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 2014-15

- **Continue to enhance the relationship between the UCC Foundation and the UCC Board of Trustees.**
- **Assess and improve internal communications and cultural competencies and focus on internal staff development.**
- **Continue efforts to initiate construction for the Health, Nursing, and Science building and implement pieces of the Master Plan.**
- **Assist staff in creating a useful dashboard for monthly meetings.**
- **Continue to monitor political/legislative actions and advocate for UCC.**
- **The Board will focus on ways to remove barriers from recruitment and application to course completion.**

Executive Session per ORS 192.660(2)(d), 2:00 P.M.
VOL. XLIX, No. 11 BOARD OF TRUSTEES MEETING 3:00 P.M. Board Room, MAY 13, 2015
Work Session: OCCA Executive Director, following the regular Board meeting

AGENDA

MEMBERS:				ADMINISTRATION:	
Vanessa Becker, Chair	____	Elin Miller	____	Joe Olson	____
Joe Yetter, V. Chair	____	Sharon Rice	____	Roxanne Kelly	____
Betty Tamm	____	Wendy Weikum	____	Joyce Coleman	____
Bob Bell	____			Rebecca Redell	____

I. CALL TO ORDER — **Chair Becker**

II. ATTENDANCE — **Chair Becker**

III. CONSENT AGENDA — **pp 1-7**

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.

IV. CHANGES TO THE AGENDA — **Chair Becker**

V. 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.

VI.	**INTRODUCTIONS & FOCUS PRESENTATION**		
	A. Introductions: Skills USA Students	**Kevin Mathweg**	
VII.	**ASUCC REPORT**	**Megan Morehouse**	
VIII.	**ACEUCC REPORT**	**Judy Ode**	
IX.	**UCCFA REPORT**	**Marie Gambill**	
X.	**PRESIDENT'S REPORT**	**Dr. Olson**	**pp 8-24**
XI.	**OCCA REP. REPORT**	**Dir. Bell**	
XII.	**STUDENT SUCCESS UPDATE**	**Ali Mageehon & Caroline Hopkins**	**p 25**
XIII.	**OLD BUSINESS**		
	A. Cohort Default Rate	**Michelle Bergmann**	**p 26**
XIV.	**NEW BUSINESS**		
	A. Oregon Community College Association Update	**Andrea Henderson**	**p 27**
	B. Testing Fees	**Joyce Coleman**	**p 28**
	C. Revised Budget Calendar	**Rebecca Redell**	**p 29**
	D. Res. #8, Approval to Transfer Appropriations	**Rebecca Redell**	**pp 30-31**
	E. Res. #9, Approval to Spend Funds	**Rebecca Redell**	**pp 32-33**
	F. Early Retirement Request	**Lynn Johnson**	**pp 34-36**
	G. Reduction in Force	**Lynn Johnson**	**p 37**
XV.	**BOARD COMMENTS**	**Chair Becker**	
XVI.	**ADJOURNMENT**	**Chair Becker**	

IMPORTANT DATES:

- Cow Creek Scholarship Award Dinner, May 16, Seven Feathers Convention Center
- ABSD Graduation, June 11, 7:00 p.m., Swanson Amphitheater
- Commencement, June 12, 6:00 p.m., Swanson Amphitheater

NEXT BOARD MEETINGS:

- Executive Session, per ORS 192.660(2)(i), May 14, 2015, Board Room, 1:00 pm; followed by open session
- Budget Committee, May 20, 2015, Lang Center, 6:00 p.m.
- Board Meeting, Wednesday, June 10, 2015, Board Room, 3:00 p.m.

Robynne Wilgus, Board Assistant, 541-440-4622 voice or 541-440-4626 TDD (Human Resource Office). The UCC Board will provide, upon request, reasonable accommodation during Board meetings for individuals with disabilities.

BOARD OF DIRECTORS UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	_____ Information Item __X__ Action Item

Subject: Consent Agenda	Date: May 13, 2015

Recommendation:

Recommend approval of:

Minutes of College Board Meeting of April 8, 2015 pp 1-4

Minutes of College Special Board Meeting of April 28, 2015 pp 5-6

Personnel Actions p 7

Recommendation by:	Approved for Consideration:
Lorynne Wilgus	U.C.C. President

UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
April 8, 2015

The Umpqua Community College Board of Trustees met Wednesday, April 8, 2015, in the Board Room of the UCC Welcome Center, Roseburg, Oregon. Board Vice-Chair Yetter called the meeting to order at 3:00 p.m. and the pledge of allegiance was given.

Directors present: Bob Bell, Elin Miller, Sharon Rice, Betty Tamm, Wendy Weikum, and Joe Yetter
Director excused: Vanessa Becker

Others present:

Joe Olson	Lee Salter	Megan Morehouse	KC Perley
Robynne Wilgus	Jason Aase	Caroline Hopkins	Mandie Pritchard
Roxanne Kelly	Jessica Richardson	Tammy Rucker	Judy Ode
Joyce Coleman	Marie Gambill	Scott Nicholson	Susan Taylor
Rebecca Redell	Ali Mageehon	Marjan Coester	David Farrington

Consent Agenda:

A. Board Minutes of March 11, 2015
B. Personnel Actions

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

Changes to the Agenda – there were none.

Citizen Comments - there were none.

Introductions

Marjan Coester, Director of Student Life, introduced the two students selected for the All Oregon Academic Team (AOAT): Scott Nicholson and KC Perley. The students' academic goals, volunteer involvement, and personal motivation for their educational pursuit were shared. They will be honored at the AOAT reception in Salem on April 30.

ASUCC Report

ASUCC Vice President Megan Moorhouse reported ASUCC now has nine senators, which is the fullest the team has been all year. The Election Committee is doing a great job in preparing for the upcoming elections. Spring activities are being planned.

ACEUCC Report

Judy Ode, ACEUCC President, report on the distribution of the Classified Professional Development funds. The Classified Association is preparing for fall Inservice.

UCCFA Report

UCCFA President, Marie Gambill, reported on the recent end-of-term Faculty meeting. This term's students are very studious and serious. Faculty are expecting a good term.

President's Report

Dr. Olson began his report by asking Lee Salter, Director of Community Relations, for information on the April 20 neighborhood meeting. This will be an opportunity for UCC neighbors to be informed and ask questions about the Bonnie J. Ford Health, Nursing, & Science Center building project. Ms. Salter also informed the Board of the May 15 Ground-breaking Ceremony. Dr. Olson highlighted the energy savings efforts of Director of Facilities Jess Miller. At the last Oregon Presidents' Council, a new organization chart for CCWD was distributed, it was noted that the topic of outcome based funding has been deferred until the fall of 2015, and there was a discussion on strategic funds and the enrollment factor/cap. The good news of the week is deferred maintenance funding for community colleges may be in the state budget. The discussion continues regarding community colleges awarding applied baccalaureate degrees. To answer Dir. Rice's inquiry, Dr. Olson invited Registrar David Farrington to respond. Mr. Farrington explained the need for building specific programs before awarding the degree, and the purpose is to fill a need within the state. About one-half of all states award the degrees, including California and Washington. There is also a movement within the state for some four-year institutions to offer a two-year degree. The Joint Ways and Means Committee Road Show will be in Grants Pass on Saturday, April 25.

OCCA Report

Dir. Bell explained his understanding of state funding and expressed the immediate need of higher funding with incremental increases in the coming years in order to reach the 40/40/20 goal in 2025. The discussion on adoption of student readiness tests is narrowing down to four choices; the purpose is to ensure equal testing among Oregon's community colleges. Dir. Bell is unsure if UCC uses one of the options. There seems to be momentum for moving the legislation forward regarding community colleges having one kind of financial assessment. One bill that is fairly sure to pass is regarding staff certification for certain employees to give counsel to a victim reporting a sexual assault. These items may have funding impacts to the college. Dir. Rice inquired as to the level of enthusiasm for the 40/40/20 goal. Dir. Bell explained there is concern that the Oregon Education Investment Board (OEIB) will undermine the local community college and university boards; however, will state control place the college in a better position? The 40/40/20 goal is a very expensive idea.

Student Success Update

Ali Mageehon, Dean of Academic Success, and Caroline Hopkins, Director of TOP, briefly mentioned the recent visit of Achieving the Dream coaches. The coaches were impressed with the recently organized task forces and are delighted with the monthly Student Success Updates to the Board. Two students, KC Perley and Tammy Rucker, were introduced to share about the Peer Mentoring program which is one of the initiatives of success. Peer Mentors help with anything outside of tutoring, advising, and counseling; financial aid, FAFSA, suspension letters, documentation, filling out applications, and other processes. Ms. Rucker explained that Mr. Perley was her Peer Mentor last year and now she is a Peer Mentor. She

shared her personal experience and how it created self-determination. Mr. Perley explained that Peer Mentors lead the student orientation tours and have an immediate outreach to students. They are now reaching out to Woolley Center students. The mentors have FERPA training and verify student identity prior to discussing personal information.

Old Business – there was none.

New Business

Dr. Roxanne Kelly, Vice President of Instruction, requested the Board's approval of the discontinuation of the Construction Technology, Aviation Technology, and Green Technology programs beginning the 2015-2016 academic year. All three programs have been suspended for a minimum of one year. Students enrolled in these programs have either completed the program or transferred to another program or college. Upon questioning from the Board, Dr. Kelly explained there is no cost to the college to keep the Green Technology program open; however, when one student enrolls then the college has to run a section. Green Technology relates to the maintenance of a solar plant. During the discussion, Dean Jason Aase confirmed Dir. Bell's understanding that the International Program will be postponed for one year.

Motion: **I move for approval of the discontinuation of the three programs as presented. Motion by Dir. Bell, seconded by Dir. Weikum and carried unanimously.**

Rebecca Redell, Chief Financial Officer, presented the request for the approval of the Revised Budget Calendar for Fiscal Year-2016. The budget situation is very tight; the calendar revision will provide the opportunity to be extremely thoughtful of how to close the budget gap. The budget calendar is attached to the permanent board minutes.

Motion: **I move for approval of the revised budget calendar for fiscal year 2015-16 as presented. Motion by Dir. Miller, seconded by Dir. Weikum and carried unanimously.**

After the initial motion and discussion, there was agreement to add a second budget meeting on May 20; this meeting will only take place if it is needed. Dir. Miller amended the motion accordingly.

Ms. Redell requested the Board's approval of Resolution #7, Approval to Spend Funds. This is a resolution to increase appropriations in the Special Revenue Fund – Grants and Contracts. Sara Carson was awarded an additional $161,131 from the Department of Human Services Job Opportunity & Basic Skills (JOBS) to support the ongoing JOBS service planning and to conduct contract monitoring and ongoing planning of the district's JOBS program. The resolution is attached to the permanent board minutes.

Motion: **I move for approval of Resolution #7 as presented. Motion by Dir. Weikum, seconded by Dir. Bell and carried unanimously.**

Board Comments

- In recognition of extraordinary efforts by a faculty member, Dr. Olson requested Dr. Kelly to share about the jump in the automotive program. Dr. Kelly shared that John Blakely has been working diligently, along with the departmental faculty, for the last couple of years towards improving the Toyota T-TEN program at UCC. The college has been recognized as the T-TEN provider of choice for the region, which extends to Sacramento, Reno, Idaho, and up to the Washington border. Mr. Blakely has been recruiting extensively and has over 175 students interested in the program. Program enrollment for the next few years was described. Mr. Blakely is also working on a "Dealer Ready" program for the non-Toyota area in which Snap-On is involved. Dr. Kelly said it is exciting to share about a growing program.

Meeting adjourned at 4:06 pm

Joe Olson
Clerk of the Board

Vanessa Becker
Chair of the Board

Recorded by Robynne Wilgus

Attached to the permanent Board minutes:

- Revised Budget Calendar for Fiscal Year 2015-2016
- Resolution No. 7

UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
April 28, 2015

The Umpqua Community College Board of Trustees met for a Special Meeting on Tuesday, April 28, 2015, in the Board Room of the UCC Welcome Center, Roseburg, Oregon. Board Chair Becker called the meeting to order at 9:30 a.m. and the pledge of allegiance was given.

Directors present: Vanessa Becker, Bob Bell, Elin Miller, Sharon Rice (via phone), Betty Tamm, Wendy Weikum, and Joe Yetter

Others present:

Joe Olson	Donna Goebel	Cathy Vaughn	Donna McGeehon	Joyce Coleman
Robynne Wilgus	Rebecca Redell	Lisa Fields	Debbie Hill	Danielle Haskett
Roxanne Kelly	Lynn Johnson	Kathy Thomason	Sylvia Metsig	Michelle Bergmann
Jason Aase	Marie Gambill	Lee Salter	Kate Stringer	Jennifer Roth
Jessica Richardson	Ethan Snyder	Diana Kelly	Victoria Sawyer	Carol McGeehon

New Business

This meeting was convened for one agenda item. As an introduction, Dr. Olson said that in keeping with Board Policy and meeting the letter of the law concerning existing contracts, permission is requested to enact a reduction in force. Lynn Johnson, Director of Human Resources, requested Board approval for a reduction in force due to financial considerations and the college having exhausted all other avenues.

After some discussion, the Board expressed confusion with the reduction in force policy and process and requested to move into executive session. At 10:06 a.m. Chair Becker recessed the regular meeting and called for an Executive Session according to ORS 192.660(1)(d). Dir. Yetter excused himself at this time as he had another commitment elsewhere. At 10:53 a.m. the Board reconvened into open session.

Dir. Miller indicated the Board now has a better understanding of the process that went into making the decision for a reduction in force. The process of Board involvement could have been done better. A review of the policy is needed to see how it can be improved. In reference to why administration felt a reduction in force was necessary, Dir. Miller also expressed the desire to abide by the policy recommendation of keeping the reserve budgeted at 8%.

Motion: **I move for approval to accept the reduction in force as presented. Motion by Dir. Bell, seconded by Dir. Weikum. Chair Becker and Dir. Bell voted in favor and Directors' Miller, Tamm, Weikum, and Rice were opposed.**

Chair Becker will be in communication with the administration to discuss available options and she encouraged Board members to contact Dr. Olson for additional information and/or questions.

Dir. Tamm said this was a hard decision and she recognizes the need for the proposal. However, the process bothered her. If it had been done differently, there may have been agreement.
In response to Dir. Bell's question of the reduction in force option being off the table because of the sixty-day notification requirement, it was confirmed by Ms. Johnson there were only two days left to meet the criteria for ending employment on June 30.

The meeting adjourned at 10:59 a.m.

Joe Olson
Clerk of the Board

Vanessa Becker
Chair of the Board

Recorded by Robynne Wilgus

UMPQUA COMMUNITY COLLEGE

Serving Douglas County Since 1964

TO: UCC Board of Directors

FROM: Lynn Johnson, Director of Human Resources

SUBJECT: Personnel Actions

DATE: May 13, 2015

Board approval is requested on the following personnel action(s):

Administrative/Confidential-Exempt Contracts:

n/a

Faculty Contract:*

Clare Leeper, WCJC Instructor, 05/04/15

Separations:

Cheryl Palmer, Nurse Educator, 06/12/2015 – Resignation

*Nursing staffing – two positions have been filled

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

__X__ Information Item

_____ Action Item

Subject: Reports	Date: May 13, 2015

ASUCC Report	Megan Morehouse
ACEUCC Report	Judy Ode
UCCFA Report	Marie Gambill
President's Report	Dr. Joe Olson
OCCA Board Report	Dir. Bob Bell

Recommendation by:

_____

Approved for Consideration:

_____
U.C.C. President

MAY 2015 BOARD REPORT
Joe Olson, President

Significant Meetings:

April 7 Healthy Forests
April 10 Achieving the Dream Taskforce
April 12 David Jacques, The Beacon
April 15 UCC Housing Discussion
April 16 Winston Area Community Partnership
April 17 Open Forum
April 20 The Partnership
Neighborhood Meeting
April 21 Douglas County Investment Dev. Board
April 22 HNS Oversight Committee
April 23 Roseburg School Superintendent Search
April 24 UCC Board Candidate Orientation
April 25 Ways & Means Roadshow
April 29 G., Henderson, L. Paterson, & M. Lasher
April 30 All Oregon Academic Team Brunch
May 2 Senator Ron Wyden Town Hall

I've attached the agenda from last month's community college Presidents meeting. Incredibly, I needed to get back on campus and was not able to provide the input I would have liked. There is one issue of concern to community colleges and that is "The Western Promise". Western Oregon University tried to replicate a model that has been implemented at Eastern Oregon University, which was called "The Eastern Promise". This has been a complicated venture with the biggest point of contention over who certifies high school teachers to be eligible to teach college level courses. Western Oregon is seeking to liberalize the certification process; they might allow high school teachers without an acceptable certification. Western is also realizing a complicated transcription process. OCCA has been taking the lead on this issue and has done a remarkable job considering the complexity of these matters. It becomes an issue at UCC when it is time to enroll students and we have little way of knowing if a Western transcript will be meeting other statewide standards.

This Saturday I was once again fortunate to serve as moderator for Senator Ron Wyden's Town Hall, which was held at UCC. I find these town halls to be an intriguing political exercise. Personally, it also allows me to gain a sense of understanding as to what is on the minds of the citizens of Douglas County. There was no burning issue raised during the Town Hall; many of the questions were related to timber and liquefied natural gas. Once again, I concluded the Town Hall more confused than enlightened.

This year I was able to attend the All Oregon Academic Team Brunch. I found the event particularly rewarding because I had more time to spend with our students and was able to share in their experience of meeting our new Governor. I must say, Governor Brown spent almost an hour with our community college students greeting each one individually and, with her very genuine exchange, took great interest in the students from across the state. Most anytime I am in Salem, I take any opportunity to stop in at the state capitol and meet with our elected officials; sometimes I may not be able to meet with them personally but I am able to get to know their staff.

I took the opportunity to attend the open forums for the three Roseburg Schools Superintendent finalists. I was encouraged by the quality of these three finalists and look forward to working with Gerry Washburn this summer. I was disappointed this summer to learn of Douglas County loosing two more superintendents one of which is our good friend Steve Kelley at South Umpqua School District. I have enjoyed working with Steve and refining the relationship between the District and the College. In his advocacy for higher education, he has helped UCC establish a very strong presence in south county. I wish him well as he will be leaving in June to take a position with the Oregon School Board Association.

Oregon Presidents Council
Friday, May 1, 2015, 8:00 a.m. – 2:30 p.m.
Joanne Truesdell, Chair

OCCA Office, 260 13th ST NE, Salem
Note: NEW parking instructions attached to email!

AGENDA

7:30 – 8:00 a.m.	Breakfast	All
8:00 – 8:45 a.m.	CCWD Update	Jim Middleton
8:45 – 9:30 a.m.	Strategic Fund Conversation	Jim Middleton and All
9:30-10:15 a.m.	• SENSE support for fall of 2015 • Career pathways support for 2015-2016 • A reminder on conversations this summer on student success and virtual center • Shared aligned drone UAS/UAV curriculum	Connie Green and All
10:15 – 10:30 a.m.	Break	
10:30 -11:00 a.m.	High School-Dual, Proficiency, etc. Based Credit	Joanne Truesdell
11:00 – 11:15 a.m.	WIOA Update	Jessica Howard
11:15 – 11:45 a.m.	Career Pathways and the Strategic Fund	Jessica Howard and Mimi Maduro
11:45 – 12:30 p.m.	Lunch	
12:30 – 12:45 p.m.	Shared Learning from AACC	All
12:45 – 1:00 p.m.	General Updates	All
1:00 – 1:45 p.m.	OCCA Update	Andrea Henderson
1:45 – 2:30 pm	HECC Update	Ben Cannon
2:30 pm	Adjourn	

Board Report
Instructional Services
May 2015

Dr. Roxanne Kelly, Vice President for Instruction:

- The 26th Annual Advisory Reception was held on April 23rd at the Lang Event Center with over 140 business and industry partners in attendance. It was a great success and we had the opportunity to recognize three outstanding partners for the 2014 – 2015 academic year. Recipients include: Umpqua Valley Nursing and Rehabilitation Center, the Cow Creek Tribe, and Mr. Josh Burdett from the Umpqua Community Health Center. The Advisory meetings were held after the dinner and program. A big thank you to Jessica Richardson and Katie Workman for making this event a wonderful success.
- The Accreditation committee and I are continuing to compile the required documents and completing the writing needed for the year seven report. The information Martha Joyce and I gathered from our recent Northwest Commission on Colleges and Universities workshops is continuing to be very beneficial.
- Instruction has been working to make adjustments to our 2015-2016 budgets to meet the necessary reductions while still focusing on student success and maintaining the services that are essential to students.

Dr. Ali Mageehon, Dean of Academic Support:

- Dr. Mageehon is working with the accreditation committee and campus members to complete the draft of the year seven accreditation report, as well as providing information to campus regarding the year seven evaluation visit on October 19-21, 2015.
- Dr. Mageehon, April Hamlin, Joan Campbell and Sara Carson all participated in the Intercultural Development Inventory (IDI) Qualifying Administrator training in April.

ABS

- The ABSD program will begin a ramp-down of the Adult High School Diploma program and a ramp-up of GED instruction at the Woolley Center during the 2015-2016 school year, in anticipation of the Workforce Innovation and Opportunity Act of 2014. We will begin working with staff and faculty to prepare for new expectations with regard to GED instruction and service delivery.
- George Shaffer, the Work-Based Learning Coordinator, was recognized with a national award for his work at Wolf Creek Job Corps at the Forest Service Job Corps National Director's Honor Awards Ceremony in Denver on April 1st.
- The National Adult Education Honor Society Induction ceremony was held on April 21. 16 students were inducted into the NAEHS, celebrated by staff, faculty, family, and friends.
- The ABSD program hosted a Community Partners meeting on April 23rd, which was well attended. In addition to presenting information about changes in the ABSD program as well as presentations on Core Skills Mastery and the National Career Readiness Certificate. Presentations about On-The-Job Training by UT&E, Neighbor Works Umpqua information, and the Phoenix School / UCC Partnership were also provided.
- The Woolley Center Learning Garden "Garden Party" is scheduled for May 7th, 2015. This event features a 5-course prix fixe meal created by the UCC Culinary Department;

entertainment by the Umpqua Singers, a silent auction, and, of course, the wonderful opportunity to support a great project in our community! Come join us!

Success Center

- Director Ethan Snyder attended a two-day Bureau of Labor and Industries on supervision and employment law in Portland, Oregon.
- Coordinator Tyler Ramos and Director Snyder have been collaborating across campus to develop a summer skills review, which includes multiple disciplinary technology. This will course will be offered at no cost to students.
- A training session for Supplemental Instruction leaders was offered by Coordinator Tyler Ramos and Director Ethan Snyder. The SI program continues to be developed. Director Snyder is actively working with Community Relations to develop a new brand and marketing for the Success Center.

Educational Partnerships

- The annual enrollment for dual credit for 2015-2016 is 2083, spread over 145 courses in all 14 high schools.
- The Educational Partnerships Office is processing new teacher applications for 2015-2016.
- The Hospitality and Restaurant Management program was approved by the HECC.

UCCOnline

- Joan Campbell attended the Open Educational Resources workshop with Bob Bell and Carol McGeehon at Lane Community College.
- Danielle Haskett, Matt Goff, and the UCCOnline team is almost done with an accessibility course applicable to both online and face-to-face courses.
- Danielle Haskett, Matt Goff, and Joan Campbell attended the QM Works Northwest Regional Conference, including the workshop on accessibility. Joan also presented with OCCDLA colleagues on the Oregon collaboration for QM.
- Over 50% of Angel courses have been migrated to Canvas.

JOBS

- JOBS participated in several trainings/community events this month. Tina Nuzum, Jon Jackson, and Shannan Rinkle attended the ABSD Community Partner Meeting, and Estela Smith will be attending the OEC meeting.
- The OECDC 2015 Career Expo that JOBS participants and staff took part in during March had the following attendance:
  Participating Businesses and Service Providers
  Veteran Services - 4
  Employers - 38
  Service Providers - 5
  Total - 47
  Students - 85
  Job Seekers - 218
  Total Attended - 303

JOBS staff also used the UCC Riverhawks Bus to transport JOBS participants, who otherwise would not have been able to attend this event.

- Job Placements for participants in the program increased this month.

Jesse Morrow, Dean of Career Technical Education:

- Dean Morrow traveled to Salem to participate in a meeting to consider standardized placement testing statewide. This is an ongoing process that Elizabeth Cox Brand is spearheading as the Director of Student Success and Assessment for OCCA. More information will be presented as the process either moves forward.
- Dean Morrow and Carol McGeehon, Director of Library Services, traveled to Rapid City, South Dakota to attend the WICHE conference. This was Dean Morrow's second conference and a first for Carol. They attended several workshops and open forums about challenges with student placement, open resources retention and transfer to University systems. In some of the workgroups it was clear that Oregon's AAOT is regarded as an example of what surrounding states need to have in place in order to close the disconnect with university systems and technical and community colleges.

Business:

- Fulbright Scholar-in-Residence and Business Department Assistant Professor, Dr. Volodymyr Dankiv, made a presentation to Clackamas Community College on Thursday, April 17. His talk focused on a comparison of Ukrainian and Russian economies.

Fire Science:

- The Fireblast Trailer has been to North Douglas Fire & EMS, Myrtle Creek Rural Fire District, City of Roseburg, and Douglas County Fire District 2 and is now at Glide Rural Fire District. UCC truck driving instructors have made this possible using the UCC trucks for moves.
- Wildfire Refresher (non-credit) classes have been very well attended with some classes overfilling.

Dental Assisting:

- The Dental instructional team attended the Oregon Dental Convention in Portland on April 9, 10 and 11. They earned a total of 36 CE credits and learned very useful information to share with students. They toured exhibits featuring products, equipment, and innovations in dentistry and made some valuable contacts for the assisting program.
- UCC's marketing department has gone above and beyond to help promote the dental assisting information night on May 6 at 7pm. Their efforts combined with Kira Oerman's promotion to the schools encourage a good turnout.
- The 20 current students are on track to graduate and the staff and students are looking forward to the dental pinning ceremony on June 10th at 6pm in the Lang Center.

Apprenticeship:

- Of the nine 2014 inside electrical applicants, two are left on the "Accepted for Apprenticeship" list, meaning they are ready for hire. Application for the program is open.
- One industrial electrical apprentice has completed the program and been referred to state exam. Two more will be referred to exam upon completion of spring term.

- The coordinator is working with Southwestern Oregon Community College staff to schedule the hydraulics sequence next year for Brookings millwright apprentices, via distance format.

Community and Workforce Training:

- Six students recently completed the requirements and earned their CDL in the UCC Truck Driving Program. This brings the total number of students earning their CDL in the 2014-15 year to 40.
- Sixty students are enrolled in Driver Education at locations in Riddle, Roseburg and Sutherlin.
- Customized training completed four trainings for local employers.
- Community Education Classes that are open to the public continue to see higher registration numbers with the number of classes increasing by 30% from 2013-14.

Automotive:

- UCC's newly structured T-TEN program has accepted 7 students into the 2015-2017 program as of this date. The plan is to accept 18 students for the fall 2015 class. The new students have been screened and accepted by their sponsoring dealerships where they are going to start their internships this summer. During the week of April 6th, four of the accepted students traveled from Reno, Nevada to UCC to tour the campus and complete their entrance requirements.

CIS & Engineering:

- 15 CIS, a few Engineering students, and CIS instructor John Blackwood attended Google's Start Up weekend held at UCC April 24-26. The event was organized and hosted by the SBDC. 12 of the CIS students and the Engineering student, made up 13 of the 36 pitches given on the first night. Of those pitches, 2 CIS and the Engineering student, and Mr. Blackwood's pitch were chosen as part of the top 8. The pitch that was selected as the winner was the idea presented by John and his wife. John reports that although he is very excited and honored with the result, he is even more proud of the UCC students for their hard work and tireless dedication during the event. The students are already talking about ideas and making plans for future opportunities.

Jason Aase, Dean of Arts and Sciences:

- Dean Aase continues to participate in STEM/STEAM related events and meetings and Allied Health and Science Center planning meetings.
- Work on the Course Outcome Guides, in collaboration with department chairs, continues. This work is to prepare for our Accreditation visit this fall
- Dean Aase presented the last faculty lecture in the Passport to Learning series: *Earthquakes and Tsunamis in the Pacific Northwest*
- Dean Aase participated in Walk a Mile in Her Shoes. (And there is photographic proof…) His feet are healing nicely.

Fine and Performing Arts (see UCC webpages for details on these events)

- The Art Gallery will present the Student Showcase for the 2014-15 year in May/June.
- The Umpqua Chamber Orchestra and UCC Chamber Choir will perform at First Presbyterian Church on May 19.

- The Umpqua Singers will give their last regular performance of the year on June 5 in CenterStage Theatre.
- *The Merry Lives of Windsor High* (adapted from Shakespeare's play) will have six performances starting May 8.

Journalism and English

- Melinda Benton shares two student success stories:
    - *The Mainstream* reached a new record of 800 views online for a story about a former UCC journalism student now in Nepali. The story shared the student's perspectives that our journalism program was instrumental in helping him overcome fears and develop communication skills which he now uses globally to bring attention to underserved children. He now writes and photographs for non-profit organizations as part of relief efforts around the world.
    - Another former student and *Mainstream* staffer recently spoke to students in Melinda Benton's WR 227 class, Technical Writing. She shared that the skills she learned as a UCC technical writing student are being used successfully in her employment with Girls to Women, a non-profit organization near San Francisco.

Science

- Ken Carloni has a pending articulation for the Natural Resources program with OSU.

Anya Petersen-Frey, Director of UCC SBDC and UBC:

- Successful Startup weekend April 24-26. 65 registrants plus over 15 volunteers from our community as judges and coaches. Feedback from the community is positive. A recap, and the winners, will be at the Young Entrepreneur Society meet-up on April 29 at the Umpqua Business Center.

Carol McGeehon, Library Director:

- The library is subscribing to a new statistical database called Statista for use by students, faculty and staff.
- The library is hosting the set of plans and specifications for the Bonnie J. Ford Health, Nursing, and Science Center for viewing by contractors for bidding and anyone else who is interested.
- The Director of Library Services attended the annual meeting of the Western Alliance of Community College Academic Leaders. This conference offered several opportunities to learn more about open education resources.
- The Director of Library Services participated in a regional Open Educational Resources conference on April 24, 2015 which included faculty, librarians, trustees and students from our region organized by Amy Hofer, the OER librarian for Oregon.
- The library hosted the first of several open educational resource advisory groups meetings on April 13, 2015. Faculty and college staff participated in a discussion of this topic.

Umpqua Community College
Vice President for Student Development
Board Report – May 2015

Student Services- Joyce Coleman, Vice President of Student Services:

- April 2nd and April 13th - Student Service Directors working retreats held at the Umpqua Business Center with a focus on developing the Student Services 2015-2016 Strategic Plan and developing a mission statement.
- Attended the Statewide Placement Test meeting in Salem on April 3rd.
- Attended the Intercultural Developmental Inventory (IDI) Qualified Administrator training with eleven other UCC staff and faculty which took place April 14-16 on campus. (The Intercultural Development Inventory (IDI) assesses intercultural competence—the capability to shift cultural perspective and appropriately adapt behavior to cultural differences and commonalities. The Intercultural Development Inventory is a 50-item questionnaire, available online and in a paper-and-pencil format that can be completed in 15–20 minutes and will be used on a voluntary basis to support and advance intercultural competency at UCC and will serve as the foundation for the Intercultural Competence Program.)
- Oregon Campus Compact took place at Portland Status University on April 23rd & 24th.
- Met with CSSA member from Rogue Community College to prepare for chairing of the 2015-2016 Oregon State Student Success and Retention Conference.
- Met with Elizabeth Cox-Brand to discuss ATD efforts on campus.
- Donated blood at the UCC first annual Cesar E. Chavez National Blood Drive.
- Recruitment, Testing, and Accessibility Services now report to the VPSS.
- Submitted the April 15th due Civil Rights Report.
- Facilitated a diversity and values workshop on April 25 with Upward Bound students from Roseburg, Douglas and South Umpqua High Schools.
- Awarded one AmeriCorps VISTA member through the Oregon Campus Compact VISTA Program. The focus - developing equitable community-engaged programming that increases educational access and success for students from low-income backgrounds and communities of color. UCC will team with the Boys and Girls Club, South County YMCA, and South Umpqua School District to implement this award.

Academic Advising and Counseling, Mandie Pritchard, Director

Mary Morris, Michael Olson, Hanna Culbertson, Chris Grant and Mandie Pritchard have been working on identification of additional strategic objectives for 2015-16.

During the month of April the following high schools have been provided with Senior Spring Advisement:

Camas High School
Glide High School
Oakland High School
Sutherlin High School
Umpqua Valley Christian School
Phoenix high School
South Umpqua High School
Woolley Center

Counseling staff have been reviewing the current community resource list used with the Early Alert Network during week 2-3. Academic advisors and counselors contacted approximately 100 students who were identified by faculty and provided case management resources in the form of referrals using community resource and campus resources.

Student Life Office - Marjan Coester, Director

Leadership

- The director had a great experience attending the 2015 NerdNation convention in San Antonio hosted by Phi Theta Kappa, along with four students from UCC. John Legend, Dr. Michio Kaku and Malcolm Gladwell were keynote presenters. The opportunity to be in a room with nearly 4,000 advisors and students was energizing and amazing.
- The fourth session of the Oregon Campus Compact Executive Leadership Series for Equity and Engagement took place in person and was hosted at Portland State University on April 23. It was a great opportunity to connect with all the participants in person and to learn and share more about equity practices on campus.
- The Outstanding Student Reception will be held on Wednesday, May 27 at 3pm in Jacoby Auditorium. We are in the process of receiving the names of the students to be recognized.

Peer Mentors

- The mentors made calls to students who were on the spring drop for non-payment list. Mentors met with Sue Windsor to learn more about creating healthy boundaries. Michelle Bergmann met with the mentors to share information on new financial aid processes and the recently updated financial aid webpages. Applications for peer mentors are currently available.

Student Ambassadors

- The National Cesar E. Chavez Blood Drive Challenge took place on April 27 and April 28. UCC successfully met or exceed the collection goals for both days. We were pleased to host Glen Galindo, the executive director of the Migrant Students Foundation. The blood drive also featured health resource related booths and food. We are pleased with the effort and outcome of our first Blood Drive Challenge event and are looking forward to next year. Applications for student ambassadors are currently available.

UCC Scholars

- Ninety-six students were eligible for the UCC Scholars program starting in fall 2015. Participation agreements were sent to all students and are due on April 30.

Veterans Center

- The Veterans Center celebrated its first year anniversary on April 17. Forty campus and community members attended an informal reception.

SSS / Transfer Opportunity Program – Caroline Hopkins, Director

Summary of support to students in order to meet objectives of Good Academic Standing/ Persistence/Graduation/Transfer:

- Advising Specialist took a van full of students to OIT in Klamath Falls for a campus visit. The students participated in an all day Saturday education fair where they got to meet with the Medical Imaging staff as well as the TRiO staff at OIT.
- The Director took a 12 passenger van to PSU in Portland for a campus visit. The students got to tour the campus and ride public transportation to dinner and Powell's book store in the evening.
- 6 TOP students have been selected for Ford Family Scholarship interviews and the TRiO staff are conducting mock interviews to support their success.

- TRiO SSS staff have been traveling out to the high schools to visit with the TRiO UB/ETS students to discuss college opportunities
- Advising Specialist facilitated a transfer workshop April 28 where all of the "ins and outs" of the transfer process were presented.
- Attended the Intercultural Developmental Inventory training to become a Qualified Administrator

Ford Childhood Enrichment Center – Nora Bing, Director

Spring enrollment is up at the Ford Childhood Enrichment Center. We have 48 children registered - up 8 from our winter enrollment. We are able to provide grant subsidies for 14 of our student parents through the CCAMPIS award. Four (4) students are on the waiting list if additional funds become available. Eleven (11) ECE practicum students are part of the program at the Center this spring.

Our collaboration with Douglas Educational Service District continues to be a great community partnership. FCEC students with possible special needs are able to be evaluated onsite and specialists are a valuable resource.

FCEC was fortunate to receive a Bessie Minor Swift Foundation award for $2846.00. The award will purchase new furnishings (toddler sofas, area rugs and literacy resources) for "Bessie's Corner" the learning hub and imagination center for all three classrooms at the Center.

Financial Aid – Michelle Bergmann, Director

Financial Aid Applications

4234 – Total applications to date for 2014-15
4653 - Total applications to date for 2013-14

Financial Aid Awards

Disbursements for the 2014-15 award year through 4/28/2015, total over $8.0 million to 1,846 students in grants, loans and Federal Work-Study. This does not include outside sources such as Veteran's benefits or UT&E.

- To date, our office has imported 1,328 15/16 FAFSA applications and forms - now available for students to submit.
- Edfinancial submitted the IDC – Incorrect Data Challenge on behalf of UCC. There were 10 records submitted for challenge, to date 6 have been agreed with and 3 have been disagreed with. There is one last challenge pending.
- The LSA – Loan Servicer Appeal that was submitted in January is still outstanding.
- Kelli Macha attended a week long Ellucian Live conference in New Orleans with Frank Smith and Leslie Bryant from the IT Department in an attempt to strengthen Banner knowledge to better serve our students.
- Our office has added a Financial Aid Handbook to our website to keep our students better informed. There will be PDF version added to the site soon.
- Kasey Hovik is scheduled to provide the first 15/16 FALS – Financial Aid Literacy Seminar, presentation in conjunction with the Advising and Career Centers NSO – New Student Orientation. Several more high school only presentations are scheduled both

during the week and on Saturdays. Revisions for next year's online seminars are nearing completion.

- Our office is actively promoting SALT in an effort to raise awareness across campus. SALT posters, banners, electronic displays and updates to the UCC website are current means of creating awareness.
- Packaging continues in an effort to remain current with our Spring term awarding.
- Continued weekly meetings with IT.

Accessibility Services, Danielle Haskett

Our team in Accessibility Services has been diligently registering students for accommodations, hiring note takers and providing alternate format for students' textbooks. Danielle Haskett, recently attended the Oregon Association for Higher Education and Disability (ORAHEAD) Conference at Portland State University. Topics that were explored were supporting students on the autism spectrum and Attention Deficit Hyperactivity Disorder (ADHD) strengths and strategies. Danielle also attended the Quality Matters conference in Seattle, WA - a conference on the topic of addressing accessibility and usability.

SPRING TERM

Students registered for accommodations	76
Echo Pens checked out	13
Note takers hired	7
Alternate format	14

High School Connections/Recruitment Specialist, Kira Oerman

- Throughout the month of April, I have visited the following high schools for senior spring advising: Yoncalla, South Umpqua, Glide, Umpqua Valley Christian School, North Douglas, Days Creek, and Sutherlin.
- Visited Roseburg High School (to talk 1:1 with prospective students) on 4/1 and 4/29
- Presented at an assembly at North Douglas High School on 4/3
- Presented to a group of about 150 juniors and seniors at Sutherlin High School regarding information about UCC, becoming a student at UCC, etc.
- Talked with a group of about 20, 6th and 7th graders at the Boys and Girls Club on 4/8; will be going to the Boys and Girls Club once a month.
- Attended the Intercultural Developmental Inventory training to become a Qualified Administrator
- On the following dates, JoLane Middle School visited UCC: 4/16, 4/17, 4/21, 4/23. On these visits, the students take a tour of UCC, hear from different departments, eat lunch, and go on a scavenger hunt.
- During the month of May, the following schools will be visiting UCC: Myrtle Point (7th graders), Days Creek (juniors/seniors), Oakland (9-12th graders), Fremont Middle School (7th graders), and South Umpqua (sophomores/juniors).

Testing Services Coordinator, Nancy Hart

- April 4th, 82 pre-nursing students took the HESI A2 test as part of the application process for the fall 2015 Nursing program.
- Umpqua Community College hosted the ACT test on Saturday April 18th. All six people registered attended the test session.
- 140 tests were proctored through PearsonVue according to the monthly revenue/activity statement. This included 115 GED tests and 25 other miscellaneous test company certifications. Total revenue generated in March, $1502.50.
- Douglas County high schools students are currently taking the eCompass placement testing in preparation for the 2015-16 summer and fall term registration, beginning in May.

Registration and Enrollment Services – David Farrington, Registrar

No report Submitted

Educational Talent Search / Upward Bound – Missy Olson, Director

Educational Talent Search

- Sara Harris of Glide High School earned a $500 Oregon Trio Scholarship and was awarded in person at the Oregon Trio Student Leadership Conference. She plans to attend Yale.
- The program continues to recruit. We currently have 565 out of 592 spots filled.
- The staff reviewed the curriculum rubric and made recommendations for improvements.
- Students are filling out program evaluations.
- Seniors are filling out exit forms and working with their advisors on financial aid award letters and next steps.
- The staff will have an all-day retreat in early May to review the Plan of Operation and make recommendations for improvement for the next grant cycle.

Title III Project Manager– Dr. Cynthia Horkey

- The Project Director attended the three day Degree Works audit training visit on April 14th, 15th, and 16th. The audit project is on schedule for implementation this summer.
- The Project Director attended the Student Services Department Retreats on April 2nd and April 13th.
- A Title III Steering Committee meeting was held on March 26th, 2015.
- The Project Director is evaluating student tracking and early alert systems, reconciling the quarterly budget, and working on the Achieving the Dream Task Force for Financial Aid.
- The Project Director continues to work with the Peer Mentors attending weekly meetings and participating in the evaluation process.

Athletic Director, Cheryl Yoder

The Riverhawk Casino Night is scheduled for Saturday, May 9th. Tickets are available online at UCC Athletics Casino Night or by calling 541-440-4886. You can also purchase tickets at the door.

ADMINISTRATIVE SERVICES
May 2015 Board Report

Rebecca Redell, Chief Financial Officer

- All required 360/Self Evaluations & meetings have been completed
- The HNS Owner's Construction Team continues to meet weekly
- The HNS Oversight Committee is still meeting regularly
- Our department is continuing to review the FY16 Budget for the May 13th Budget Committee meeting
- The Copier Task Force and Ricoh continue to have meetings
- Bargaining began with both the Classified and Full Time Faculty Associations
- Attended the Business Officers meeting at Linn-Benton Community College April 23-24th, 2015

Cathy Vaughn, Bookstore Manager

- Busy Rush week
- Selling Textbooks for Spring Term
- Sent Adoption forms to faculty for Summer Term (Due back by May 1st)
- Making adoption forms for Fall Term
- Planning Annual Sidewalk Sale for May
- Cleaning and organizing storage areas for inventory
- Graduation Announcements are now on sale in the Bookstore
- Meeting with merchandise vendors for next fiscal year
- Meeting the needs of our customers

Jules DeGiulio, Purchasing Administrator

- HNSB – UCC pricing complete for OFOI fixtures and equipment. OPSIS to provide updated interior furnishings estimates based on scaled building dimensions by 4/23 allowing for furniture pricing to proceed
- Office and Department management - Personal Services Contracts Work Flow improvement project in process with target completion by 5/29. Intermediate Solicitation Documents and Requests for Proposals continue to be uploaded and database expanded
- Copier Taskforce – Response to Ricoh proposal requesting deeper dive with follow-up meeting on 4/22/15
- Digital Document Management – First phase of comparative software research completed. Evaluation phase by 5/08/15

Natalya Brown, Director of Accounting and Finance

- Finance office is starting to gear up for year end and we are focusing our efforts in posting and reconciling accounts since there are only 2 months left before the end of the fiscal year.

- It has been extremely challenging to operate the Finance office as we are currently 2 staff short. We are glad to report that we just hired Audrey Brown to replace Accounting Specialist -Student accounts position and Audrey is scheduled to start April 27th. We are very happy that Audrey will be joining our team as she brings a lot of experience and financial aid knowledge
- Accounts payable position is still currently open and we are continuing recruitment efforts
- Currently Students Accounts have been processing student payments, community education payments, deposits and student billings. We are preparing to open summer and fall for registration by setting Banner system
- The rest of the office has been concentrating on the following tasks:
  preparing grant billing; processing accounts payable, 3rd party billings and bank reconciliations; processing positive pay; booking and reconciling monthly credit card, copy charges, cell phone charges and other accounts, and performing other daily accounting tasks
- Attended the Business Officers meeting at Linn-Benton Community College on April 23-24th, 2015

Micque Shoemaker, Budget Administrator

- Continued FY16 budget work
- Published the "Revised Notice of Budget Committee Meeting" in the News Review on April 19th, announcing the Budget Committee Meeting that will be held on May 13th
- I attended the GFOA training on School Budgets in Portland, OR on April 27th and 28th

UMPQUA COMMUNITY COLLEGE
FOUNDATION
Partners in Excellence

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EXECUTIVE DIRECTOR

Dennis O'Neill

Executive Director's Report

May 2015

Foundation General Board Meeting

The Foundation Board will hold its next General Board meeting on June 2, 2015 in the Lang Center at 11:30 a.m. Members of the Board of Trustees are always invited to attend and meet with members of the Foundation.

Review of Resource Development Operations

We have just received a ninety page draft from Mike Gaudette, the Foundation's Consultant. We are looking through many options and prioritizing them as we proceed forward. Mike has offered great admiration for the structure and level of work that we have accomplished in our Foundation Office and commends our "outsized" contributions to UCC and Douglas County. Our organizational model is unique and highly efficient at reaching and maintain effective communications with all donors to the college.

Grants

Since February, UCC and the Foundation have submitted 11 grant applications totaling $161,636. Applications include a wide variety of projects including scholarships, Oregon Music Theatre Festival, child care subsidies, HNS Center, AmeriCorps members, RICH Project, Startup Weekend, and Oregon One Acts.

Planned Giving

The new planned giving website is online connected to the UCC website, but the direct link is http://umpqualegacy.org. The website offers donor stories, gift options, guides to will planning, and gift calculators. This is the first step in launching a comprehensive planned giving program, which will include marketing materials and community presentations soon.

Fund for Innovation

The UCC Foundation released a request for proposals to the UCC community for grant funding from the Fund for Innovation. Grant applications will be accepted by May 7th from UCC programs and groups to implement innovative projects, and will be reviewed by a panel of UCC Foundation board members. Awards will be made in June.

Projects and partnerships in the making

Multiple projects and partnerships have been rising to the surface as the need for external funding increases. Some exciting projects and partnerships we have been collaborating on include:

- Retail management pathways certificate grant through the Walmart Foundation and Achieving the Dream with a team from the business department
- Observatory and astronomy outreach program with the science department
- Student success curriculum funding, including possible partnership opportunities with the Ford Family Foundation and Klamath Community College with a team from learning skills, student services, and business department
- Umpqua Makers Guild possible partnerships with community, SBDC/UBC, and business department
- Centers of Excellence for Veteran Student Success grant from the U.S. Department of Education with a team from student services

Scholarship Office

Decision Day was held on April 16th. . 173 scholarships were awarded on that day for a grand total of $352,306.00. All students have been notified of their award and are in the process of writing their thank you's to the donors. We will do another set of awards before school starts in the fall.

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

_X_ Information Item

____ Action Item

Subject: Student Success Update	Date: May 13, 2015

Ali Mageehon and Caroline Hopkins will share current information regarding UCC's Student Success.

Recommendation by:	Approved for Consideration:
U.C.C. Vice President Student Services	U.C.C. President

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

_X_ Information Item

____ Action Item

Subject: Cohort Default Rate	Date: May 13, 2015

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

Recommendation by:	Approved for Consideration:
U.C.C. Vice President Student Services	U.C.C. President

BOARD OF DIRECTORS UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	_X_ Information Item ____ Action Item

Subject: OCCA Update	Date: May 13, 2015

Andrea Henderson, Executive Director for the Oregon Community College Association, will be present to provide a report on the activities of the OCCA in Salem.

Recommendation by:	Approved for Consideration:
_____	_____ U.C.C. President

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

___ Information Item

__X__ Action Item

Subject: Testing Fees

Date: May 13, 2015

Joyce Coleman, VP of Student Services is requesting approval from the Board to increase the following testing fees. These fees do not affect UCC Students.

Proposed Test Fee Increases 2015

Proctored Exams	Current Charge	Proposed Fee
CLEP	$15	$20
DSST – Dantes	$15	$20

State Contracts: Contracted Fees	Current Fee Per Test	Proposed Fee
Pesticide	$25	$35
Tax Preparer	$25	$35

Both Contracts are renewed annually. Increases would go in effect with the new contract year.

Recommendation by:

U.C.C. Vice President Student Services

Approved for Consideration:

U.C.C. President

BOARD OF DIRECTORS UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	___ Informational Item _X__ Action Item

Subject: Revised Budget Calendar for Fiscal Year 2015-2016	Date: 05/13/2015

Board Approval is requested for a revision to the Budget Calendar as follows:

Sun., April 19	Publish Revised "Notice of Budget Committee Meeting" (ORS 294.426 – not earlier than 30 days prior to the meeting)
Sun., April 26	Publish 2nd "Notice of Budget Committee Meeting" (ORS 294.426 – at least 5 days after the 1st publication and not later than 5 days prior to the meeting) Published on UCC Website.
Fri., May 8	Publish Revised 2nd "Notice of Budget Committee Meeting" (ORS 294.426 – at least 10 days before the meeting) Published on UCC Website.
Sun., May 10	Publish Revised "Notice of Budget Committee Meeting" (ORS 294.426 – not earlier than 30 days prior to the meeting)
Wed., May 20	Hold First External Budget Committee Meeting
Sun., May 24	Publish "Notice of Budget Hearing" (ORS 294.438 – 5 to 30 days prior to the hearing)
Wed., June 3	The second meeting of the budget by the Budget Committee (if needed)
Wed., June 10	Regular College Board Meeting: Budget Hearing, adopt Resolutions, adopt budget and make appropriations

Recommended by: Rebecca Redell, C.F.O.	Approved for Consideration:
	U.C.C. President

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

___ Informational Item

_X__ Action Item

Subject:	Date: 05/13/15
Resolution #8, Approval to Transfer Appropriation	

This is a resolution to transfer appropriations in the General Fund between Instruction and Financial Aid in the amount of $80,000.

Recommended by: Rebecca Redell, Chief Financial Officer	Approved for Consideration:
	U.C.C. President

UMPQUA COMMUNITY COLLEGE
Resolution No. 8 - FY 14-15
Approval to Spend Funds

WHEREAS, Costs for Financial Aid will be more than anticipated, and;

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

WHEREAS, the provisions of ORS 294.338 (3) allow for the expenditure of specific purpose grants in the year of receipts;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby adopts this resolution to transfer appropriations from the Instruction fund to the Financial Aid fund in the amount of $ 70,000.

SPECIAL REVENUE FUND - GRANTS AND CONTRACTS

	14-15 Budget Through Resolution 7	Adjustment	14-15 Budget Through Resolution 8
EXPENDITURES:			
Instruction	$ 9,202,098	$ (80,000)	$ 9,122,098
Instruction Support	$ 1,903,298	$ -	1,903,298
Student Services	$ 2,021,889		2,021,889
College Support Services	$ 4,916,153	$ -	4,916,153
Financial Aid	$ 650,000	$ 80,000	730,000
Plant Operations	$ 2,368,573		2,368,573
Transfers	$ 1,865,863		1,865,863
Operating Contingency & Reserve	$ 2,329,479		2,329,479
TOTAL	$ 25,257,353	$ -	$ 25,257,353

ADOPTED this 13th day of May, 2015

Clerk of the Board

Chairman of the Board

BOARD OF DIRECTORS UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	___ Informational Item _x__ Action Item

Subject: Resolution #9, Approval to Spend Funds	Date: 05/13/15

This is a resolution to increase appropriations in the Special Revenue Fund – Grants and Contracts. Anya Petersen-Frey was awarded $2,000.00 from the Ford Family Foundation to support the Startup Weekend Roseburg event.

Recommended by: Rebecca Redell, Chief Financial Officer	Approved for Consideration: U.C.C. President

UMPQUA COMMUNITY COLLEGE
Resolution No. 9 - FY 14-15
Approval to Spend Funds

WHEREAS, Umpqua Community College has been awarded $ 2,000 from the Ford Family Foundation to support the Startup Weekend Roseburg event and;

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

WHEREAS, the provisions of ORS 294.326 (3) allow for the expenditure of specific purpose grants in the year of receipts;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of Umpqua Community College hereby adopts this resolution for the grant expenditures of $ 2,000 for the implementation of this project.

SPECIAL REVENUE FUND - GRANTS AND CONTRACTS

	14-15 Budget Through Resolution 8	Adjustment	14-15 Budget Through Resolution 9
REVENUES:	$ 5,328,950	$ 2,000	$ 5,330,950
EXPENDITURES:			
Instruction	$ 2,018,353	$ 2,000	$ 2,020,353
Instruction Support	823,943	$ -	823,943
Student Services	2,346,657	$ -	2,346,657
Community Services	139,997	-	139,997
TOTAL	$ 5,328,950	$ 2,000	$ 5,330,950

ADOPTED this 13th day of May, 2015

Clerk of the Board

Chairman of the Board

BOARD OF DIRECTORS
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON

___ Informational Item
X Action Item

Subject: Early Retirement Request	Date: May 13, 2015

Recommendation:

Board approval is requested for the following staff for early retirement:

Beverly Jensen, Nursing Instructor, is requesting Early Retirement benefits effective October 1, 2015, in accordance with the Memorandum of Agreement between UCC and UCCFA. Beverly will conclude her career at UCC with 13 years of service.

Recommended by:	Approved for Consideration:
Director of Human Resources	UCC President

May 3, 2015

To: Lynn Johnson, UCC Human Resources Director

From: Beverly L. Jensen, MSN, RN, CNE

I would like to request Early Retirement in accordance with Article XIX of the UCCFA Collective Bargaining Agreement to coincide with my retirement effective October 1, 2015.

I have sincerely enjoyed my role as a faculty member at UCC facilitating curriculum and learning for nursing students.

Beverly L. Jensen, MSN, RN, CNE

Memorandum of Agreement

Between Umpqua Community College (College)

and

Umpqua Community College Faculty Association (Association)

Exception to Collective Bargaining Agreement (CBA) Article XIX.F.1b

THE AGREEMENT

- The following agreement is non-precedent setting and applies only to Beverly Jensen.
- An exception to Section XIX.F.1b will be granted to Beverly Jensen. She will be allowed early retirement benefits as outlined in the CBA although she will not have completed 15 years of service at the end of the 2014-2015 school year.
- Beverly Jensen will receive all early retirement benefits outlined in Article XIX upon retirement at the end of the 2014-2015 school year.

Beverly Jensen Beverly L Jensen Date 5/7/15

Faculty Association Marie Lambiel Date 5/7/15

College Administration Date 5/4/2015

BOARD OF DIRECTORS UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	____ Information Item _X_ Action Item

Subject: Reduction in Force	Date: May 13, 2015

Board approval is requested to authorize the college to develop an action plan for a reduction in force.

Recommendation by:	Approved for Consideration:
	U.C.C. President