



UCC

COMMUNITY CONNECTIONS

Winter 2022

**COMMUNITY AND
WORKFORCE TRAINING
SMALL BUSINESS DEVELOPMENT
CENTER EVENTS & WORKSHOPS
ADULT BASIC SKILLS
REGISTRATION INFORMATION**

**New State-of-the-Art
Automotive and Welding
Education Center**

Read story on page 3.

Transforming Lives

INSIDE THIS PUBLICATION



FROM THE OFFICE OF THE PRESIDENT



I want to thank Douglas County for its warm welcome since I moved here in July. What an amazing place to live, and on top of it all, I get to work at Umpqua Community College, an institution that has such a positive impact on the community. I am extremely proud to say that our campus is open and serving students as we continue to balance mitigating the risk of the pandemic and the even greater risk, in my estimation, of a generation

of under-educated members of our amazing community. We do important work at UCC.

Our students are the north star of everything we do, and we will continue to dedicate our energy toward service to students.

Sincerely,

Rachel Pokrandt, President
Umpqua Community College

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SPOTLIGHT ON STUDENT SUCCESS

Lockwood Hall Renovation into a State-of-the-Art Automotive and Welding Education Center



Hydraulic Lab space is now available in Lockwood Hall with expanded room for the Machining and Apprenticeship courses.

Students interested in pursuing automotive, welding, and apprenticeship technologies at Umpqua Community College will have access to the latest technology and educational infrastructure after a massive renovation of Lockwood Hall.

Originally built in 1969, Lockwood Hall has now been reconfigured for state-of-the-art hands-on instruction. The automotive facility now includes a redesigned space for improved shop flow and new car lifts. With the updated technology, students can learn how to work on hybrid vehicles.

The Welding program previously had temporary booths that provided space for 17 welding students. After the remodel, there are now 29 welding booths in two welding labs, one welding lab dedicated to aluminum welding and fabrication, and the other for welding lab for steel. A new Miller LiveArc Machine helps train welding students with immediate feedback and reduces material consumption.

our hope that the new building will recruit more students to learn these high-demand trades," said Ian Fisher, Welding Instructor Coordinator, and CWI. "We've already seen a 50 percent increase in student retention for this fall and an increase in women enrolling in the programs as well. There are a lot of opportunities in this trade for women."

Isaiah Denley-Arensmeier is also enrolled this fall and said, "It's the most advanced place that I've ever done automotive work in. It's great to be in a nice shop and makes learning much easier in a garage like this."

The apprenticeship program now has a new machining and hydraulics lab and was brought back on-site.

Previously, this program was housed in a separate leased building with a

monthly fee attached. By relocating UCC's finance department and mailroom this remodel has brought Apprenticeship students back to the UCC main campus for classes. A brand new machine shop with mills, lathes, and classroom space serves Millwright apprentices. This new facility will provide UCC students with relevant and up-to-date industry training for many local employment opportunities. Several welding graduates have gone on to work in leadership positions at local manufacturers such as Performance Fab, North River Boats, Con-Vey Keystone, and Roseburg Forrest Products.

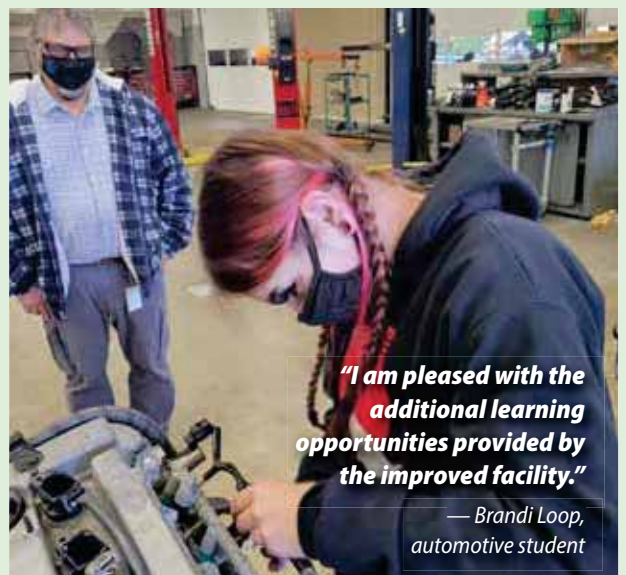
The project was made possible by generous donations from Con-Vey, Perry Murray, and the estate of Jean and John Loosley.

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To learn more about opportunities at Lockwood Hall, visit umpqua.edu/find-your-path.



"I am pleased with the additional learning opportunities provided by the improved facility."

— Brandi Loop, automotive student



Starting, Maintaining and Expanding a Business through UCC

Ann-Marie Holloway started a daycare center at her Riddle home in 2005. In the 16 years since, Miss Ann’s Kiddie Korner has grown to become a regional network of daycare centers. Between its three sites (and a fourth on the way in Merlin), the business provides early development skills to 150-175 children and employs 19 vetted childcare workers.

Holloway recently answered some questions as part of our “Ask me about UCC” series.

Q. What was it like before and after you connected with UCC?

A. I started as a home daycare provider with two children in my home. Before long I was caring for ten children, and I decided to take some classes to help me understand the business side of professional childcare. UCC provided some “Family Connections” courses that allowed me to learn about the profession, network with other businesses, and eventually establish our facility as a designated provider.

“As a childcare provider, I went into the business to watch children. The SBDC and Care Connections provide answers to questions childcare providers typically don’t think to ask, and helps me understand the backend processes required to run a business.”

***— Ann-Marie Holloway, owner
Miss Ann’s Kiddie Korner***

UCC has continually helped me by providing many classes over the lifetime of my business. The courses educate me on business management and marketing, and help me understand the ever-changing rules and regulations. I also require my staff to take UCC courses not only to maintain state requirements, but also to prepare and sustain them as efficient and caring childcare workers.

Q. Looking back, how has UCC contributed to your success?

A. A lot has changed since those early days when I had two children in my house. With the skills and ideas I honed over the years at UCC, I continue to grow my business in line with my dreams. I’m now the owner of three daycare facilities that provide

care for over 150 children ages 6 weeks to 12 years in both Douglas and Josephine counties. We are expanding to include an additional building in Merlin that will accommodate up to 100 children. The funding for that is coming from an Individual Development Account (IDA), which matches my savings of 4-1 for the project. If it wasn’t for the UCC classes, I would not have known programs like these are out there for small business owners like myself.

We are raising the future citizens in our community, and I am glad to provide families with consistent daycare throughout their children’s growing years.

If you would like to learn more about the SBDC Small Business Management Program, visit umpqua.edu/sbdc or call 541-440-7824.





GETTING STARTED

READY TO TAKE CLASSES AT UCC?

GET STARTED BY CHOOSING THE TYPE OF COURSES YOU WOULD LIKE TO TAKE BELOW:



CREDIT COURSES



Credit courses can lead to a degree or may be accepted toward degree eligibility for transfer to another college or university.

WHAT WE OFFER

For a complete listing of certificates and degrees, visit umpqua.edu/class-schedule. You can also browse the complete listing of credit courses.

READY TO APPLY?

Visit umpqua.edu/getting-started

NON-CREDIT COURSES



Enrich your life and choose from many of our non-credit Community Education courses. **No need to apply to UCC.** Just look for instructions and sign up online and at the websites listed below.

SIGN UP

COMMUNITY AND WORKFORCE TRAINING

umpqua.edu/cwt

- Professional Skills
- Personal Enrichment
- Health & Safety

See pages 8-23 for information

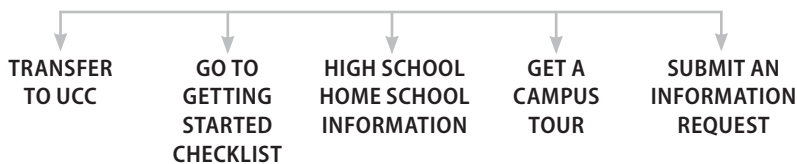
SMALL BUSINESS DEVELOPMENT CENTER

umpqua.edu/sbdc

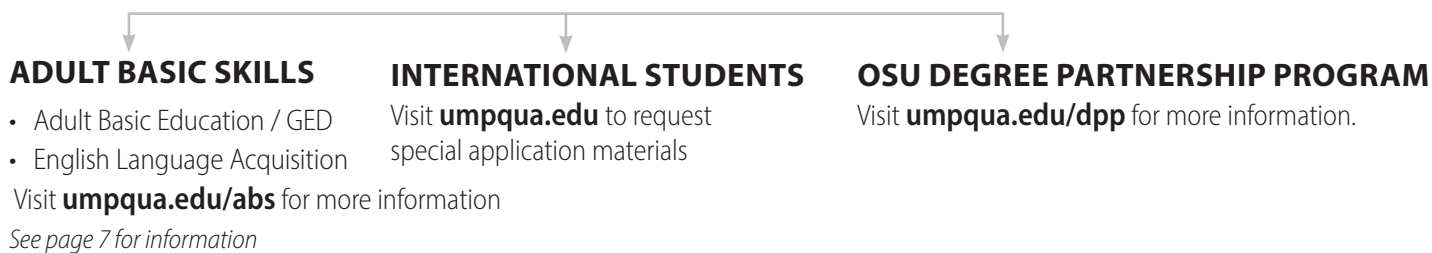
- No Cost Business Advising
- Upcoming Events & Workshops
- Online Learning

See pages 24-25 for information

WANT TO LEARN MORE?



THE APPLICATION PROCESS IS DIFFERENT:



ADULT BASIC SKILLS

- Adult Basic Education / GED
- English Language Acquisition

Visit umpqua.edu/abs for more information

See page 7 for information

INTERNATIONAL STUDENTS

Visit umpqua.edu to request special application materials

OSU DEGREE PARTNERSHIP PROGRAM

Visit umpqua.edu/dpp for more information.



STUDENT SERVICES

NEED HELP?

UCC is offering both in-person and virtual services to students. We are here to help get your questions answered!

ADMISSIONS

541-440-7743

admissions@umpqua.edu

Want to get started as a new student? Visit umpqua.edu/getting-started or call us, and we will walk you through the steps!

See pg. 5 for more information.

ADVISING

541-440-4610

Advisors are available to help with selecting classes. Schedule an appointment using your SSB account, call or visit umpqua.edu/academic-advising. See pg. 28 for details.

FINANCIAL AID

541-440-4602

Fill out your FAFSA at fafsa.ed.gov.

Call if you need help.

See pg. 28 for details.

HAWK SHOP

(Bookstore)

541-440-4664

Order online at umpqua.edu/thehawkshop. Staff will quickly ship your items! See pg. 28 for details.

LIBRARY

541-440-4640

ucclibrary@umpqua.edu

umpqua.edu/ask-a-librarian

Help with research, technology, CANVAS, Zoom™, and college questions See pg. 29 for details.

REGISTRATION

541-440-4604

registration@umpqua.edu

Ready to sign up?

Call if you need help accessing your Self-Service Banner Account. See pg. 26-27 for details.

SUCCESS CENTER

541-440-7831

We can provide Virtual Academic Coaches to help you succeed. Call us! See pg. 29 for details.

UCCONLINE

541-440-7685

Call UCCOnline if you need help with your CANVAS account.

UCC CLASS DELIVERY

Below are the four primary course delivery methods this term:



F2F (Face to Face)

In-person class at a physical location on campus. Many CTE courses are offered this way.



Remote

Live teacher-led class delivered online during scheduled sessions. Real-time and recorded activities.



Online

Assignment deadlines but no scheduled class time with course content lead by an instructor. All coursework is done online.



Blended

In-person class on campus with online options when a student is unable to attend.

Remote & Online Learning:

What you need to know

Remote and Online instruction works best if you have access to this recommended equipment:

- A computer or laptop with current updated operating system. Mobile devices can be used to access some portion of classes but you may have difficulty fully participating using a phone
- A high-speed internet connection
- An up-to-date internet browser such as Chrome or Firefox
Internet Explorer or Safari may not be supported on all learning platforms
- Integrated or USB-connected webcam, speakers and microphone
- A Zoom link will be sent to you if needed

**Missed High School?
Get your GED here.**

Classes cost \$18 per term, plus a \$2 technology fee per term

Umpqua Community College will offer a variety of teaching methods this coming Winter. For a description of each of the four methods, please see page 6 in this publication.

GED, Pre-GED, ENGLISH LANGUAGE ACQUISITION AND SKILL REVIEW

Umpqua Community College is dedicated to assisting adults who want and need to develop strong basic academic skills in reading, grammar, writing, spelling and mathematics.

ADULT BASIC SKILLS (ABS) PROGRAMS INCLUDE:

- Adult Basic Education (ABE) and Pre-GED
- GED, College, and Career Preparation
- Skill Review
- English Language Acquisition (ELA)

SKILL REVIEW

- Skill Review is for students who have finished high school or completed their GED, but still need further instruction to improve their skills for college or work.

ADULT HIGH SCHOOL DIPLOMA

- These classes are for students over 18 years of age, or released from high school, and needing 3 or fewer credits to complete their diploma.
- Cost is \$25 per .5 credit, plus \$2 technology fee.

ELA ENGLISH LANGUAGE ACQUISITION (Learn English!)

ELA offers beginning and intermediate level English classes for adults. Classes are offered in the evenings and are available to join in-person or remotely via a computer.

Students will receive instruction in speaking, reading, writing, listening, and basic computer skills in a fun, safe atmosphere.

- Classes focus primarily on language skills for the workplace. Students who have intermediate to advanced ELA skills may also be eligible to sign up for ABE, pre-GED, and GED classes.
- ELA class cost is \$18, plus a \$2 technology fee.

¿QUÉ ES ELA?

Las clases de ELA enseña a leer, escribir y hablar inglés. Los estudiantes también aprenderán acerca de la cultura Americana, el trabajo y la vida.

¿Cuánto cuesta? El costo de una clase de ELA es \$20 por un término de 10 semanas.

¿Cómo empiezo? Para más información o para inscribirse, por favor contacté el centro Woolley al 1634 W. Harvard Ave., Roseburg, Oregon, 541-440-4603 o encuéntrenos en la web en umpqua.edu.



ABS grad, Empress Lee, is currently enrolled at UCC.



ADULT BASIC SKILLS PROGRAM

My experience at the Woolley Center Adult Basic Skills program has been so amazing. The staff is always there to help me get the most out of the program. They also helped me break down any barriers that got in the way of my success. Not only are the staff awesome but also the course instructors are patient and go out of their way to help so you feel confident.

— CHELSEA YARBROUGH



To find out more about our program, orientation, talk to our staff, or to get started, please call **541-440-4603** or find us on the web at umpqua.edu/abs

**Registration Opens
Monday, November 8
Umpqua.edu/CWT**

LIVE. WORK. PLAY.
in Douglas County



Welcome

For over 40 years, UCC Community & Workforce Training has provided personal and professional development classes to the community. Our offerings are the perfect opportunity to try something new, stay connected to others, or rekindle interest in lifelong learning. Make the most of the winter months by trying one of our Lifestyle classes including Classic Charcuterie with a Modern Twist, Cheese and Home Dairy, and Taste the Celebration with Brandy. Pump up your office skills with Excel, Office 365, and Microsoft Teams. Do you support a non-profit? Take your community passion project to the next level by developing your Grant Writing skills with expert Jody Rolnick. Many opportunities abound this winter which makes us grateful to live, work, and play with all of you.

UCC COVID-19 GUIDANCE:

Please visit Umpqua.edu/coronavirus for up-to-date information and guidance.

ed2go Online Classes Now Available

We are excited to be offering online classes through Ed2Go. This schedule contains a selection of available classes. To view the full range of exciting offerings including descriptions, please visit: ed2go.com/Umpqua

Registration and payment are easy for these classes — follow instructions on link.



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Handgun Safety
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Computers
Professional Skills
Short-term Training

23 Registration, Policies & Procedures

Our Community & Workforce Training Operations Staff is here to serve you.

**541-440-4668 • umpqua.edu/cwt
CWTOperations@umpqua.edu**

HOT Classes!



Microsoft Office 365

Take productivity to the next level.
page 18



Beginning Conversational Spanish

Gain basic knowledge and skills.
page 12



Classic Charcuterie with a Modern Twist

Take home your work.
page 9



Grants Writing for Non-Profits

Inter-active one-day workshop
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Winter Classes

CLASSES ARE HELD ON UCC CAMPUS UNLESS OTHERWISE NOTED.

LIFESTYLE
COOKING

new! TASTE THE CELEBRATION

Whatever you may be celebrating we have just the dinner for you. Join Iron Chef Brandy Stumpe and learn to serve a meal fit for celebrating. In this class you will prepare a fennel salad with a mustard vinaigrette to get your meal started. Your entre' will be fish-fit-for-the-Queen (filet of Sole), sweet risotto and a scrumptious twice baked spinach soufflé. You will complete your cooking experience with a luxurious pear pie. Is your mouth watering? Instructor: B. Stumpe. \$55

1/25 Tue 5:30 - 8:30 pm Brandy's Place
287 Bailey Dr., Roseburg



new! CLASSIC CHARCUTERIE WITH A MODERN TWIST

Join Emily Pope, owner of PNW Grazing Co. for Classic Charcuterie with a Modern Twist.

In this one-day class, you will learn all the ways to make a beautiful charcuterie board. Not only will you learn techniques, knife-skills, and presentation but you will also get to take your work home with you to share with your family and friends.

You will build your own presentation consisting of two types of meats (salami, turkey), 2 cheeses (a hard and a soft cheese), fruits (strawberries, blueberries, grapes, raspberries), vegetables (baby carrots, cucumbers, baby bell peppers, cherry tomatoes, celery, nuts (pistachios), crackers, something sweet (cookies and/or chocolate), hummus, ranch, and a garnishment of some sort (flowers, herbs). **Students are asked to bring a cutting board and paring knife. All food is included in the cost of the class. Wine will be available for purchase, courtesy of UCC SOWI.** \$99

2/26 Sat 1 - 3:30 pm LANG 204



CHEESE AND HOME DAIRY

Home dairying and cheese making is the goal of this course! This class will teach you that home dairying and cheese making can be simple, nutritious and cost effective. You will learn to make your own fresh Mozzarella cheese, Butter, Sour Cream and Fromage Blanc. Wine will be available for purchase courtesy of UCC SOWI. Instructor: Mary Hawes. Please bring a ½ pint glass jar with lid and a small bowl with lid to transport your cheese. \$89

3/12 Sat 12 - 5:30 pm Lang Tasting Rm

LUSCIOUS LOW-FAT LIGHTNING-QUICK MEALS

6 weeks, 24 hours

Classes starting monthly. \$99

ED2GO



START YOUR OWN EDIBLE GARDEN

6 weeks, 24 hours

Classes starting monthly. \$119

ED2GO

TRAVEL



new! WINE & SPIRIT EDUCATION TRUST (WSET) LEVEL 1 AWARD IN WINES

This WSET Level 1 Award in Wines course explores global regions and wine styles for consumers and industry professionals. The WSET Level 1 Award in Wines course focuses on the characteristics of many grape varieties of the world; the styles of wine they produce; and how to use label information to understand a wine’s quality and style. Upon successful completion you will receive a WSET certificate and lapel pin. This course will be held on Saturday, March 5 from 9 a.m. to 4 p.m. Examination is scheduled directly following the final class period on March 5 at 5 p.m. All course materials, including the Level 1 Workbook, will be provided day-of. No prior study or preparation is required. Refund Policy — Students will receive a full refund when a WSET course is cancelled due to low enrollment. No refunds will be given after February 16, the specification examination is ordered on this date. Note: If a WSET candidate is absent from an examination, all applicable fees encompassing an examination re-sit including (but not limited to) exam re-ordering, shipping costs, and other penalty fees will be charged to the student. WSET Certified Instructor. \$320

3/5 Sat 8 am - 6 pm LANG 204

HEALTH AND WELLNESS

FITNESS

20% GOLD CARD QIGONG/TAI-CHI

Qigong/ Tai-Chi techniques rest the mind while strengthening and working the body. This ancient physical form uses stretching, deep breathing and invigorating circular motion to awaken and loosen the entire body. Beginning and intermediate students of all ages are

welcome. Instructor: D. Robison-Bryan This class is offered for GOLD CARD MEMBERS. Gold Card members use discount code GOLD at checkout.

\$89 1/11 - 3/24 **Tue, Thu** 11 am - Noon
\$69 1/11 - 3/15 **Tue** 11 am - Noon
\$69 1/13 - 3/24 **Thu** 11 am - Noon
 Roseburg Dance Studios, 865 SE Court St., Roseburg



AIKIDO

Develop self-defense skills, improve balance and physical conditioning. Aikido is a modern Japanese martial art in which cultivation of internal power is more important than physical strength. The goal of Aikido is not to defeat the opponent, but to defeat the negative aspects within ourselves. Training takes place in an environment of cooperation and support. Ages 13 -100 are welcome! Instructor: B. Smith. \$45

1/11 - 3/10 Tue, Thu 7 - 8 pm AC 11



KARATE

Traditional martial arts (Karate/Kobudo) is proven to be great for physical and mental growth, to include: strength, balance, retention, situational awareness, and confidence. Each student will focus on the curriculum requirements necessary to promote to the next belt (Kyu) level. Classes consist of warm-up conditioning, stretching, dynamic and explosive movement, empty-hand (Karate), as well as, traditional weapon techniques (Kobudo). We look forward to you becoming a student (Karate-Ka). Classes are offered Monday through Thursday at 6:15 pm. Students pick the

days you'd like to attend. There is a one-time uniform fee of \$40. Instructor: Dan Shorin Ryu. \$169

1/3 - 1/31 Mon - Thu 6:15 - 7:15 pm
2/1 - 3/1 Mon - Thu 6:15 - 7:15 pm
3/1 - 3/31 Mon - Thu 6:15 - 7:15 pm
 1003 W Central, Sutherlin



BEGINNING LINE DANCE

During this fun course you'll learn basic line dance steps and beginner dances. Before you know it, you'll be boot-scootin' around the dance floor and soon, you'll be ready to tackle harder dances with confidence. Yes, there's homework, but it's fun! Practice a bit at home each week, so you'll be ready to move on to a new dance/steps for the following week.

Instructor: K. Haskins. \$39
1/11 - 2/1 Tue 7 - 8 pm WCH 20

INTERMEDIATE LINE DANCE

Are you already a beginner at line dance? Do you want to continue learning new steps and adding some flare to the ones you already know? Join this intermediate class and take your line dancing skills to the next level. Instructor: K. Haskins. \$39

2/15 - 3/8 Tue 7 - 8 pm WCH 20

INTRODUCTION TO NATURAL HEALTH AND HEALING

Self-paced, 24 hours
 Classes starting monthly. \$99
ED2GO



HOME AND GARDEN.....

GROWING PLANTS FOR FUN AND PROFIT

6 weeks, 24 hours
 Classes starting monthly. \$99
ED2GO



LANGUAGE/Writing

LANGUAGE

20% GOLD CARD BEGINNING CONVERSATIONAL SPANISH

Gain practical knowledge and basic conversational skills in this fun and relaxed class! Conveniently held in Roseburg, this class is ideal for new students, or those who want to review the basics. Focus will be based on instruction and role play of formal and informal expressions, introductions, basic vocabulary, useful verbs in the present tense and sentence structure. Join Tom, a world traveler and language instructor for over 20 years, as he shares his knowledge of the life, language, and culture of the Spanish-speaking world. Gold Card members use discount code GOLD at checkout. Instructor: T. Tylee. \$79



1/11 - 3/8 Tue 6 - 8 pm Woolley Center Rm 102
1634 W Harvard, Roseburg

CONVERSATIONAL ITALIAN

Whether you're planning a trip to Italy or simply wish to learn the basics of "the language of love," this class will inspire you. Building your vocabulary on Italian words you already know (think biscotti, amore, piazza), you will soon be speaking Italian with classmates while also learning about the geography and culture of Italy. This fun and upbeat class includes travel tips, a bit of Italian history, and even learning a few Italian songs. Instructor Jean Melo, B.A., M.L.S., Oregon certified teacher. \$69

2/25 - 3/18 Fri 6:30 - 8:15 pm TAP 15

CONVERSATIONAL JAPANESE

6 weeks, 24 hours
Classes starting monthly. \$99
ED2GO

INSTANT ITALIAN

6 weeks, 24 hours
Classes starting monthly. \$99
ED2GO

BEGINNING CONVERSATIONAL FRENCH

6 weeks, 24 hours
Classes starting monthly. \$99
ED2GO

SPEED SPANISH

6 weeks, 24 hours
Classes starting monthly. \$115
ED2GO



SIGN LANGUAGE

BEGINNING SIGN LANGUAGE

Sign language is the most common "foreign" language in the United States, and can be used right here in the Northwest. Learn and practice finger spelling and signs for 350-450 words in this welcoming environment. Instructor: H. Vreeland \$75

1/18 - 3/15 Tue 5 - 7 pm TAP 16

CONTINUING SIGN LANGUAGE

Pick up speed and expand your signing vocabulary with immersion practice. Learn 350 more words and become a better communicator. Class will include two field trips. Instructor: H. Vreeland \$75

1/24 - 3/14 Mon 5 - 7 pm TAP 16

DISCOVER SIGN LANGUAGE

6 weeks, 24 hours
Classes starting monthly. \$119
ED2GO

DISCOVER SIGN LANGUAGE II

6 weeks, 24 hours
Classes starting monthly. \$119
ED2GO

WRITING.....

GRAMMAR REFRESHER

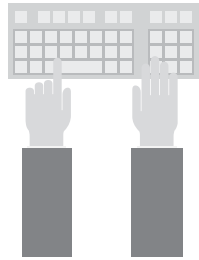
6 weeks, 24 hours
Classes starting monthly.
\$119
ED2GO

GRAMMAR REFRESHER SERIES

6 weeks, 24 hours
Classes starting monthly.
\$199
ED2GO

BEGINNER'S GUIDE TO GETTING PUBLISHED

6 weeks, 24 hours
Classes starting monthly. \$119
ED2GO



PUBLISH AND SELL YOUR E-BOOKS

6 weeks, 24 hours
Classes scheduled started monthly. \$115
ED2GO

BEGINNING WRITERS WORKSHOP

6 weeks, 24 hours
Classes scheduled started monthly. \$129
ED2GO

CREATIVE WRITING VALUE SUITE

18 weeks, 72 hours
Classes scheduled started monthly. \$325
ED2GO

INTRODUCTION TO JOURNALING

6 weeks, 24 hours
Classes scheduled started monthly. \$99
ED2GO



ADVANCED FICTION WRITING

6 weeks, 24 hours
Classes scheduled started monthly. \$99
ED2GO

WRITING FICTION SERIES

12 weeks, 48 hours
Classes scheduled started monthly. \$199
ED2GO

MYSTERY WRITING

6 weeks, 24 hours
Classes scheduled started monthly. \$99
ED2GO



WRITING FOR CHILDREN

6 weeks, 24 hours
Classes scheduled started monthly. \$115
ED2GO

THE ARTS

CREATIVE ARTS.....

INTRODUCTION TO WATERCOLOR



Instructor Wayne Medley has been watercolor painting for years. His involvement was through an introductory course that proved he had no talent. However, through persistence and training, he

ultimately became successful in this art form that has resulted in him selling several of his works, demonstrating that anybody has artistic ability when taught the basics of watercolor painting. This class is homework based. Supply list is provided at first class. \$89

1/3 - 3/14 Mon 9 - 11 am CWT 14



MACRAME FOR BEGINNERS

Welcome to Macrame for Beginners! In this course, you will learn how to begin a macrame piece,

including selecting materials and estimating rope length; how to tie several basic macrame knots including the larks head knot, the square knot and the half hitch knot; create a few small pieces over the course of 4 sessions, and leave with a finished wall hanging and the skills to create more pieces on your own. Intermediates are welcome. Supplies and materials are included in the price of the course.

Instructor: S. Hildebrandt. \$179

2/2 - 2/23 Wed 6 - 8 pm

TAP 14

DRAWING FOR THE ABSOLUTE BEGINNER

6 weeks, 24 hours

Classes scheduled started monthly. \$99

ED2GO

INTRODUCTION TO DIGITAL SCRAPBOOKING

6 weeks, 24 hours

Classes scheduled started monthly. \$99

ED2GO



MUSIC.....



INTRODUCTION TO GUITAR

6 weeks, 24 hours

Classes scheduled started monthly. \$99

ED2GO

PHOTOGRAPHY

DISCOVER DIGITAL PHOTOGRAPHY

6 weeks, 24 hours

Classes starting monthly. \$115

ED2GO

MASTERING YOUR DIGITAL SLR CAMERA

6 weeks, 24 hours

Classes starting monthly. \$115

ED2GO



PHOTOGRAPHING PEOPLE WITH YOUR DIGITAL CAMERA

6 weeks, 24 hours

Classes starting monthly. \$115

ED2GO

\$99

PHOTOGRAPHING NATURE WITH YOUR DIGITAL CAMERA

6 weeks, 24 hours

Classes starting monthly. \$115

ED2GO

PHOTOSHOP CC FOR THE DIGITAL PHOTOGRAPHER

6 weeks, 24 hours

Classes starting monthly. \$115

ED2GO

PHOTOSHOP ELEMENTS FOR THE DIGITAL PHOTOGRAPHER

6 weeks, 24 hours

Classes starting monthly. \$115

ED2GO

TRAVEL PHOTOGRAPHY FOR THE DIGITAL PHOTOGRAPHER

6 weeks, 24 hours

Classes starting monthly. \$115

ED2GO



SAFETY

DRIVER EDUCATION.....



DRIVER EDUCATION AGE 15-17 WITH PERMIT

Driving is a part of our lives and safety in driving is what helps keep us alive. We offer an Oregon Department of Transportation certified class that includes 30 hours of classroom instruction and 12 hours in the car. The classroom instruction will be delivered virtually. Drive times will be scheduled after the first class. This course requires students to be visible by webcam to track attendance and complete tests. Parent/guardian must attend the first hour of the first class with student virtually. Students must have their Oregon permit at the time of registration. \$225 or low/no income \$149. Info 541-440-4668.

1/11 - 2/22	Tue, Thu	6 - 8:30 pm	REMOTE
1/24 - 3/7	Mon, Wed	6 - 8:30 pm	Glide High School
2/1 - 3/15	Tue, Thu	6 - 8:30 pm	Douglas High School

CALL FOR INFORMATION

**ADULT BEHIND THE WHEEL
Driver Lessons**

OR

**BIOPTIC BEHIND THE WHEEL
Driver Lessons**

541-440-4668
or visit <http://bit.ly/UCCDRE>

ADULT DRIVER EDUCATION

This class is for students 18 and over. Students must have their Oregon permit or a valid Driver License before class starts. Drive times will be scheduled after the first class. Information: 541-440-4668. \$399

1/11 - 2/22	Tue, Thu	6 - 8:30 pm	REMOTE
1/24 - 3/7	Mon, Wed	6 - 8:30 pm	Glide High School
2/1 - 3/15	Tue, Thu	6 - 8:30 pm	Douglas High School

**CERTIFIED FLAGGER
CERTIFIED FLAGGER
TRAINING**



Prepare to be a Flagger for work zone traffic control. Learn the basics of flagging and traffic control. Receive State of ODOT Credentials for Flaggers. Valid for three years. Class fee includes textbook. Must be 18 or older to get a job as a Flagger. Information: 541-440-4668. \$119

12/7	Tue	4:30 - 10 pm	REMOTE
1/4	Tue	4:30 - 10 pm	REMOTE
2/1	Tue	4:30 - 10 pm	REMOTE
3/1	Tue	4:30 - 10 pm	REMOTE



BOATER SAFETY

BOATER SAFETY TRAINING

Students who pass the course can apply for their boater education card as required by Oregon's mandatory Boater Education Program. Boater Handbook must be completed prior to class. 1 - 2 hours of pre-course study is required. All operators of powerboats with motors over 10 horse power are required to carry the Boater Education Card. For info or to request a book call 541-440-4668. Instructor: P. Wood. \$20

1/25	Tue	5:30 - 9:30 pm	TAP 15
2/16	Tue	5:30 - 9:30 pm	TAP 15
3/8	Tue	5:30 - 9:30 pm	TAP 15



HANDGUN SAFETY

HANDGUN SAFETY AND SELF DEFENSE

Gain knowledge and proficiency to properly use and care for handguns from a nationally certified instructor. Upon completion, participants will be eligible to apply for a Concealed Weapon Permit. Saturday class includes hands-on practice of safety and marksmanship utilizing a series of targets. See full description online for handgun and ammunition requirements and options. Instructor: T. Troutt. \$79

3/24	Thu	6 - 9 pm	CWT 15
3/26	Sat	9 am - 12 noon	Range

FORKLIFT TRAINING



FORKLIFT TRAINING

This course provides the skills necessary for the operator to carry out the requirements of moving large and heavy materials from one location to another in a safe manner. At the conclusion students will: Know the features of a lift truck, recognize the importance of a stable load and the center of gravity, estimate load capacity, conduct mechanical checks while the engine is stopped and running, demonstrate safe starting procedures, dimensions and balance points, pass a written test. Instructor: F. Elias \$129

3/11	Fri	8 am - 4 pm	CWT 15
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CPR/FIRST AID



The American Heart Association strongly promotes knowledge and proficiency in BLS/ACLS and has developed instructional materials for this purpose. Use of these materials in an educational course does not represent course sponsorship by the American Heart Association, and any fees charged for such a course do not represent income to the Association. Classes with low enrollment are subject to cancellation.



HEALTHCARE PROFESSIONALS.

AHA HEALTHCARE PROVIDER (BLS) SKILLS CHECK

The skills check session is for people completing the online AHA HCP BLS course. www.onlineAHA.org. Call 541-440-4668 to schedule the skills check. Be sure to print the certificate from the online session and bring with you to the skills check session. Skills check takes about one hour and can be scheduled Monday thru Friday. \$70

CALL FOR APPOINTMENT

AHA BLS/HS INSTRUCTOR TRAINING

This course teaches prospective instructors of First Aid/CPR/AED for both Healthcare Providers and the Lay Responder how to prepare for the class. Pre-requisite for this class is a current provider card in the discipline you will be teaching. This is a 6-hour class. There is an online portion to this course through the AHA website that should be completed before attending the course. Instructor Manual not included in the course fee and should be purchased prior to the class. It is available at the Community Ed office or online. For more information, call 541-440-4668. \$299

1/22	Sat	9 am - 3 pm	CWT 15
3/5	Sat	9 am - 3 pm	CWT 15



AHA HEALTHCARE PROVIDER (BLS)

This Basic Life Support class is for Healthcare Providers. The course covers the Emergency Cardiovascular Care Guidelines including use of AED's and Bag Valve Mask Devices. Adult and infant CPR will be covered. This class can be delivered at specific work locations on request. It is recommended that this course be taken in person for new certification, an option to an all-in-person class is the Skills Check. For more information call 541-440-4668. \$99

11/30	Tue	5 - 9 pm	CWT 15
1/12	Wed	5 - 9 pm	CWT 15
2/8	Tue	5 - 9 pm	CWT 15
3/16	Wed	5 - 9 pm	CWT 15

AHA HEALTHCARE PROVIDER RECERT (BLS)

This Basic Life Support class is for Healthcare Providers. The course covers the Emergency Cardiovascular Care Guidelines including use of AED's and Bag Valve Mask Devices. Adult and infant CPR will be covered. This class can be delivered at specific work locations on request. For more information call 541-440-4668. \$99

12/7	Thu	5 - 9 pm	CWT 15
1/26	Wed	5 - 9 pm	CWT 15
2/22	Tue	5 - 9 pm	CWT 15
3/1	Tue	5 - 9 pm	CWT 15

COMMUNITY MEMBERS & FAMILIES.....



AHA CPR/AED TRAINING

This course teaches you how to give CPR and how to use an AED for both adults and children. The use of barrier devices for all ages will also be discussed. It is recommended that this course be taken in person for new certification, an option to an all-in-person class is the Skills Check. \$59

12/1	Wed	5 - 9 pm	CWT 15
1/19	Wed	5 - 9 pm	CWT 15
2/2	Wed	5 - 9 pm	CWT 15
3/7	Mon	5 - 9 pm	CWT 15



AHA FIRST AID CPR AED

This American Heart Association Heartsaver First Aid/CPR course teaches how to manage illness and injuries for adults and children in the first few minutes until professional help arrives. Book included in course fee. Students must attend all 8 hours to receive a FA/CPR card. It is recommended that this course be taken in person for new certification, an option to an all-in-person class is the Skills Check. For more information, call 541-440-4668. \$89

12/1 - 12/2	Wed, Thu	5 - 9 pm	CWT 15
1/19 - 1/20	Wed, Thu	5 - 9 pm	CWT 15
2/2 - 2/3	Wed, Thu	5 - 9 pm	CWT 15
3/7 - 3/8	Mon, Tue	5 - 9 pm	CWT 15

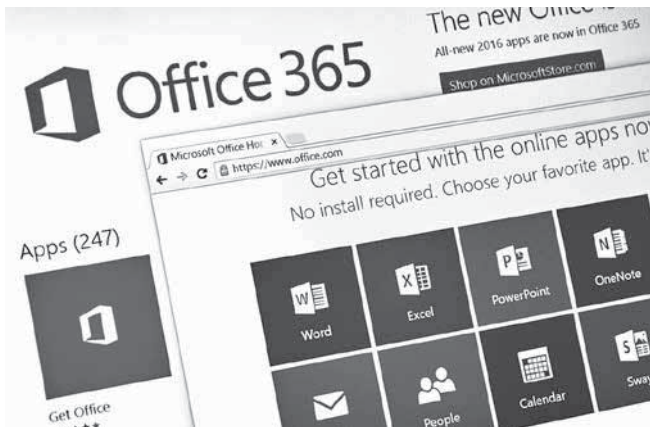


AHA FIRST AID/CPR AED FOR INFANTS

This AHA Heartsaver First Aid/CPR/AED course teaches how to manage illness and injuries for children and Infants in the first few minutes until professional help arrives. Bring a lunch. It is recommended that this course be taken in person for new certification, an option to an all-in-person class is the Skills Check. For more information, call 541-440-4668. \$89

12/11 Sat 8:30 am - 3:30 pm CWT 15
 2/5 Sat 8:30 am - 3:30 pm CWT 15

TECHNOLOGY



BASIC SKILLS

new! DISCOVER OFFICE 365

It's productivity at the next level using Microsoft 365. Letting you work and collaborate from anywhere, even on your mobile devices. This class includes an overview of how to get Microsoft 365 and how it works plus a few of the Office apps, like Outlook, Excel, Word, and PowerPoint, also learn how to collaborate with Microsoft Teams and securely save your files in the cloud. Instructor: K. Miller. \$69

2/7 - 2/9 Mon, Wed 3 - 5 pm CWT 17

new! MICROSOFT TEAMS

Create your own TEAM! Microsoft Teams is the new way to stay organized, have conversations and collaborate with others. The Teams platform will unify chat, voice, video and file sharing. Having an excellent team space is the key to being to make creative decisions. Instructor: K. Miller. \$39

2/23 Wed 2 - 5 pm CWT 17

20% GOLD CARD COMPUTER ESSENTIALS 2

This class is the next step in getting comfortable with and understanding your computer. Explore the Microsoft store and learn about applications; how to install, launch and customize your privacy. You will explore the internet and dive into word processing, spreadsheets, sticky notes and much more. Learn to use the personalization settings and make your computer your own. Early registration is encouraged for this class.

Gold card member use discount code GOLD at checkout. Instructor: C. McCormick. \$89

3/15 - 3/24 Tue, Thu 5:30 - 7:30 pm CWT 11

EXCEL BEYOND THE BASICS

Go beyond SUM and expand on the knowledge learned in the basics course. Explore other basic functions, learn basic trouble shooting, create simple graphs and learn to link functions across multiple sheets. Instructor: L. Way. \$69

2/7 - 2/8 Mon, Tue 5 - 8 pm CWT 11

INTRODUCTION TO MICROSOFT EXCEL

6 weeks, 24 hours

Classes scheduled started monthly. \$129

ED2GO

INTRODUCTION TO MICROSOFT WORD

6 weeks, 24 hours

Classes scheduled started monthly. \$129

ED2GO

CONSUMER ELECTRONICS

MASTER MY GOOGLE DRIVE

Do you want to easily access your documents, photos, and videos from any computer, tablet, or smartphone? Cloud based computing is a safe way for you to access all of your files and have them with you wherever you go. You will learn how to upload your files and share them instantly with others, create documents using the word processor, spreadsheet and presentation tool. This class will focus on Google Drive but you will also get a glimpse into other cloud applications such as One Drive and Dropbox. Instructor: K. Miller \$69

1/20 Tue, Thu 3 - 5 pm CWT 17

PROFESSIONAL DEVELOPMENT

COMPUTERS

new! DISCOVER OFFICE 365

See pg. 18 for full description. \$69
 2/7 - 2/9 Mon, Wed 3-5 pm CWT 17

new! MICROSOFT TEAMS

See pg. 18 for full description. \$39
 2/23 Wed 2-5 pm CWT 17

MASTER MY GOOGLE DRIVE

See pg. 18 for full description. \$69
 1/20 Tues, Thurs 3-5 pm CWT 17

ACCOUNTING WITH EXCEL 2016 SUITE

24 weeks, 96 hours
 Classes starting monthly. \$395
 ED2GO



BLOGGING AND PODCASTING FOR BEGINNERS

6 weeks, 24 hours
 Classes starting monthly. \$99
 ED2GO

PROFESSIONAL SKILLS

new! WINE & SPIRIT EDUCATION TRUST (WSET) LEVEL 1 AWARD IN WINES

See page 10 for class description.
 3/5 Sat 8 am - 6 pm LANG 204

CALCULATING & REPORTING WINE TAXES

Are you part of the wine industry and getting ready for tax season? Learn about the records needed for filling out OLCC and TTB tax forms and their due dates. Get the opportunity to practice entering the information into the forms, preparing for submission and which forms need to go to which agencies. Instructor Linda Buckle. \$99

12/13 - 12/15 Mon, Wed 9 am - Noon REMOTE

FORKLIFT TRAINING

This course provides the skills necessary for the operator to carry out the requirements of moving large and heavy materials from one location to another in a safe manner.

At the conclusion students will: Know the features of a lift truck, recognize the importance of a stable load and the center of gravity, estimate load capacity, conduct mechanical checks while the engine is stopped and running, demonstrate safe starting procedures, dimensions and balance points, pass a written test. Instructor: F. Elias \$129

3/11 Fri 8 am - 4 pm CWT 15



GRANT WRITING FOR NON-PROFITS

This 1-day workshop is designed specifically for individuals working with non-profit organizations interested in seeking grant funding for projects, programs, and services. This course will be taught by Jody Rolnick, consultant at Professional Writing Services, bring with her years of experiences and success in the field of grant writing. \$135

Participants do not need to have prior grant writing or fundraising experience.

Early registration is advised due to limited seating.

3/8 Tue 10 am - 4 pm CWT 15

A TO Z GRANT WRITING SERIES

12 weeks, 48 hours
 Classes starting monthly. \$199
 ED2GO

ADVANCED GRANT PROPOSAL WRITING

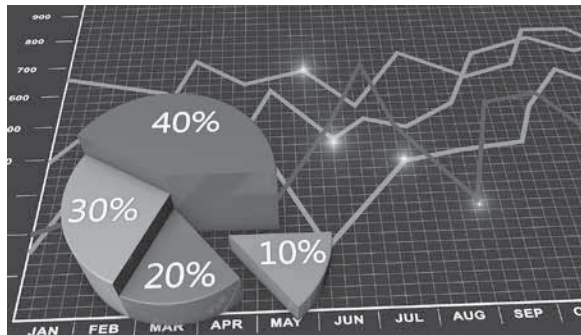
6 weeks, 24 hours
 Classes starting monthly. \$119
 ED2GO

ACHIEVING TOP SEARCH ENGINE POSITIONS

6 weeks, 24 hours
 Classes starting monthly. \$119
 ED2GO

DESIGNING EFFECTIVE WEBSITES

6 weeks, 24 hours
 Classes starting monthly. \$119
 ED2GO



WRITE EFFECTIVE WEB CONTENT

6 weeks, 24 hours

Classes starting monthly. \$119

ED2GO

ADMINISTRATIVE ASSISTANT SUITE

18 weeks, 72 hours

Classes starting monthly. \$299

ED2GO

FINANCIAL ANALYST SUITE

24 weeks, 96 hours

Classes starting monthly. \$395

ED2GO



CONFLICT MANAGEMENT

Discover a workable conflict management model, discuss case studies in conflict management, and then take away successful conflict management strategies to apply in your workplace. \$245

2/7 - 3/4

ONLINE

KEYS TO CUSTOMER SERVICE

Learning to build your customer service skills will have a powerful impact on your career success as well as success in other areas of your life. Through this course you will discover the direct relationship between service skills and career achievement. You will become skilled at being an exceptional service provider. You can help your organization and your career by translating your good service intentions into a workable plan and gain knowledge of ways to consistently deliver great service. The payoff is enormous.

\$145

3/7 - 4/1

ONLINE

KEYS TO EFFECTIVE COMMUNICATION

6 weeks, 24 hours

Classes starting monthly. \$99

ED2GO



EFFECTIVE BUSINESS WRITING

6 weeks, 24 hours

Classes starting monthly. \$119

ED2GO

BUSINESS AND MARKETING WRITING

6 weeks, 24 hours

Classes starting monthly. \$119

ED2GO

FUNDAMENTALS OF TECHNICAL WRITING

6 weeks, 24 hours

Classes starting monthly. \$129

ED2GO

ACHIEVING SUCCESS WITH DIFFICULT PEOPLE

6 weeks, 24 hours

Classes starting monthly. \$115

ED2GO



FUNDAMENTALS OF SUPERVISION AND MANAGEMENT

6 weeks, 24 hours

Classes starting monthly. \$129

ED2GO

BECOME A PHYSICAL THERAPY AIDE

6 weeks, 24 hours

Classes starting monthly. \$129

ED2GO



BECOME AN OPTICAL ASSISTANT

6 weeks, 24 hours

Classes starting monthly. \$129

ED2GO

EXPLORE A CAREER IN MEDICAL CODING

6 weeks, 24 hours

Classes starting monthly. \$119

ED2GO

SHORT-TERM TRAINING



PHARMACY TECH TRAINING

UCC will be offering a comprehensive 51-hour course to prepare students to enter the pharmacy field and take the Pharmacy Technician exam. The course includes pharmacy specific medical terminology, reading and interpreting prescriptions and defining drugs by generic and brand names. Students learn dosage calculations, IV flow rates, drug compounding, dose conversions, dispensing of prescriptions, inventory control and billing, and reimbursement. The course will be delivered via remotely in real time using Zoom. Required book will be mailed or available for pick up prior to the first night

of class. Information sessions for potential students are available at 5:30 pm via Zoom on Dec. 6 & 13 and January 3. Call 541-440-4668 or email cwtoperations@umpqua.edu to sign up. Instructor: T. Frank \$695

1/11 - 3/10 Tue, Thu 5 - 8 pm

REMOTE



VETERINARY ASSISTANT SERIES

24 weeks, 96 hours

Open enrollment. \$399

ED2GO



PROFESSIONAL TRUCK DRIVER TRAINING

The UCC Commercial Truck Driving Program is for anyone wanting to drive vehicles requiring a Class A or B CDL. Class A CDL training runs about every 6 week and Class B Training is available to schedule. To find out more or to apply for the program, visit umpqua.edu/commercial-truck-driving, or call 541-440-4668. In just 4 short weeks, you can be on your way to a new career.



	<p>Community and Workforce Training UMPQUA COMMUNITY COLLEGE PO Box 967 Roseburg, OR. 97470 541.440.4668</p>	<p>Date of Birth (Required): _____</p> <p>Date: _____ Term: FA WI SP SU</p> <p>Gender: Male <input type="radio"/> Female <input type="radio"/> Other <input type="radio"/> US Citizen: Yes <input type="radio"/> No <input type="radio"/></p> <p>Ethnicity (optional): Asian Black Hispanic Native American White</p> <p>Enrollment Status: <input type="checkbox"/> Enrolling for the first time <input type="checkbox"/> Returning Student</p> <p>Email: _____</p> <p>Registration Confirmation/Receipts sent via email</p>												
<p>Name: _____ <small>Last First MI</small></p> <p>Mailing Address: _____ <small>City State Zip</small></p> <p>Home Phone: _____ Other Phone: _____</p>														
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SESSION ID	COURSE TITLE	FEE	SESSION ID	COURSE TITLE	FEE									
<p>Student Signature: _____ Date: _____</p> <p>-----</p> <p>Total Due: _____ Paid by: Check (No.) _____ Cash _____ Visa, Discover, Mastercard Number: _____</p> <p>Address (If other than Student): _____ 3 Digit Code (Back of card) _____ EXP Date _____</p> <p>Signature of Cardholder Signifying Approval & Authorization: _____ Date: _____</p> <p style="font-size: small; text-align: center;">In case of Refund: credit/debit cards will be credited. All other forms of refund payment will be issued to the student via check.</p>														

REGISTRATION POLICIES & PROCEDURES

UCC Community Education Classes are open to the public. Classes are open to students 16 years and older unless otherwise stated. Youth and Family classes are specifically designed for young people, teens, or families. Community Education and Workforce Training classes are separate from credit offerings and do not count towards degrees, diplomas or certificate programs.

PAYMENT

Payment is due at time of registration. Make checks payable to UCC. Visa, MasterCard and Discover Card are accepted.

REGISTRATION

Pre-registration for Community Education classes is strongly encouraged. Registration at the first class session cannot be guaranteed in cases where the class is full or canceled due to low enrollment numbers.

4 WAYS TO REGISTER

1. **Online** – Go to umpqua.edu/cwt and select the “Register Here” button. You will be able to view and register for Community, Workforce Training Classes and Small Business Development Center Workshops and Events.
2. **Phone** – Call 541-440-4668 weekdays from 8 a.m. - 5 p.m. We accept Visa, Master Card and Discover.
3. **Mail** – Mail a completed Community and Workforce Training registration form found on this page with payment to:
 UCC CWT
 P.O. Box 967, Roseburg, OR 97470
 Do not send cash. Mail-in registration does not guarantee space. Fax to 541-440-7721.
4. **In Person** – Register 8 a.m. - 5 p.m., Mon-Fri.

(UCC is closed Fridays July 5 - Sept. 3)
 UCC Campus, CWT Building
 1140 Umpqua College Road
 Community and Workforce Training Office

REFUNDS

- Full refunds will be issued to all students if UCC must cancel a class.
- Students are eligible for a refund if they drop a class two business days prior to the class start date. To cancel a class, contact UCC Community and Workforce Training at 541-440-4668.
- Financial credit towards future classes may be considered based on special circumstances but is not guaranteed. Requests based on special circumstances must be requested in writing to:
 Community Education and Workforce Training Office
 PO Box 967
 Roseburg OR 97470

COMMUNICATION

Those registering online will receive confirmation to the email entered in the system. Those registering by phone, in person, or by mail will receive confirmation after the payment is processed. We will also contact you if the class is canceled, if there is a change in time, facility or location, or if the class is full.

INCLEMENT WEATHER

UCC Community Education classes held on campus are closed when UCC is officially closed due to severe weather. If your class is held at a local school and the school is closed due to weather, your class will be canceled for the evening. Listen to local radio stations or visit the

UCC website at umpqua.edu for weather closure information.

CAMPUS PARKING

Student and General Public: Students may park in the spaces designated by yellow lines. This parking is considered general parking and is open to all students and general public.

Disabled Person Parking: Special placards are required for parking in clearly marked Disabled Parking spaces. These placards are issued by the Oregon Division of Motor Vehicles and must be prominently displayed when parking in a disabled parking space.

Accessibility Parking: Special permit required for parking at the LaVerne Murphy Student Center east parking area. See Accessibility Services for special permit access.

GOLD CARD PROGRAM — SENIOR DISCOUNT



Douglas County Residents who are 60 years of age or older, and Disability Gold Card holders are eligible for a **20% DISCOUNT** off the costs of selected Community Education classes. Look for the symbol for classes that qualify for the Gold Card discount. **Eligible residents should enter “GOLD” during checkout or ask for discount if registering over the phone.**

UCC SBDC offices are located in the Umpqua Business Center at 522 SE Washington Ave., Roseburg 541.440.7824

FIRST STEPS TO STARTING A BUSINESS

GET READY TO START YOUR BUSINESS WITH THIS COMPREHENSIVE WORKSHOP

Filled with all the information required to take those first steps to becoming a business owner. This course is offered **twice per month** at UCC SBDC offices in the Umpqua Business Center. Instructors, Brandon Cordell, MBA and Lisa Woods, MBA
Cost: \$30 (2 people) Wed., 2-4 p.m. For more info visit umpqua.edu/sbdc



4-SESSION CLASS:

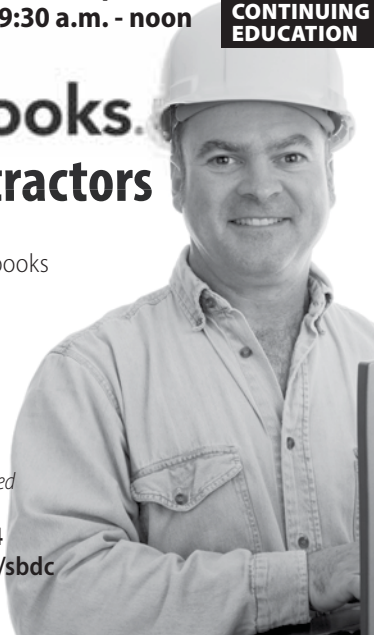
Wednesdays: Jan. 26 & Feb. 2, 6-8 p.m.
Saturday: Jan 29 & Feb 5, 9:30 a.m. - noon



- In-person instruction
- Learn how to navigate Quickbooks
- Create a company file
- Set up a chart of accounts
- Track job estimates
- Run job costing reports
- No prior Quickbooks experience required

Prior computer experience recommended

INFORMATION: 541-440-7824
REGISTRATION: umpqua.edu/sbdc
Cost: \$179



RECORD KEEPING & ESTIMATING FOR CONSTRUCTION CONTRACTORS

Get prepared to move forward confidently and avoid many of the mistakes that are common while you are waiting for your CCB License to arrive, or hone in on best practices if you're already in business. This training is also accompanied by 1:1 coaching through the SBDC to provide valuable insights into the specifics of your business.

Successful contractors learn very quickly that it takes more than being a craftsman. The mark of a thriving business is an owner that has a solid understanding of the back office processes for their business. This requires an owner with a solid foundation in business processes, recordkeeping and the ability to develop estimates that are fair to the contractor and client.

Navigate the Basics of Bookkeeping • Assets, Liabilities & Equity Taxes for the Self-employed • Job Costing & Subcontractors Marketing Materials & Review • Estimating Inputs & Tools

This 8-hour course provides professional development hours for your CCB License requirements. Get started now! **Cost: \$249**
Sat., Jan. 29, Feb 26 & March 26; 7a.m. - 3p.m. via Zoom

CCB CONTRACTORS CONSTRUCTION BOARD

PRE-LICENSE TRAINING & EXAM

The CCB Training & Exam provide the education required to obtain the CCB license.

Also included is the CCB exam, which covers the content in the NASCLA Contractors Guide to Business, Law & Project Management, 2nd ed.

Exams consist of 4 lessons:

- Oregon Construction, Employees & Subcontractors
- Oregon Code, Safety, Environmental Issues, Building Envelope
- Bids & Estimates, Contracts, Project Management, Lien Law
- Business Structure, Business Finance, Business Taxes



Friday/Saturday
7:30 a.m. - 5:30 p.m.
Jan. 7 & 8; Feb. 4 & 5
March 4 & 5
SBDC Room #140
Cost: \$450 Training & Exam
All materials included
Registration: umpqua.edu/sbdc
Call for information: 541.440.7824

UCC SBDC offices are located in the Umpqua Business Center at 522 SE Washington Ave., Roseburg 541.440.7824



REAL ESTATE BROKER'S PRE-LICENSE TRAINING

Complete our 10-week course and you'll be ready to take the State of Oregon Real Estate Broker's test! This hybrid live-and-online course meets for 10 weeks and combines lectures with home study to meet the 150-hour State of Oregon requirement. All materials included. Inst. D. Stribling **Cost: \$695**

Tues., Jan. 11, 2022, 6-9 p.m.

Sat., March 15, 2022, All-day review (optional) 9 a.m.-5 p.m.
UCC Campus TAP bldg., Room 16



SOCIAL MEDIA AND ONLINE MARKETING

This 8-week course is for business owners who are ready to enter the competitive world of online marketing. Focusing on demographic

targeting and remarketing, we will delve into the logic behind online marketing, and how to efficiently yield a better return on investment for your marketing dollars. Inst. Justin Deedon. **Cost: \$269**

Thurs, 5:30 - 7 pm: Jan 20, 27; Feb 3, 10, 17, 24; Mar 3, 10
UBC Conf. Room, 522 SE Washington Ave. Roseburg



Tues-Thurs
March 8, 10, 15;
2-4:30 p.m.
Cost: \$149

In this 3-class course series, you'll get an orientation and learn how to navigate QuickBooks, the most-used bookkeeping program for small business.

- Create a company file
- Set up and modify the chart of accounts
- Enter check and deposit transactions
- Reconcile bank statements
- Create and Study Income Statements and Profit and Loss reports and More!

Live interactive class format allows you to ask questions and get specific help with your bookkeeping needs.



SMALL BUSINESS MANAGEMENT PROGRAM

HELPING BUILD OREGON'S BEST BUSINESSES

Have a desire to succeed as a small business owner?

One-to-one confidential business mentoring, tools, market research, peer networking, financial analysis, and more — an estimated value up to \$6,000!

- Have great ideas to make your business more successful, but not time to implement them?
- Want to manage your time and financial resources to achieve a great return on investment?
- Want to learn how social media platforms like Facebook, Twitter, and LinkedIn can be part of your successful marketing strategy?
- Want to spend more time working ON your business rather than IN your business?

Cost: \$749 per business

Class meets monthly, Oct - June, 5:30-8:30 p.m., along with one-on-one advising. Course fee includes 2 people per business. Call 541.440.7824 or visit oregonsbdc.org for more information.



READY SET PLAN 8 WEEKS TO A COMPLETED BUSINESS PLAN!

Whether your small business is in idea, growth or exit stage, a business plan is a great way to present the full picture to your stakeholders, investors and potential partners.

LivePlan is a hands-on, online interactive business plan program, that prompts the user to answer questions about all aspects of their business, LivePlan will help write your business plan and present it in 8 weeks.

- **Putting Your Ideas into Words**
- **Forecasting Sales and Expenses**
- **How to Reach Your Target Market**
- **Building a Team**
- **Using Your Plan to Manage Business**

This 8-week cohort meets every other week for live online instruction. Then meet one-on-one with course Instructor, between class sessions to focus on your business' particular needs and nuances. **Cost: \$249**

Feb. 8, 22 & March 8 (every other Wednesday)
4 - 6 p.m. Live ONLINE

Access to internet and computer necessary.



The Oregon Small Business Development Centers are partially funded by the US Small Business Administration and the Oregon Business Development Department.

All SBA funded programs are extended to the public on a nondiscriminatory basis. Reasonable accommodations for persons with disabilities will be made if requested in advance. Contact the Small Business Development Center at Umpqua Community College, Umpqua Business Center, Ste. 116, 522 SE Washington Ave., Roseburg OR 97470 Telephone: (541) 440-7824 Umpqua Community College is an equal opportunity educator and employer.



ACADEMIC CALENDAR

WINTER 2022 REGISTRATION

Registration dates for undergraduate students are based on overall credit hours earned (credit hours are not earned until they are graded). Earned credit hours are shown on the academic transcript (see example below) which may be viewed in Student Records under Student Self Service. Please see the following list for your dates to register.

- November 5 Veterans Registration only
- November 7 (online only) >= 45 earned credit hours
- November 8 (online / in-person) >= 30 earned credit hours
- November 9 (online / in-person) >= 15 earned credit hours
- November 11 Open Registration

Note: Registration begins at 12:01 a.m., November 7 and runs continuously.

TRANSCRIPT TOTALS (UNDERGRADUATE) -TOP-						
	Totals Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Total Institution:	0.000	0.000	0.000	0.000	0.00	0.00
Total Transfer:	0.000	0.000	0.000	0.000	0.00	0.00
Overall:	0.000	0.000	0.000	0.000	0.00	0.00

WINTER 2022 SCHEDULE

Check our website for Student Orientation schedule.

November

- 29 | Monday Bus Pass Sales Begin
- 29 | Monday Textbook Sales Begin

January

- 3 | Monday Beginning of Instructional Class Days
- 3 | Monday Payment Deadline
- 7 | Friday Refund Deadline
- 7 | Friday Drop/Delete Deadline
- 7 | Friday Last day for Textbook Returns
- 14 | Friday Audit Deadline

CAMPUS HOURS

FACE COVERINGS AND SOCIAL DISTANCING REQUIRED

LaVerne Murphy Student Center

Monday-Friday 7 a.m. - 7 p.m.

Hawk Shop

Monday-Friday 8 - 3:30 p.m.

Sue Shaffer Learning Commons & Library

Library: Virtual Hours

Monday-Thursday 7:30 a.m. - 6 p.m.

Friday 7:30 a.m. - 5 p.m.

(For virtual library hours between terms, please visit umpqua.edu/library)

Success Center: Virtual Hours

Monday-Friday 8 a.m. - 5 p.m.

Campus Closed

- January 17 Martin Luther King Jr. Day
- February 21 President's Day

February

- 18 | Friday Withdrawal Deadline

March

- 11 | Friday End of Instructional Class Days
- 14-19 | Mon-Sat Final Exam Week



TUITION AND FEES

STUDENT FEES

At UCC a student may be required to pay for fees in addition to tuition. Credit classes require some “per credit” fees; term fees are charged each term; and course fees are associated with a specific class.

COURSE FEES

Course fees pay for the materials and supplies associated with the class you are taking (ie: lab supplies for a Science class or liability insurance for Nursing). Some courses are offered as self support and carry a fee amount that is required for course delivery and/or materials.

CREDIT REGISTRATION FEE

This fee is charged each term to students who enroll in 7 undergraduate credit classes. The proceeds go toward placement testing, degree/certificate application process, academic transcripts, degree verifications, and other record keeping.

INSTRUCTIONAL FEES

Paid by students taking credit classes, this fee supports the costs associated with labs and lecture/lab class formats.

LEGACY FEE

The fee will be used to fund new construction on campus and deferred maintenance on existing buildings.

STUDENT ACTIVITY FEE

Paid by students taking credit classes, this fee helps fund the operations of the Student Life office and supports student activities (including athletics). The fee funds the college contract with Umpqua Transit, which provides credit students with a reduced priced bus pass for the term.

STUDENT FEE FOR SUCCESS PROGRAM

Paid by students taking credit classes, this fee supports the Success Center and Peer Mentor program.

TECHNOLOGY FEE

Provides for the upkeep and renewal of campus technology infrastructure in support of classrooms, computer labs, and campus information systems.

UCCONLINE & HYBRID CLASS FEES

Fees pay for costs associated with providing students with online courses, including the delivery platform.

CREDIT TUITION AND FEES

Tuition and fees are payable by the deadline listed for each term. Tuition and fee rates are subject to change without prior notice.

Oregon Resident Tuition per Credit *	\$104
Student Resources fee per credit	\$14.50
(Student Activity Fee, Student Fee for SUCCESS program and Technology Fee)	
Legacy fee per credit	\$8
Instructional fee per credit	\$7
Total tuition fee per credit	\$133.50

Out-of-State	\$121
Student Resources fee per credit	\$14.50
(Student Activity Fee, Student Fee for SUCCESS program and Technology Fee)	
Legacy fee per credit	\$8
Instructional fee per credit	\$7
International tuition per credit.....	\$150.50
Total tuition & technology fee per credit.....	\$225

Gold Card Discounts — Credit Classes

Senior Gold Card holders (age 60+) receive **50% discounts** on credit course tuition and pay 100% of fees.

Other Fees

Credit registration fee per term (non-refundable)	\$25
UCCOnline class fee per course	\$30
UCC Hybrid class fee per course	\$30
Non-credit online classes through Community and Workforce Training	\$5
Graduation application fee.....	\$50
Graduation Fee ABS	\$30
Proctored test.....	\$18 per hour
Placement Assessments	
Retest fee - ACCUPLACER (reading or writing)	\$6
Retest fee - ALEKS (math)	\$15
Return check/stop payment charge fee.....	\$35
Course challenge fee per course	\$10
U.S. fax fee	\$3

Other fees vary from class to class. Fees are listed in the online class schedule for each class.

*Umpqua Community College provides free tuition to the dependents of Oregon United States military personnel who are 100% permanently disabled or deceased as a result of their military service, or who died while participating in operations as a part of the Global War on Terrorism. For further clarification, see policy 710.07 at Umpqua.edu/board-policies.

All veterans and their eligible dependents pay in-state tuition rates in compliance with Section 702 of the Choice Act and its addendum.

RESOURCES FOR SUCCESS

ACADEMIC ADVISING

Academic advising appointments are available in person, over the phone, or via Zoom. If you are a current student and need help we encourage you to contact the information desk to schedule an appointment at 541-440-4600. A variety of student services are provided to meet a student's individual needs while attending UCC. Services provided by an Academic Advisor include:

- Assisting with class scheduling, adding and/or dropping classes, and appeals
- Developing Student Educational Plans based on a student's educational goal
- Connecting a student with UCC support services and community resources
- Providing support when a student is facing a challenge(s).

Please feel free to contact the Office of Advising at 541-440-4610.

ACCESSIBILITY SERVICES

Students who experience barriers to access will find UCC's campus to be accessible and accommodating. Support services are available to students with many types of disabilities including mobility, auditory, visual, learning, chronic illness, and psychological. Services include, but are not limited to, alternate testing, note takers, readers, interpreters, mobility assistance, assistive technology, and consultation/collaboration with faculty and Accessibility Services.

Students will receive accommodations and other accessibility support services only when they submit appropriate documentation and register with the Accessibility Services office. The Accessibility Services office is able to setup accommodations **via face to face appointments**, by phone, and through Zoom teleconference meetings. New students are encouraged to make an appointment with the coordinator prior to taking the placement test, and as soon as possible each term for ongoing services. Please visit umpqua.edu/accessibility-services for additional information.

When requesting accommodations for performances and other public events, please contact Special Events at 541-440-4705.

Accessibility Services can be reached at 541-440-7900 or 541-440-7655 or Oregon Relay at 1-800-735-2900, and by fax at and by fax at 541-440-7880. The Accessibility Services office is located in the LaVerne Murphy Campus Center.

ASUCC STUDENT SERVICES

Your ASUCC Leadership team operates ASUCC Student Services, a program providing students with assistance through the tougher times. The program includes: food boxes and meat vouchers, backpack, and school supplies, personal hygiene supplies, laundry vouchers, and laundry soap, transportation assistance through gas cards, and subsidized bus passes, clothing closet, and textbook reserve. Call 541-440-4600 to learn how to request these services.

CAMPUS AND COMMUNITY RESOURCES

UCC offers many support services aimed towards helping students overcome barriers that they may face while going to school. UCC also partners with many community organizations that can provide assistance as well. Visit umpqua.edu/community-resources-for-students. If you can't find a resource for the assistance you need, please contact us at 541-440-7675. We may be able to help.

CAREER SERVICES

Career assistance is available to students and community members. Student job placement is available to students. The services include interest and/or personality assessments, career exploration, industry research, alignment of education and career goals, resumes, cover letters, applications, interview tips & tricks, interviewing practice, networking, and job search assistance.

To connect with Career Services call 541-440-7748 or email CareerCoach@umpqua.edu or contact Job Placement at 541-440-7797 or email Job.Placement@umpqua.edu. These services are provided in person, over the phone, or via Zoom. Please visit our website at umpqua.edu/career-services for more information.

FINANCIAL AID

Located in the Laverne Murphy Student Center, the Financial Aid Office serves as a resource for students wishing to further their educational goals. Students interested in financial aid are encouraged to complete the Free Application for Federal Student Aid (FAFSA) online at fafsa.ed.gov. UCC's federal school code is 003222.

Applications must be submitted each year beginning October 1. Possible resources include Federal and State grants, Federal Work Study and Federal Loans.



Using Student Self Service for Financial Aid

1. Go to umpqua.edu
2. Click on Student Self Service
3. Enter User ID Number (8xxxxxx),
4. Enter PIN Number
5. Click on **FINANCIAL AID**

UCC reserves the right to adjust student aid funds based on changes in anticipated cost of education, enrollment status, other student resources, and the availability of funds.

Contact Financial Aid at 541-440-4602. Additional information is available at umpqua.edu/financial-aid.

HAWK SHOP

Students can begin purchasing textbooks and supplies for Fall term beginning Monday, November 29 by visiting bookstore.umpqua.edu and clicking on the Shop and Compare Textbooks link to place their order. Orders can be picked up in the store or shipped. Debit or credit cards are accepted at any time. Winter Term financial aid monies are available to use beginning **December 13** Textbooks, supplies and laptops can be purchased using financial aid monies.

The UCC campus store is a resource for textbooks and course materials, school supplies, clothing, gifts, food items, beverages, laptops and a variety of other items at affordable prices. We are located adjacent to the LaVerne Murphy Student Center. Store hours are Mon-Fri, 8 am to 3:30 pm for Fall, Winter and Spring terms. Any changes to hours will be posted on the store's Facebook page.

Students purchasing their course materials in the store should bring a copy of their class schedules to ensure the correct textbooks are purchased for classes. Textbook buybacks are scheduled during finals week for Fall, Winter and Spring Terms and late August.

Follow the UCC Hawk Shop's Facebook page to be notified of important announcements and updates at facebook.com/umpquacchawkshop.

RESOURCES FOR SUCCESS

LIBRARY AND SUCCESS CENTER

The Library and Success Center are here to help you succeed in your classes.

Visit the library's website at umpqua.edu/library to access books, ebooks, academic articles, news, magazines, and streaming video. You'll find learning resources and tutorials and can check out textbooks, laptops, and calculators on reserve. The library offers a computer lab and study space. Librarians are available to help you with research for your classes, citations, Canvas, Zoom, technology, or general college questions. Email ucclibrary@umpqua.edu, call 541-440-4640, or visit umpqua.edu/ask-a-librarian to connect by chat or Zoom.

Visit the Success Center website at umpqua.edu/success-center for the peer tutoring schedule. 24-hour online tutoring is available through SmarThinking in Canvas. Email Success.Center@umpqua.edu or call 541-440-7831 to learn more.

PEACE AT HOME CARE (PHAC) ADVOCATE

The PHAC Care Advocate provides peer counseling, crisis intervention, healthy relationship training, connection to community services, and assistance with restraining orders. The Care Advocate can be reached at 541-440-7866.

PEER MENTORS

Peer Mentors are peers helping peers with: college forms and navigating college processes and campus technology, communicating with faculty and staff, referrals to campus and community services and, skill building related to goal setting, note-taking, organization, and time management. Call 541-440-7949 to connect with a Peer Mentor.

REGISTRATION AND RECORDS

For all Registration and Records information and requests, call 541-440-4604 or email registration@umpqua.edu.

STEP

STEP (SNAP Training and Employment Program) is a voluntary program for students receiving SNAP benefits that is designed to eliminate barriers and help students reach their career goals. STEP provides assistance with: tuition and fees; books and materials, supplies, clothing

& equipment (for courses), housing (rent/mortgage payments), utilities, phone, internet, automobile insurance, automobile repairs, transportations assistance, computer/laptop, printer, hotspot, software, employment related testing, permits, fees, work and training tools, job search training and support, and personalized support services. Call 541-440-7675 for more information.

STUDENT ACCOUNTS

The Student Accounts office assists students with processing payments over the phone. Staff are available for answering questions regarding tuition and fees, setting up direct deposit, setting up a payment plan through Nelnet, and processing of Financial Aid payments. We are here to assist those having difficulties in meeting their payment obligations. Our goal is to provide students with the necessary information to empower students to make financial decisions regarding their education investment. Contact Student Accounts at 541-440-7660 or via email at student.accounts@umpqua.edu.

TESTING SERVICES

Contact: 541-440-7659 or visit umpqua.edu/testing-services

TRIO: STUDENT SUPPORT SERVICES — TRANSFER OPPORTUNITY PROGRAM

TOP offers daily appointments, allowing students to connect with our staff to help students with concerns and work through the challenges of online coursework. Students can schedule appointments both virtually and in person. Our students attend customized tours of Oregon Universities and get assistance with how to transfer to those institutions. We also offer tutoring, financial aid, and scholarship assistance, grant aid, and access to our textbook lending library, along with the opportunity to attend other special events: including zoo tours, plays, community service, and exploring National State Parks. Our services are free of charge to all eligible students. To be eligible, you must be the first person in your immediate family to pursue a Bachelor's degree and/or meet the federal low-income guidelines.

Questions? Call 541-440-4712, or email TRIO@umpqua.edu.

WHO MAY ENROLL?

UCC has an open door policy and admits students in the following categories:

- Graduates from accredited secondary schools
- Individuals who have earned the GED Certificate of Equivalency or an Adult High School Diploma
- Non-high school graduates who are 18 years old or over and whose high school class has graduated
- Individuals who are 16 or 17 years old who are not required to attend high school and who furnish a written Release from Compulsory School Attendance may make application as a special student (ORS 339.030)
- High school juniors or seniors who present written approval from their school officials. (Course load must be approved by both schools)
- Some programs have special program requirements other than listed above

Citizens of other countries must meet certain federal immigration and college requirements before admittance to Umpqua Community College. International students can request special application materials from the UCC website. Students are required to attend an orientation. Non-credit students are not required to submit a formal application.

VETERANS

For all Veteran services information and requests Please contact Ann Abel at 541-440-4621 or via email ann.abel@umpqua.edu.

WELLNESS COUNSELING

UCC's Wellness Counselor offers short-term personal and crisis counseling for currently enrolled students, as well as referrals to community resources for long-term supports. The Wellness Counselor can assist with common student and personal concerns including but not limited to: anxiety, depression, grief, trauma, interpersonal concerns, stress management, and transitioning to college. The Wellness Counselor also facilitates weekly Stress Management Groups. To make a counseling appointment, call 541-440-7900 or reach out directly at 541-440-7896 or email hanna.culbertson@umpqua.edu. Appointments can also be made online using AdvisorTrac: advisortrac.umpqua.edu.



UMPQUA COMMUNITY COLLEGE

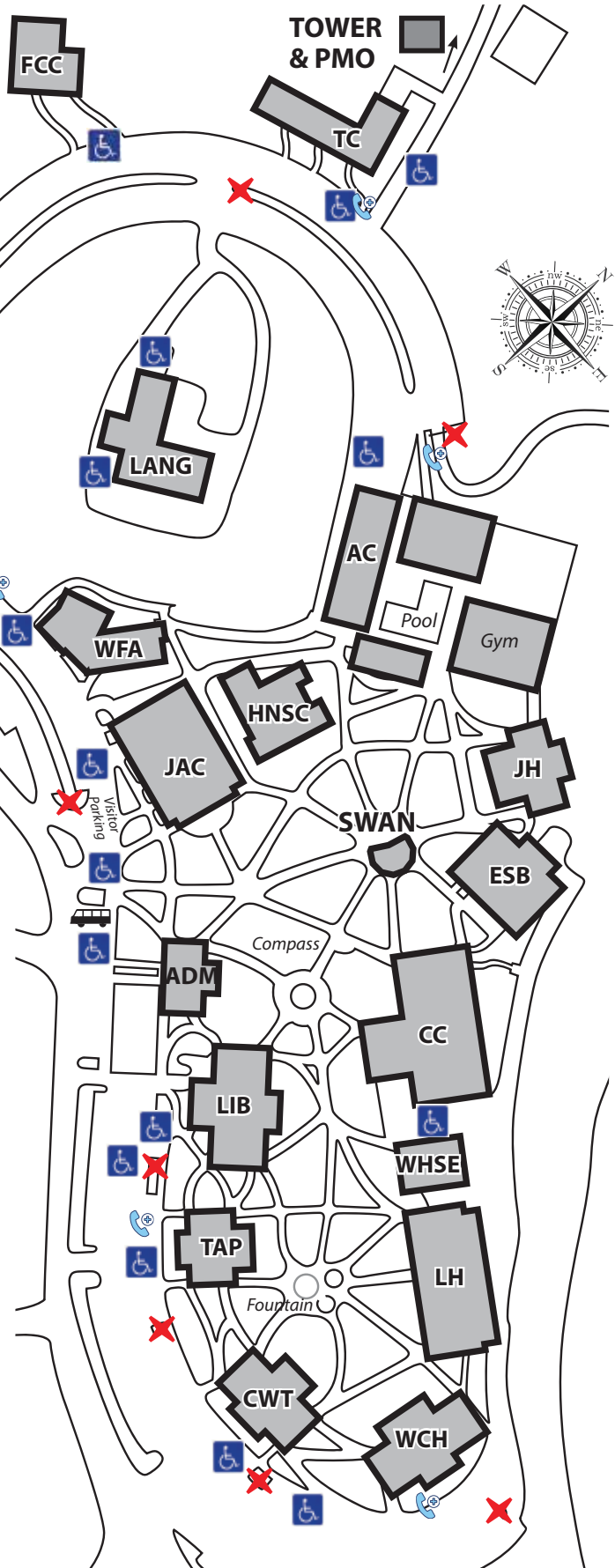
1140 Umpqua College Road
 Roseburg, OR 97470
 541-440-4600

Umpqua College Road
 Road leads to I-5 and Highway 99

LEGEND

- AC** Athletic Complex & Tom Keel Fitness Center
- ADM** Del Blanchard Administration Building
- CC** LaVerne Murphy Student Center
- CWT** Community Workforce Training
- ESB** Educational Support Building
- FCC** Ford Childhood Enrichment Center
- HNSC** Bonnie J Ford Health, Nursing & Science Center
- JAC** Jacoby Auditorium
- JH** Jackson Hall
- LANG** Lang Teaching, Learning & Event Center
- LH** Lockwood Hall
- LIB** Sue Schaffer Learning Commons & Library
- PMO** Paul Morgan Observatory
- SWAN** Swanson Amphitheater
- TAP** Tap^hoyt^ha' Hall
- TC** Technology Center
- TOWER** Tower Building
- WCH** Wayne Crooch Hall
- WFA** Whipple Fine Arts Center
- WHSE** Warehouse

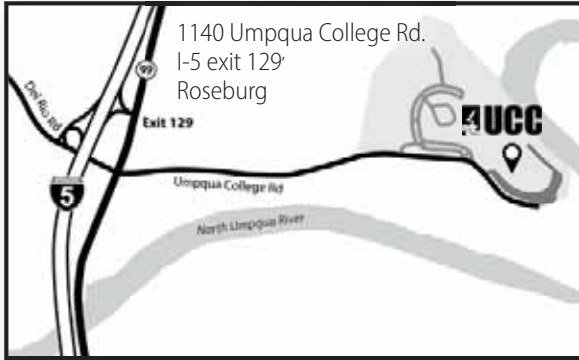
- Smoking Shelter
- Disabled Parking
- Bus Stop
- Emergency Phone



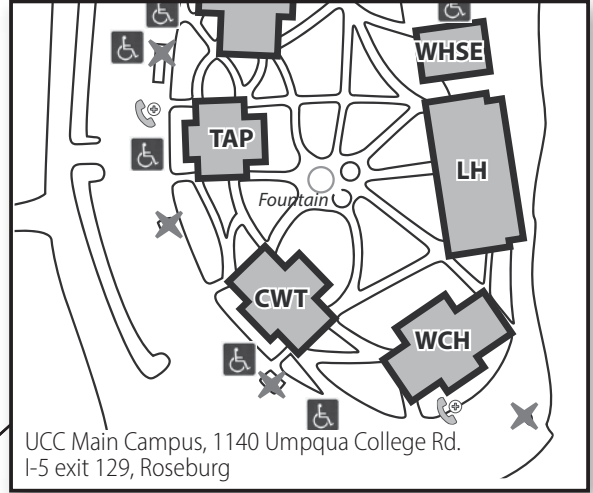
UCC LOCATIONS

GENERAL INFORMATION

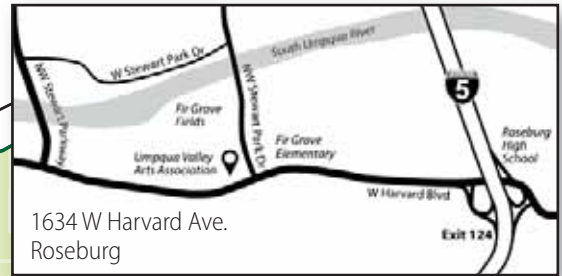
Umpqua Community College



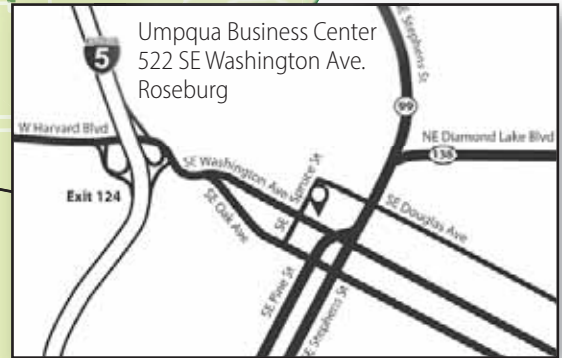
Community and Workforce Training



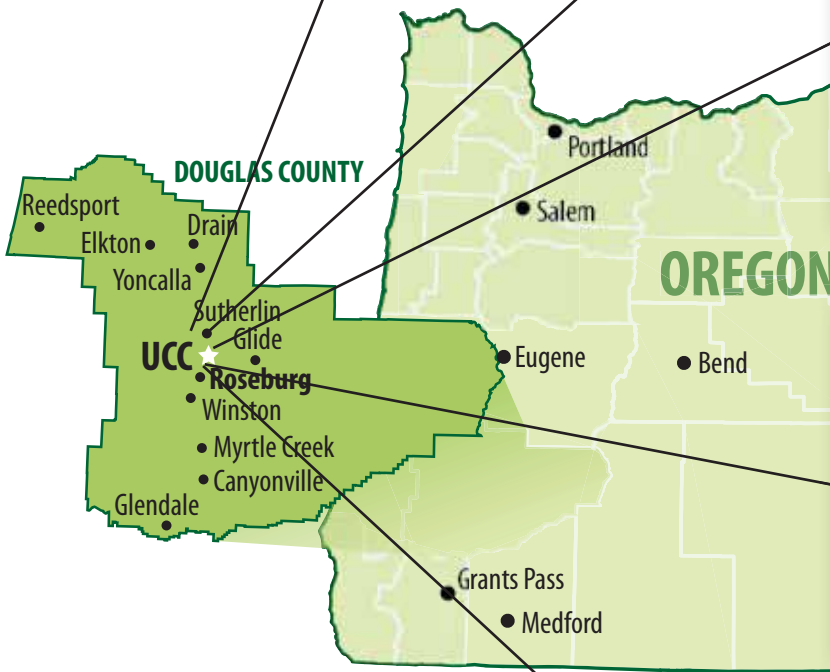
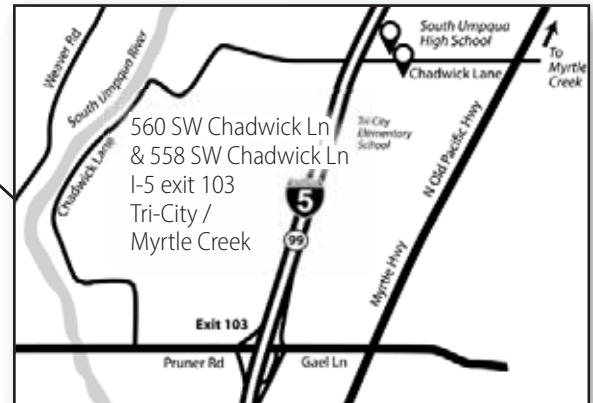
H. Woolley Adult Basic Education Center



Small Business Development Center



UCC South County Center





Winter term begins the week of January 3, 2022

Umpqua Community College
1140 Umpqua College Road
PO Box 967
Roseburg OR 97470

Periodical
Postage
PAID
Roseburg, OR

POSTAL CUSTOMER
ECRWSS

Become a Student at UCC

Apply Now with a Free Application

Get RiverHawk Ready

Do all the enrollment steps in one day

- Thursday, November 18, 10 a.m. - 1 p.m.
- Wednesday, December 15, 10 a.m. - 1 p.m.

Campus Tours

- Tuesday, November 16, 2 p.m.
- Tuesday, November 30, 2 p.m.
- Tuesday, December 14, 2 p.m.



umpqua.edu/enrollatucc

For more information about getting started at UCC, please contact the admissions office at 541.440.7743 or email admissions@umpqua.edu.