of Trustees met on Wednesday, February 8, 2017, 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, and Wendy Weikum
Director excused: Betty Tamm

Others present:

Debra Thatcher	Martha Joyce	Natalya Brown	Jeri Frank	Vera Westbrook
Robynne Wilgus	Craig Jackson	Michelle Bergmann	Ali Lape	Jennifer Lantrip
Jason Aase	Sue Cooper	Becky Kipperman	Paula Usrey	
Rebecca Redell	Clay Baumgartner	Carol McGeehon	Steve Loosley	
David Farrington	Xiana Smithhart	Cathy Chapman	Tiffany Coleman	

Consent Agenda

- A. Minutes of College Board Meeting of Jan. 11, 2017

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

Changes to the Agenda – Expansion for Athletic Programs will be presented at the beginning of the Reports section.

Citizen Comments – there were none

Focus Presentations

Paula Usrey, Associate Professor of Communication, thanked the Board and others for her sabbatical opportunity. An executive summary was distributed and copies of the full report, Gendered Communication, Women and STEM: Recruitment and Retention Challenges and Strategies, were available. Ms. Usrey reviewed the project, findings, and recommendations. The Board thanked her for sharing the information.

Clay Baumgartner, Department Chair for the Engineering/CIS programs, explained that the Forestry and Natural Resources programs share common core courses; both programs must be successful in order for either to be viable. The programs were developed with the assistance of a task force comprised of local partners. There are five degree options which align with Oregon State University’s College of Forestry: Forest Engineering, Forest Engineering/Civil Engineering, Forest Management, Forest Operations, Forest Landscape Processes, and Natural Resources. Mr. Baumgartner appreciated UCC’s support, internal coordination, and the external community support and partnerships. Dir. Rusch added that she graduated from UCC in 1974 with a degree in forestry and is glad to see the program back.

REPORTS

- **ASUCC:** Ali Lape, ASUCC President, thanked Dr. Thatcher for the recent letter to students, faculty, and staff. An update on recent activities was provided. Interviews will be held for Senator and Activities positions.

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- **ACEUCC:** Becky Kipperman, ACEUCC Secretary, said the Classified Executive Leadership Team is developing a Public Relations Team and a Negotiations Team. Over 30 staff members have used Professional Development Funds. The association is concerned about the budget and appreciate the increased transparency this year.
- **UCCPTFA:** Jeri Frank, UCCPTFA President, extended appreciation for the safety training that was held in late January; a follow-up training that included a participatory component would also be appreciated. An Oregon Education Association representative, Bruce Sherer, will be on campus February 15 presenting information on bargaining. Part-time faculty will have a general meeting in March. There is a continued commitment to keep their members informed and involved.
- **UCCFA:** Jennifer Lantrip reported that faculty are making preparations for the next term and are continuing their efforts of working with students impacted by Oct. 1. Other faculty efforts include: budget preparations, submission of training requests for Professional Development and Perkins funding, children's summer camps through Community Ed, and high school Engineering and Science events. A few faculty members have applied to be speakers at this summer's TEDx event in Roseburg.
- **PRESIDENT:** Dr. Thatcher encouraged the viewing of UCC's new athletic webpage. Tiffany Coleman, Director of Communications and Marketing, was introduced.
 - *Legislative News:* The Ways & Means Committee Roadshow is in Eugene on Feb. 25. OCCA Legislative Days will be on March 22 & 23. OCCA offers various webinars including one about the legislative process on Feb. 21. Weekly legislative update calls by OCCA take place on Mondays. The state budget is still being developed; additional funding is needed for community colleges and the Oregon Promise.
 - *Equity:* It doesn't mean treating everyone same. Ten people recently attended the HECC Equity Leadership Summit. As the college moves into strategic planning there will be consideration of how to use equity as a way for students to be successful. A letter was recently sent to the campus in response to national issues and what they mean locally for students feeling safe and secure. Campus chats with Dr. Thatcher have been scheduled twice a month for open conversations.
 - *Accreditation:* The Commission accepted the fall report. The spring report is in the midst of being developed and will focus on governance and the mission and core themes.
 - *Other:* Consultants are on campus this week developing a dashboard that will include high level information. Dr. Elizabeth Cox Brand, the Executive Director of the Oregon Student Success Center, will be on campus March 1 as a part of her statewide listening tour. The Provost search is going incredibly well.
- **OCCA:** The OCCA Board met on January 19 at Chemeketa Community College. Dir. Lathrop reported on their approval of the 2015-16 audit, annual goals, and legislative and regulatory policy positions for this legislative session. When thinking about budget requests, keep three things in mind when talking to legislators: affordability, student stories, and student success efforts. OCCA will have training on March 22 for having conversations with legislative leadership. Dir. Bell encouraged thanking legislators for their past support of education.
- **Recovery:** The Memorial Committee meeting has been rescheduled for February 23 at 3:00 pm. Chair Becker emphasized that no decisions have been made since there hasn't been a meeting yet.

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- **Snyder:** The project will be going out for a bid since Andersen was unable to meet the construction costs. The building design has been finalized but no other contracts have been settled.
- **UCC Strong:** Dir. Weikum shared the UCC Strong Committee's thinking in distributing the remaining account funds. They gave \$170,000 to those physically injured and to families of the deceased. The \$130,000 balance will be used for community healing needs. It has been a well-working Board of people who care and want to be sure to do the right thing with donor funds, and also toward those who suffered from October 1.
- **Other:** Chair Becker said the Douglas County Responders First Foundation received one of the federal Department of Justice (DOJ) grants, and will be used to run a crisis debrief session for October 1 first responders. Dr. Thatcher explained there is DOJ funding for an accommodations specialist and a mental health therapist. Chair Becker said the Sheriff's office is still waiting for the impending investigation report.

OLD BUSINESS – there was none.

NEW BUSINESS

Board approval was requested to appoint the following Budget Committee members to three-year terms (July 2015-June 2018):

- Zone 1: Dir. Tamm recommends re-appointment of Hop Jackson
- Zone 4: Dir. Rice recommends re-appointment of Sally Dunn
- Zone 7: Chair Becker recommends re-appointment of Janet Morse

Motion: **I move for approval of the Budget Committee membership as presented. Motion by Dir. Bell, seconded by Dir. Rice and carried unanimously.**

Referring back to information shared in the focus presentation at the December Board meeting, Craig Jackson, Director of Athletics, requested Board approval for additional athletic programs: Men's and Women's Cross Country, Men's and Women's Wrestling, and Men's and Women's Obstacle Course Racing. There was discussion regarding the practicality of some of the sports. Mr. Jackson explained his feasibility research, the potential of net revenue, and fundraising and volunteer expectations. Chair Becker indicated this plan seems to have a low risk factor with great opportunities.

Motion: **I move for approval of adding Men's and Women's Cross Country, Men's and Women's Wrestling, and Men's and Women's Obstacle Course Racing as presented. Motion by Dir. Weikum, seconded by Dir. Rice and carried unanimously.**

Resolution No. 16 – Approval to Spend Funds

Rebecca Redell, Vice President of Financial Services/CFO, presented Resolution No. 16, Approval to Spend Funds, to increase appropriation in the Special Revenue Fund – Grants and Contracts. UCC was awarded \$9,000 from the Higher Education Coordinating Commission for work on data quality and \$2,878.36 from Linn Benton Community College for Open Educational Resources work.

Motion: **I move to approve Res. No. 16, Approval to Spend Funds, as presented. Motion by Dir. Rusch, seconded by Dir. Bell and carried unanimously.**

**College Board Minutes
Feb. 8, 2017**

Sue Cooper, Human Resources Systems and Benefits Coordinator, requested Board approval for two early retirement requests. Dan Yoder, Director of Information Technology, is requesting early retirement effective June 30, 2017. He is also requesting early retirement benefits as per UCC Board Policy 326, effective July 1, 2017. Mr. Yoder has worked for UCC full time for 32 years as of June 25, of this year. Mr. Yoder is also requesting the option to continue employment, as allowed under PERS rules, in his current capacity for a period to be determined later. Mr. Yoder has served and supported students, staff and community members during his time at the College. Dr. Kenneth Carloni, Science Department Chair and Instructor, is requesting early retirement from PERS effective December 1, 2017. Dr. Carloni requests to continue teaching through the end of the 2017-2018 academic year, with intentions of becoming an adjunct professor. Hired full time in September, 1991, Dr. Carloni has provided over 25 years of service to the College.

Motion: I move for approval the early retirement requests for Dan Yoder and Dr. Kenneth Carloni, as presented. Motion by Dir. Lathrop, seconded by Dir. Rice and carried unanimously.

Board Comments

- Chair Becker requested the addition of Board Goals to the Reports section of the Board meetings. One of the goals, Board orientation and training plan, is a Board led process. The Board is also responsible for the President's evaluation; which will begin in the spring.
- Dir. Lathrop thanked the faculty for the opportunity to be in classes this afternoon. She attended Charles Young's History class.
- Dir. Weikum attended a painting class with Susan Rochester. It was fun to see what students are working on. Dir. Weikum enjoyed being in the classroom.
- Dir. Rice was thrilled to see the Nursing Department and their thankfulness to the Board, College, and community for the new facility.
- On Friday, February 17, the musical "Curtains" opens. Dir. Weikum encouraged attendance.

Meeting adjourned at 4:30 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: Res. No. 16

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

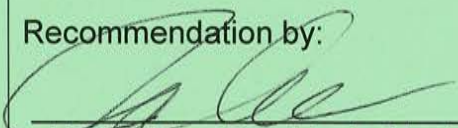
X Information Item
 Action Item

Subject: Focus Presentation

Date: March 8, 2017

Jeanine Lum and Dan Wright will present on Online and Hybrid Classes.

Recommendation by:



U.C.C. Vice President of Instruction

Approved for Consideration:



U.C.C. President

INSTRUCTIONAL BOARD REPORT
March, 2017
Jason Aase, Vice President of Instruction

The UCC Board of Trustees Goals are being addressed in the following ways:

1. Accreditation, strategic planning, governance changes, and policy development:
 - *The second Ad Hoc report and the Year one Self-Evaluation report were sent to the Northwest Commission for College and Universities (NWCCU) on March 1st. We also met with the Chief Assessment and Institutional Effectiveness Officer, and the Accreditation Liaison Officer for MHCC.*
 - *Instruction has been reviewing and revising all policies under our umbrella.*

Missy Olson and Kira Oerman contacted all high schools, offering on-site transition assistance for incoming freshmen. Six high schools have currently responded, and visits are scheduled. Members of the Instructional Leadership Team attended the Student Success and Retention Conference.

Career & Technical Education; Jesse Morrow, Dean

- Debi Gresham, Assessment Coordinator, attended The Community College Conference on Learning Assessment as part of the Perkins Grant.
- Jesse Morrow and Katie Workman attended a Career Pathways Leadership Conference under the Career Pathways grant. The conference provided an excellent opportunity to network with people who work with Career Pathways in high schools, colleges and adult education programs.

Apprenticeship; Tracey Placido, Coordinator

- UCC Online and the Apprenticeship Program are successfully streaming online classes this term to electrician apprentices working or living out of town using the Zoom interface. This process allows apprentices in areas such as Coquille, Coos Bay, Brookings, Elgin, Eastern Oregon, and even Quincy, CA to participate in class via smart phones, tablets, laptops or desktop as long as there is high-speed internet access. **Outreach:** Met with representatives from Southport Lumber, Inc. who are interested in working with our apprenticeship program to train millwrights and manufacturing plant electricians.
- MA 4016 is the first apprenticeship program in Oregon to contract with a Tribe and allow the Tribe to have their own apprenticeship standard run under our Committee with Tribal member preference.

Automotive; John Blakely, Recruiter and Department Chair

- At the request of Toyota, UCC's T-TEN program is going to run a Professional Certificate Program on Fridays and Saturdays for Toyota Technicians working at dealerships in their region.
- UCC's T-TEN program will graduate its first cohort since the program became stand alone. This is the first time ***the program has achieved zero attrition***, and all of the students are expected to graduate exceeding Toyota's requirements including ASE testing. With housing, the T-TEN program is able to target recruit students from the areas represented by dealer needs. For the 2017-18 school year 14 students have been screened and processed and 11 have been accepted by Toyota dealerships.
- At the T-TEN Regional Conference held in December John Blakely was re-elected to the Regional Chair position and as Secretary for the T-TEN National Governing Board.

Community and Workforce Training; Robin VanWinkle, Director

- In early February, the department hosted a full class of 12 students completing a Limited Pump Installation Specialty Course. Umpqua Community College is the only Oregon provider of this 30 hour training. Attendees are also eligible for Onsite Installer, Oregon BCD and Well Driller continuing education hours.

Dental Assisting; Tamara Loosli, Program Lead

- Thanks to our Patterson representative Brent Barr, a generous donation from Dr. Bruce Mitchell from Medford Oregon, and UCC's maintenance department and IT specialists, the Dental Assisting Lab now has a new to us digital panoramic unit.

Fire Science; Joel King, Coordinator

- The Fire-blast Trailer spent January at the Myrtle Creek Fire District. It has been moved to Douglas County Fire District #2, Station 3 for the next two months. During this time the FRP 121B class will use it as part of their training, leading to Firefighter 1 Certification. There are eight students in the course.

Nursing; April Myler, Director and Department Chair

- Patrice Coate, course Lead for IP, has been working in the community to train new Clinical Teaching Associates (CLAs) which work 1:1 with students for 190 hours of clinical experience. Interviews are being scheduled now for students to ensure the best “placements” while also providing interview practice once they graduate from UCC.
- April Myler and Patrice Coate visited the OSBN on February 16th to present the NCLEX Improvement plan. We are moving in the right direction and working as a team to promote student success.

Fine and Performing Arts:

- Faculty members Susan Rochester (FPA) and Paula Usrey (Communications) developed and are teaching a free workshop for transfer students. The description of the workshop is: Using visual journaling, participants will gain a more focused picture of their internal compass by using an intuitive, “deeper than words” process.
- Fulbright-Hays grant: Susan Rochester will be a participant in a US Department of Education Fulbright-Hays Group Project Abroad seminar project in North Cyprus from July 2 – July 30, 2017. The seminar, entitled “Turkey in Flux: the Ebb and Flow of History,” will enable participants to focus on contemporary social, economic, and political issues facing both ordinary citizens and governance within the context of North Cyprus’s and Turkey’s long civilization.
- Human Services: On February 10, Human Services faculty, including Jan Woodcock and Sandra Angeli-Gade along with Jason Aase and Martha Joyce, met with administrators and staff from Portland State University’s (PSU) Bachelor’s in Social Work (BSW) program. PSU is interested in offering a BSW cohort program on the UCC campus where students from southwest Oregon would travel to campus 1 or 2 days per week to do the face-to-face portion of their coursework. PSU and UCC are in the initial exploratory phase of this endeavor with rollout slated for fall 2018.

Math: No Report**Social Science:**

- The Spanish Club, ASUCC, and advisor Nick Tratz bring Miracle Theatre (Teatro Milagro) back to UCC to perform their bilingual (Spanish/English) play “El Payaso” on Wednesday, March 1st at 3:30pm in Whipple Centerstage Theatre. The play is rated ‘PG’ and is free and open to the public.

Humanities:

- Jill Michell arranged for UCC to host the Oregon Writing and English Advisory Committee (OWEAC) meeting. College writing faculty from community colleges and universities throughout the state attended the meeting. OWEAC reviews writing outcomes and recommends outcomes updates.

Science:

- The Geology Club, advised by Karen Carrol, is planning a fundraiser for a field trip to Yellowstone.

PE: No Report**Learning Skills:**

- Learning Skills is actively advising its various cohort members and implementing mentoring and tracking of its students with the goal of improved retention and success.

Education: No Report**The Sothern Oregon Wine Institute; Andy Swan, Co-Director**

- Final reporting is complete for the JRWA (Jobs, Ready, Willing, and Able) Grant through the AACC.
- Andy Swan and Martha Joyce attended the WDI conference on January 24-28. Many useful contacts were made and many ideas brought back to help improve the program and secure additional grants.

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

- Jesse Morrow, Missy Olson, David Farrington and Kristi Hurt participated in a Career Pathways site visit with state director, Ali Mageehon. We will accomplish the majority of the deliverables by June 30.
- Begun planning Spring College Signing Day event with Kira Oerman and GEAR-UP Oregon.

- Kristi Hurt and Missy Olson presented in GED classrooms about Career Pathways and transitioning to college.
- Participated in DCPSS event with high school partners around understanding the preparation and supports for county youth in planning for next steps after high school.
- Participated in Roseburg Project Leadership panel about education in Douglas County.

UCC Online

- Ran sharing session with peer presenters Dustin Crosby on using Blackboard Collaborate and Mick Davis on using clickers in the classroom.

Adult Basic Skills; Andre' Jacob, Department Chair

- Awarded \$45,012 for GED Wraparound Services in a competitive state grant. This funding pays for students' GED tests, bus passes, class tuition, childcare, class materials, and marketing efforts.

Library and Success Center; Carol McGeehon, Director

- Library staff attended the "Improving Productivity by Rethinking Company Culture" on February 15
- Success Center conducted tutor training on January 28th and February 4th.

Assessment; Debi Gresham, Assessment Coordinator

- Faculty submitting syllabi for review of course level student learner outcomes.
- Amy Fair, Crystal Sullivan, Jeanine Lum, Dan Wright, and Debi Gresham are working on a syllabus taskforce to identify key syllabus components and make recommendations for a syllabus template.
- Becky Kipperman, Karen Carroll, Elizabeth Bastian, and Debi Gresham are working on an exit interview taskforce to develop a series of questions/survey for graduating students.
- Assessment Coordinator created a series of training videos to share with the campus community. Three of them have been published through the Umpqua Updates.

STUDENT SERVICES

March 2017

David Farrington, Interim Vice President & Registrar

The UCC Board of Trustees Goal(s) are being addressed in the following ways:

1. Student success efforts:
 - Enrollments Services is using social media to connect with students these days. Thanks to the hard work of folks in the office (kudos to Leanna Chapman) we now have 1,026 students getting text alerts about important deadlines.
 - This week Enrollment Services began our use of Instant Messaging from our admissions webpage. Prospective students can now send instantaneous messages to one of our admissions reps when they have a question (during off hours it allows the student to send an e-mail).
 - First Year Experience (FYE): a small team was gathered to re-envision and implement a multi-part FYE program. We launched the first three components of this new program in February:
 - 20-25 student, two-hour, on-campus Student Orientations – key goals are better connecting students with staff and the campus, as well as providing more personalized, hands-on training in the use of online tools and resources.

Advising, Testing, & Accessibility Services, Brian Tiemeier, Director

- FYE Seminars – key goals are better connecting students with the campus community, as well as providing equipping in learning strategies, study skills, financial resources, and decision making.
- FYE Newsletter – key goals are reminding students of key dates and deadlines, as well as campus resources and activities. The first newsletter went out Wednesday Feb. 1st with a 25.8% open rate (2.2% of these utilized an embedded link), 4.6% bounce rate, and zero (0) unsubscribes.

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

Educational Talent Search

The focus at this point in the year is on staying on track with academics, conducting mid-point credit evaluations and action plans with our ETS students. We are also heavily focused on completing scholarship applications with many of them due within the next month. We continue to recruit, getting ever closer to our goal. We also continue to support our partners, and that has led to even some cooperation in the recruitment. At this point, I would like to thank the efforts of South Umpqua High School for the great teamwork that we are engaged in.

Upward Bound

Like Educational Talent Search, Upward Bound has been busily working with students in keeping our students on track academically, and also focusing heavily on scholarship applications getting completed to offer the students every possible opportunity for success at the post-secondary level. Recruiting is still active with this program, and working ever closer to our target number of students to assist. And, on behalf of the Upward Bound program, I would also like to extend a hearty thank you to South Umpqua School for the recent great teamwork efforts in supporting our students.

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.

- OSAC and UCC scholarships are open and TRiO employees have been emailing, calling and posting announcements. We have spent the entire month actively engaged in scholarship assistance and support.
- Feb. 25th is National TRiO day, and we are collecting letters from students and staff discussing what TRiO means to them. We will compile all these letters along with TRiO alumni success stories to send to every Oregon legislature to protect TRiO funding as it is precarious with the current executive administration and congress membership. These federal grants really do make a difference and we plan to demonstrate that.

Title III, Dr. Cynthia Horkey, Project Manager

- The Early Alert Referral System has been in place since September 1, 2016. To date, there have been 693 referrals for 433 students. Of the 692 referrals, 680 have been Academic, 24 have been for Student of Concern, and 18 have been Counseling referrals. *(Note: each student may have more than one referral.)*
- The AdvisorTrac/TutorTrac/SAGE Users Group have met regularly to discuss improvements to the system and to the processes. The budget for Year 4 of the Title III Grant has been approved by the Federal Officer.
- The required annual evaluation report has been finalized and sent to the Federal Officer.

FINANCIAL SERVICES BOARD REPORT

March 2017

Rebecca Redell, Vice President of Financial Services/CFO

The UCC Board of Trustees Goals are being addressed in the following ways:

1. Accreditation, strategic planning, governance changes, and policy development:
 - Board Policy and Procedure: BP601 and AP601 and AP601.1 scheduled for second reading in Policy Committee 3/1/17.
 - Review of Bookstore policies and procedures has made it through the Policy Committee and will be reviewed by College Council this month.

2. Recovery efforts:
 - Snyder Reconstruction: Design Documents in final phase with the Architect. Construction Documents in process. Discussions have commenced around the type of construction contract to best suit the project. Timeline to publish the construction Solicitation is no later than early April.
 - Recovery grants were reviewed for expenditures status.

3. Student success efforts:
 - In the Bookstore, the student watch survey is currently active; we are receiving information about how students are purchasing their course materials and their preferences for the types of materials that work best for them.

Purchasing; Jules DeGiulio, Purchasing Administrator

- RFB for Chiller/Cooling Tower: Bids received, evaluated and Award made. Equipment due to arrive by mid-April. Installation plan in place.
- Financial Audit Services RFB: Bids received and will be opened and evaluated 2/27/17. Award expected to be made by 3/1.

Finance Office; Natalya Brown, Director of Accounting and Finance

- Request for Proposal for Financial services was issued February 3rd, 2017 with closing date of February 22, 2017. The Committee will start evaluation process soon.
- Work with DocuWare, electronic document management system, began to come up with a revised flow for Accounts Payable.
- The integrated Postsecondary Education Data System (IPEDS) reporting for Finance is in process of being finalized.
- EMSI Institutional data for Finance section is complete.

Bookstore; Mique Shoemaker, Bookstore Manager

- Book adoptions for Spring Term have been received and we are sourcing materials.
- Preparations are taking place to participate in Pack the Gym night.
- We are preparing for Spring Buy Back.

Special Events, Greg Smith, Food Services Director

- River Rush Catering from the college is participating in "The Greatest of the Grape" food and wine pairing challenge at Seven Feathers on March 4th. Opportunity for marketing and community involvement.
- Investing in Jacoby Auditorium infrastructure. Purchasing and installing new scrolling color changer lighting system last changed 14 years ago.
- Updating location of speakers and wireless antennae in Lang Event Center for better acoustics for speaking engagements and better wireless Microphone coverage.

HUMAN RESOURCES/PAYROLL BOARD REPORT

March, 2017

Lynn M. Johnson, Director of Human Resources

The UCC Board of Trustees Goals are being addressed in the following ways:

1. Data dashboard: data on student success, fiscal trends, and other relevant high level data points that will be at least quarterly: A process will be developed for inactivating employees who have remained in the HR/Payroll system but have not actually worked for a period of time. Cleaning up the database will assist in providing most accurate and up-to-date employee statistics.
2. Accreditation, strategic planning, governance changes, and policy development: Human Resources Generalist, Kelley Plueard, continues involvement with the Accreditation Committee. By the end of February, the College will be submitting the Spring 2017 ad hoc report on governance, resource transparency, mission/core themes, and collaboration to fulfill mission.
3. Recovery efforts: Lynn M. Johnson, Director of Human Resources, participated on a panel and presented at the *Disaster Behavioral Health Training*, February 9, Chemeketa Community College. This was done in partnership with Mandie Pritchard, Director of Campus Mental Health Recovery and Wellness, on the events of October 1, 2015, and how the event impacted Human Resources and Campus recovery post-traumatic event.
4. Student success efforts: The HR Department has provided a learning opportunity for a Cooperative Work Experience student. In working on a wide variety of HR projects, this student is providing much-needed assistance to the HR and Nursing departments. Most importantly, the student is gaining valuable skills for future successful employment opportunities.

Human Resources; Lynn M. Johnson, Director of Human Resources

- Recruitment: Provost and Executive Assistant to the Provost searches continue. First round of interviews have taken place for both. Provost candidates will be on campus the first two full weeks of March. Assistant to the Provost is anticipated to be determined by March 3. In other recruitment, two full time Nursing Instructor positions have been filled. One will begin Spring Term, and the second in Fall Term.
- Sue Cooper/HR Systems & Benefits Coordinator is working with the Oregon Educators Benefits Board (OEBB) Work Group to review current user reports to make them more user-friendly and incorporate needed data.
- Kelley Plueard/HR Generalist attended an *Identity Theft in the Workplace* seminar on February 10 presented by Rose Barker, Certified Risk Management Consultant, of Harvard Risk Management Corporation.
- February 15, Bruce Scherer, UniSERV Consultant – Community Colleges/Oregon Education Association, presented to the Administrative Team for 90 minutes, as well as the Department Chairs in a separate session, discussing the value of collective bargaining agreements. Mr. Scherer discussed the intention of the agreements to be strengthening and benefiting the working relationship between the two parties. Mr. Scherer addressed *Weingarten Rights* and how these rights apply during investigatory interviews. Discussion on what constitutes *Just Cause*, synopsis of the Part-Time Faculty Association contract, discussion of the complaint process and the similarity in all three contracts. Mr. Scherer closed the session with a review of the non-supervisory language in the Full-Time Faculty Collective Bargaining Agreement.
- VALIC Retirement Seminar was held on Campus February 23. Ryan Radloff, Financial Advisor, facilitated the discussion and answered employee's questions regarding retirement and financial planning.

- HR Generalist participated as a TRIO alumni in the *National Trio Day*, on February 25.
- Director of Human Resources will be attending the 15th annual Stoel Rives Labor and Employment Law Conference on March 1, in Portland, Oregon.
- Work is near completion on the IPEDS report due April 12, by HR Systems & Benefits Coordinator.
- New Employee Orientation will be schedule for mid-March.

Payroll; Lynn M. Johnson, Director of Human Resources

- 1095c's distributed February 24, 2017, in advance of the March 2, deadline.
- PERS Reconciliation on track, due 5, 2017.
- Payroll Manager/Yvonne Hernandez-Buchko continues the cross-training of Payroll Assistant Lisa Cram. Training continues to be successful and on-track with established timeline. Training completion target date is March 31, 2017. This assists the College with succession planning in the Payroll Department.

INFORMATIONAL TECHNOLOGY BOARD REPORT

March, 2017

Dan Yoder, Director

The UCC Board of Trustees Goals are being addressed in the following ways:

1. Data dashboard: data on student success, fiscal trends, and other relevant high level data points that will be at least quarterly:
 - Consulting in support of Crystal Reports Dashboard is complete and a draft dashboard with Student Success Indicators should be available for review in March.

2. Accreditation, strategic planning, governance changes, and policy development:
 - Institutional Research is currently providing support for strategic plan and accreditation indicator revisions and development projects.
 - Program reviews scheduled for 2016-17 are in progress.

3. Recovery efforts:
 - Completed the installation of new network fiber.
 - Completed the update of the network server system and network storage.
 - Network switches are on order to light up the new fiber providing a 10G network distribution layer.
 - Additional phases are scheduled for completion prior to June 30th.
 - The Public Address system configuration is in progress.
 - Cell phone booster system is in the process of being installed in the HNS building.
 - Technical support for Blue Light phone stations and completion of the perimeter lock system is ongoing.

Department: Information Technology, Dan Yoder Director

- IR
 - Winter Federal IPEDS reports have been submitted on time.
 - Data development and analysis in support of budget discussion projects are ongoing.
- Network
 - Completed the install of the network server farm and storage
 - Ordered switches and parts to connect network server farm and storage to the rest of campus from a 1G to a 10G communications distribution system.
- Management Information Systems
 - Applied regulatory patches for HR, Payroll, and Financial Aid
 - Applied updates and patches to Oracle to keep our systems secure and up to date
 - In the process of installing the Ellucian Solution Manager (ESM) as one of the steps requires to move to Banner 9
 - Working on the College systems Identity Management project toward setting up a Single Sign On (SSO) service.
- Other
 - Providing support for Docuware document imaging project for Admissions, HR/Payroll, Financial Aid, and Accounting/Finance offices.

FACILITIES BOARD REPORT
March, 2017
Jess Miller – Director of Facilities and Security

Maintenance

- Space Committee winding up final recommendations to Dr. Thatcher.
- Beginning coordination of Industrial Technology project with input from campus support, President, and Board of Trustees to be shared with architect to begin predesign work.
- Chiller and cooling tower has been ordered, Facilities, will self-perform the installation of a 16000 lb. 300 ton Chiller to replace Centrivac 275 ton chiller.

Security

- Reviewing Consultants to assist in development of new community inclusive emergency response plan.

Construction

- Working with Mahlum to continue construction drawings and prepare for hard bid.

UCCPTFA Board Report

March 2017

Jeri Frank, President, UCCPTFA

Thank you to Lynn Johnson for setting up two meetings on February 15 to share bargaining agreement information with administrators and department chairs. The three union presidents also attended both meetings. Bruce Scherer, our OEA consultant, did a great job of communicating important aspects of all three contracts, and there was also time for questions and discussion.

In winter term there are 124 part-time faculty members teaching classes, as shown on the list provided by Sue Cooper, as per our bargaining agreement specifications. Thank you to Sue for providing this information. Part-time instructors play a vital role in teaching nearly half of the credit classes offered at UCC. We are committed to providing excellent instruction and to supporting student success.

Our winter term General Membership meeting is scheduled for March 8. We are planning to hold a general membership meeting each term to vote on issues and keep our members informed and involved.

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON


Informational Item
 Action Item

Subject:
 Audit Report for FY 2015-16

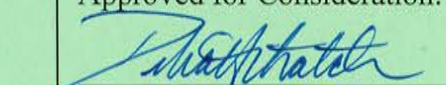
Date: 3/08/17

The Board requested to bring the 2015-2016 Annual Audit Report back for opportunity to ask questions if needed.

Recommended by: Rebecca Redell, CFO



Approved for Consideration:



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

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

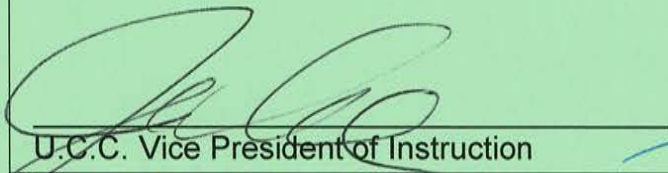

Information Item
 Action Item

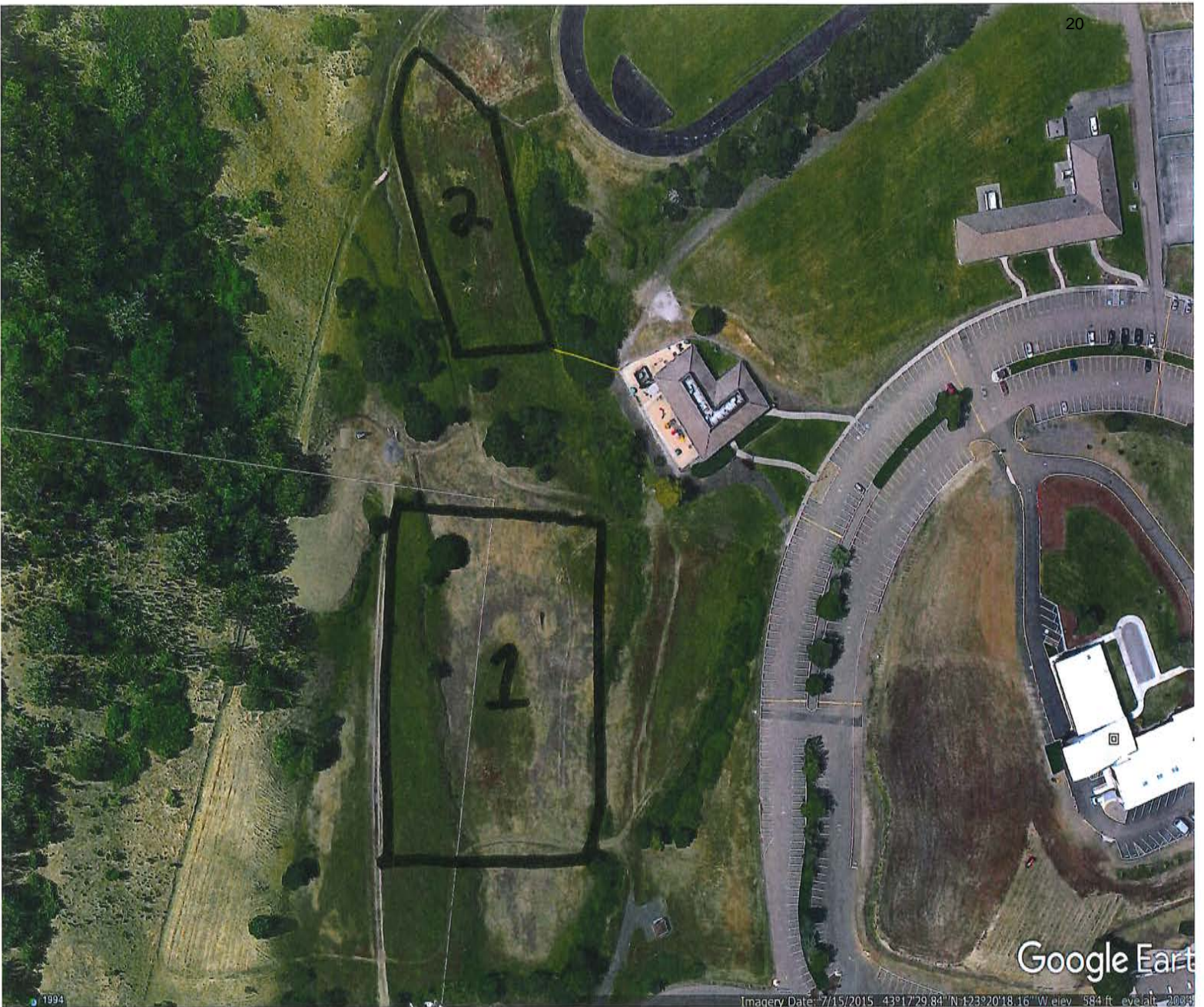
Subject: Charley's Place	Date: March 8, 2017
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On July 13, 2011, the UCC Board of Trustees approved the naming opportunity of a vineyard in honor of Charley Williams, who had a very close relationship with the wine industry. The naming was secured with a grant from Jim and Jane Ratzlaff of the Crane Creek Foundation.

Funding is now available to begin developing the vineyard teaching lab.

Board approval is requested for the establishment of "Charley's Place". The vineyard teaching lab will be located on the west side of campus. See the area indicated on the attached map.

Recommendation by:  U.C.C. Vice President of Instruction	Approved for Consideration:  U.C.C. President
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Proposed location Of Charlie Williams' Vineyard

Shown are proposed limits of blocks 1 and 2.

Distance (Line) between FCEC and Block 2 is 100 Feet.

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item

Action Item

Subject:
 1st Reading Proposed Policy

Date: March 8, 2017

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

Pol. #	Title
TBD	Student E-Mail Accounts

Presented as an "Information Item" is the associated administrative procedure:

AP #	Title
TBD	Student E-Mail Accounts

Recommendation by:

Dan Yoder

Approved for Consideration:

[Signature]

U.C.C. President



BOARD POLICY

BOARD POLICY SERIES NUMBER:

TITLE: STUDENT E-MAIL ACCOUNTS

Umpqua Community College provides an e-mail account to each student which serves as the official vehicle of communication from the College.

Umpqua Community College reserves the right to suspend student access to and/or permanently delete student e-mail accounts for violations of Board Policy 348 Information Technology Acceptable Use, or if an account is not accessed or used within a time period set by the College.

The Director of Information Technology is responsible for implementing this policy. Specific guidance for policy implementation may be found in the associated Administrative Procedure.

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



ADMINISTRATIVE PROCEDURE

ADMINISTRATIVE PROCEDURE NO: AP XXX

RELATED TO POLICY NO. XXX

TITLE: STUDENT E-MAIL ACCOUNTS

The e-mail account is created but never accessed:

If an Umpqua Community College student e-mail account is not accessed or used within 12 months of the date the account was created, the e-mail account may be permanently deleted. No notification will be sent to the student or the e-mail account prior to deleting the account. Deleted account content is non-recoverable.

The e-mail account has been accessed or used by the student:

If an Umpqua Community College student e-mail account has not been accessed by the student for a period of 36 months, the account may be permanently deleted, without regard for any content that may be stored within the account. One (1) email notification, stating that Umpqua Community College intends to delete the account, will be sent to the e-mail account 30 to 45 days prior to the date the account is deleted. Deleted account content is non-recoverable.

The student violates any provision of Board Policy 348 Information Technology Acceptable use, its associated Administrative Procedure or provisions of the Student Code of Conduct:

Umpqua Community College may suspend access to and/or delete the student e-mail account.

Note:

Umpqua Community College does not maintain backups of student e-mail account content and is not responsible for any content lost when student e-mail accounts are deleted.

DATE OF ADOPTION:

DATE(S) OF REVISION(S):

DATE OF LAST REVIEW:

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item

Action Item

Subject: Student Services Fee Adjustment
 Request

Date: March 8, 2017

David Farrington, Interim Vice President will present the following fee requests for Student Services:

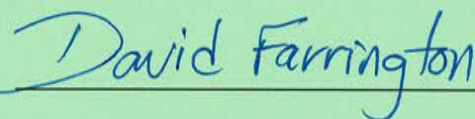
Application Processing Fee:

Enrollment Services is requesting the return of the \$25 application fee. This fee was discontinued in the fall of 2014 and since that time the yield rates (applications becoming enrollments) have dropped due to an increase in fraudulent and "fishing" (people applying to more than one school because it is free) applications.

Student Fee:

ASUCC Leadership Board (Student Government) is requesting an increase of \$.50 to LIFE, which will help supplement the payroll expenses of approximately \$92,000 related to the Director of Student Life & Campus Engagement.

Recommendation by:



Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item

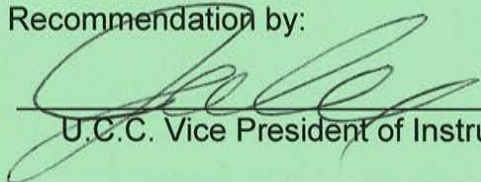
Action Item

Subject: Administrative Procedure
Academic Freedom AP 344

Date: March 8, 2017

Revised Administrative Procedure on Academic Freedom AP 344.

Recommendation by:


U.C.C. Vice President of Instruction

Approved for Consideration:


U.C.C. President



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:

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item

Action Item

Subject: Instructional Fee Adjustment Request

Date: March 8, 2017

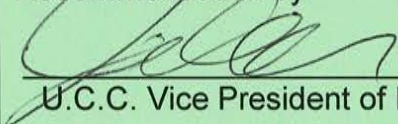
Martha Joyce, Interim Dean of Arts and Sciences will be presenting the following fee changes for Board approval.

Course	Current Fee	Proposed Fee
Automotive		
AUT100	\$25.00 per course	\$10.50 per credit
AUT101	\$25.00 per course	\$10.50 per credit
AUT102	\$25.00 per course	\$10.50 per credit
AUT103	\$25.00 per course	\$10.50 per credit
AUT151	\$25.00 per course	\$10.50 per credit
AUT155	\$25.00 per course	\$10.50 per credit
AUT161	\$25.00 per course	\$10.50 per credit
AUT168	\$25.00 per course	\$10.50 per credit
AUT169	\$25.00 per course	\$10.50 per credit
AUT170	\$25.00 per course	\$10.50 per credit
AUT250	\$25.00 per course	\$10.50 per credit
AUT259	\$25.00 per course	\$10.50 per credit
AUT260	\$25.00 per course	\$10.50 per credit
AUT263	\$25.00 per course	\$10.50 per credit
AUT286	\$25.00 per course	\$10.50 per credit
AUT289	\$25.00 per course	\$10.50 per credit
TTEN		
TTEN100	\$25.00 per course	\$10.50 per credit
TTEN150	\$25.00 per course	\$10.50 per credit
TTEN151	\$25.00 per course	\$10.50 per credit
TTEN155	\$25.00 per course	\$10.50 per credit
TTEN168	\$25.00 per course	\$10.50 per credit
TTEN169	\$25.00 per course	\$10.50 per credit
TTEN259	\$25.00 per course	\$10.50 per credit
TTEN260	\$25.00 per course	\$10.50 per credit
TTEN261	\$25.00 per course	\$10.50 per credit
TTEN263	\$25.00 per course	\$10.50 per credit
TTEN286	\$25.00 per course	\$10.50 per credit
Wildland Fire & Fire Science		
FRP121A	\$0	\$250.00 per course
FRP121B	\$0	\$250.00 per course
FRP123	\$0	\$ 50.00 per course
<i>S130</i>	<i>\$100.00 per course</i>	<i>\$200.00 per course</i>
<i>S190</i>	<i>\$100.00 per course</i>	<i>\$200.00 per course</i>
<i>L180</i>	<i>\$100.00 per course</i>	<i>\$200.00 per course</i>
<i>RT130</i>	<i>\$ 50.00 per course</i>	<i>\$ 75.00 per course</i>
Science		
BOT 204	\$299 per course	\$325-\$375 per course

UCCOnline

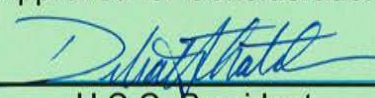
Global fee Increase: \$1.00 for CANVAS support

Recommendation by:



U.C.C. Vice President of Instruction

Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

Information Item
 Action Item

Subject: Mission Statement and Core Themes

Date: March 8, 2017

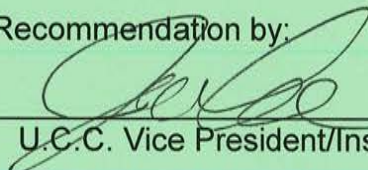
Mission Statement:

Umpqua Community College transforms lives and enriches communities.

Core Themes:

- Learning
- Access
- Enrichment

Recommendation by:



U.C.C. Vice President/Instructional Services

Approved for Consideration:



U.C.C. President

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

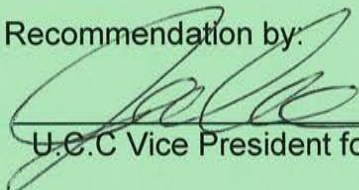
Information Item
 Action Item

Subject:
Academic Calendar 2017-2018

Date:
March 8, 2017

Martha Joyce will present the 2017-2018 Academic Calendar for acceptance.

Recommendation by:



U.C.C Vice President for Instruction

Approved for Consideration:



U.C.C. President

UMPQUA COMMUNITY COLLEGE

Academic Calendar 2017-2018

SUMMER TERM 2017

Summer Term Registration Begins.....	Monday, May 15
Campus closed on Fridays.....	June 23 -September 8
Classes Begin (First 5 weeks and 10 weeks).....	Monday, June 26
Last Day to Register or Add Classes-(First 5-Week and 10 Week Session).....	Thursday, June 29
Independence Day Holiday (Observed) (Campus Closed).....	Tuesday, July 4
Last Day to Withdraw- First 5-Week Session.....	Thursday, July 20
End of First 5-Week Session.....	Thursday, July 27
Beginning of Second 5-Week Session.....	Monday, July 31
Last Day to Register or Add Classes - Second 5-Week Session.....	Thursday, Aug 3
Last Day to Withdraw (Second 5 weeks and 10 weeks).....	Thursday, August 24
End of Second Session (Second 5 weeks and 10 weeks).....	Thursday, August 31
Labor Day Holiday (Campus Closed).....	Friday, September 1-Monday, September 4

FALL TERM 2017

Fall Term Priority Registration Begins.....	Monday, May 15
Faculty Retreats.....	Thursday-Friday September 14-15
All Staff In-Service (Campus Closed).....	Friday, September 15
All Staff In-Service (Campus Closed).....	Monday, September 18
All Staff In-Service (Campus Open).....	Tuesday-Friday, September 19-22
Faculty Prep Day.....	Thursday, September 21
Classes Begin.....	Monday, September 25
*Last Day to Register or Add Classes.....	Friday, October 6
Last Day to Drop (via web only on weekends).....	Sunday, October 1
Veteran's Day (Campus Closed).....	Friday, November 10
Last Day to Withdraw.....	Tuesday, November 21
Thanksgiving Holiday (Campus Closed).....	Thursday-Sunday, November 23-26
Final Exam Week.....	Monday-Saturday, December 4-9
End of Fall Term Classes.....	Saturday, December 9
Winter Break.....	Sunday, December 10-Sunday, January 7
Winter Holiday (Campus Closed).....	Saturday, December 23-Monday, January 1

WINTER TERM 2018

Winter Term Registration Begins.....	Monday, November 6
Campus Open.....	Tuesday, January 2
Faculty In-Service (Campus Open).....	Thursday, January 4
Faculty Prep Day (Campus Open).....	Friday, January 5
Classes Begin.....	Monday, January 8
Last Day to Drop (via web only on weekends).....	Sunday, January 14
Martin Luther King Holiday (Campus Closed).....	Monday, January 15
*Last Day to Register or Add Classes.....	Friday, January 19
Presidents' Day Holiday (Campus Closed).....	Monday, February 19
Last Day to Withdraw.....	Friday, March 9
Final Exam Week.....	Monday-Saturday, March 19-24
End of Winter Term Classes.....	Saturday, March 24
Spring Break.....	Sunday, March 25-Sunday, April 1

SPRING TERM 2018

Spring Term Registration Begins.....	Monday, February 26
Classes Begin.....	Monday, April 2
*Last Day to Register or Add Classes.....	Friday, April 13
Last Day to Drop (via web only on weekends).....	Sunday, April 8
Memorial Day Holiday (Campus Closed).....	Monday, May 28
Last Day to Withdraw.....	Friday, June 1
Final Exam Week.....	Saturday, June 9-Friday, June 15
End of Spring Term Classes.....	Friday, June 15
ABSD Graduation.....	Thursday, June 14
Commencement.....	Friday, June 15

*Instructor approval required during the second week of class.

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item

Action Item

Subject: Suspending Fitness Technician Certificate

Date: March 8, 2017

Martha Joyce with advisement from Assistant Professor Craig Jackson is requesting suspension of the Fitness Technician Certificate effective academic year 2017/18. This suspension is due to low enrollment. All students currently in the program will be contacted and taught out.

Recommendation by:



U.C.C. Vice President of Instruction

Approved for
 Consideration:



U.C.C. President

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item

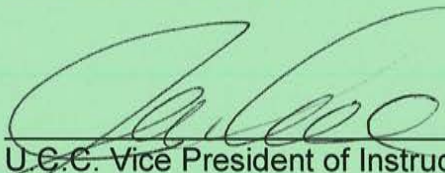
Action Item

Subject: Suspending Para-Educator Certificate

Date: March 8, 2017

Martha Joyce with advisement from Assistant Professor Gwen Soderberg-Chase is requesting suspension of the Para-Educator Certificate effective academic year 2017/18. This suspension is due to low enrollment. All students currently in the program will be contacted and taught out.

Recommendation by:


 U.C.C. Vice President of Instruction

Approved for Consideration:


 U.C.C. President

BOARD OF DIRECTORS
 UMPQUA COMMUNITY COLLEGE
 DOUGLAS COUNTY, OREGON

Information Item
 Action Item

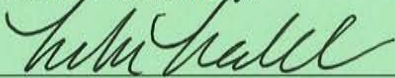
Subject: Resolution #17, Approval to Spend Funds

Date: March 8, 2017

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

UCC was awarded \$45,012 from the Higher Education Coordinating Commission for work on GED wrap around services and \$209,001 from the Department of Justice for Recovery efforts.

Recommendation by:



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

Approved for Consideration:



U.C.C. President

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

WHEREAS, Umpqua Community College has been awarded \$45,012 from the Higher Education Coordinating Commission and \$209,001 from the Department of Justice, 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 \$254,013 for the implementation of these contracts.

Special Revenue Fund - Grants and Contracts

	16-17 Budget Through Resolution 16	Adjustment	16-17 Budget Through Resolution 17
REVENUES:	\$ 7,271,435	\$ 254,013	\$ 7,525,448
EXPENDITURES:			
Instruction	\$ 1,112,969		\$ 1,112,969
Instruction Support	1,197,430	45,012	\$ 1,242,442
Student Services	3,051,326	209,001	\$ 3,260,327
College Support Services	1,909,710	\$ -	\$ 1,909,710
TOTAL	<u>\$ 7,271,435</u>	<u>\$ 254,013</u>	<u>\$ 7,525,448</u>

ADOPTED March 8, 2017

Clerk of the Board

UCC Board Chair