

# Board Report

## Instructional

### September 2016

#### *The Instructional Division Board Report:*

- The Instructional Leadership Team (ILT) is excited to have Dean Aase step into the role of Interim Vice President of Instruction. With his strong knowledge of the college, accreditation, and his proven leadership ability, we believe he is exactly what the college needs to move forward on the recommendations from our accrediting body (NWCCU).
- Missy Olson has accepted the position of Director of College Transitions and eLearning. Missy's main areas of responsibility include UCC online, supervision of the Woolley Center, dual credit, and Expanded Options (EOP.) The College Transitions and eLearning office has been updating the dual credit manual, getting EOP contracts signed by local school districts, updating the dual credit class list, meeting with high school representatives, and helping students get admitted, and registered.
- The Nursing, Dental, and Science Department has been busy moving into the Bonnie J. Ford Health Nursing Science Center. The Humanities Department is in the process of moving into the Science Building; and the part-time Learning Skills Instructors are now in their new location in Wayne Crooch Hall.
- Delegates from Ukraine will once again visit our campus thanks to our work with Open World. We will have five delegates, an interpreter and a facilitator on campus from September 23 – October 2. Instruction is grateful to those who have opened their homes to host a delegate for the week long stay.
- Arts and Sciences has filled the following vacant full-time faculty positions: math, biology, and learning skills. Craig Jackson was hired as the new Athletic Director. Joy Yori was hired as the Administrative Assistant to the Dean of Arts and Sciences.
- Dean Morrow attended the CTE and Career Pathways Summer Conference and is continuing to volunteer on the Southern Oregon Workforce Investment Board (SOWIB). Time was also spent on the Perkins 2017 grant application, was received and moved forward with the purchase of equipment and professional development.
- Community and Workforce Training in partnership with the Welding faculty delivered a two-week compressed course in Aluminum Welding for North River Boats and worked with the Engineering Department and Umpqua Basin Operators Section to facilitate the 2016 Oregon Operator Conference in which over 150 operators earned their continuing education hours. The department hosted 5 weeks of summer youth camps on campus with over 200 students participating. The option for online registration and course management for Community Ed and SBDC is in the works and is expected to launch in early November.

**Umpqua Community College  
Vice President for Student Services  
September 2016**

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

- Student Services has filled several positions this summer:
  - Craig Jackson-Athletic Director/Department Chair/Full-Time Faculty
  - Brian Tiemeier- Manager of Advising, Accessibility Services and Testing
  - Matthew Droscher- Director of Upward Bound/Educational Talent Search
  - KC Crouse- Full-Time Academic Advisor
  - Jasen Lynch- Part-Time Academic Advisor
  - Kristapher Yates- Part-Time Academic Advisor

**Administrative Services**  
**September 2016 Board Report**  
**Natalya Brown, Director of Finance, Interim CFO**

**Finance**

- Finance office is in final stages of fiscal year close-out process. Pauly, Rogers and Co PC is scheduled to be on campus on September 6th, 2016 to perform an external audit. The office is drafting financial statements for final review.
- Gateway setup started for Community Ed registration/payment system.
- Bonnie J Ford Health, Nursing and Science Center is near completion. Reporting is in progress with the State.
- Snyder Building reconstruction planning and budget development process has begun.
- The college is reviewing T-Ten student housing options.
- Catering and Special events operational plan is being reviewed.

**Events/Food Services**

- Looking to enhance marketing presence for events and catering. Stockpiling photos of events and working with community relations on web optimization.
- Three successful weddings executed by events and catering over the past month.
- Analyzing waste of food to better see where portion sizes or suggestions for amounts of food for guests can be altered.

**Purchasing**

- HNSB Furnishings, Fixtures & Equipment (FF&E): Furniture is 95+% delivered and installed. Just a couple of outstanding items still to arrive. Complete by 8/30. \$~20K under budget.
- HNSB Move In: A local business, Flegel Moving, did a terrific job getting all areas packed and moved to their respective rooms in our new building and completed the job early enough to accept additional work and still invoiced us for \$4K less than anticipated.
- Snyder Remodel: Attorney approved contract for architectural work submitted to Mahlum for review and signature. Engineering Scope and Vendor approved by UCC. Expect signed contract ready to execute shortly. Preliminary Budget Proposal for FF&E submitted to Snyder Team for review.

**Information Technology**

- Completed the Ruffalo-Noel Levits student satisfaction survey providing key information regarding student needs and college resources.
- Supported the Implementation of Degree Works which provides staff and students the ability to develop academic planners and see what classes they need to complete to finish their degree or certificate.
- Supported the implementation of AdvisorTrack – Assisting academic advisors and faculty in developing and managing student academic plans.

**FACILITIES**  
**September 2016 Board Report**  
**Jess Miller, Director of Facilities, Maintenance, Security, & Custodial**

Custodial:

- Staff meeting and new building assignments.

Grounds:

- Attended training for Integrated Pest Management program required by the state.
- Fixing pole light in front of Welcome Center and installing directional up lighting can lights for the flag pole. (SECURITY)
- Installation of LED pole lighting around campus. (SECURITY)

Maintenance:

- Installing LED lighting under breeze ways around buildings. (SECURITY)
- Finalizing a minor remodel at Educational Skills Building for Counseling and conference space.
- Coordinating and assisting in moves for Science, Snyder, and Wayne Crooch Hall.
- Assisting with the Sign Committee taskforce.

Security:

- Preparing ALICE training for Inservice.
- Leading the Threat Assessment Taskforce.
- Working with Douglas County Sheriff's Office to update agreement to have officers on campus to start late September.
- Hired three new full time grant funded Security personnel.

Construction:

- Finalizing incentives and the purchase of a new 300 ton chiller for centralized system in PE which will feed PE, Jacoby, Fine Arts, and Bonnie J. Ford Center.
- Finalizing Blue Sky Grant for Solar at River View location.
- Spearheading the Snyder Hall Construction group and management of the Snyder Hall project.
- Assisting in Contractual agreements with Mahlum, Andersen, and Landscape Company.

## UCC Foundation Board Report September 2016

### Year-End Wrap-Up

In 2015-2016, the UCC Foundation established **18 new scholarship endowments**, and raised a total of **\$541,666 in new funds** toward scholarships.

Also, the UCC Foundation led efforts to raise funds for recovery efforts, including grants, gift acceptance and processing, and partnering with United Way to create and oversee UCC Strong. The UCC Foundation and Grants offices raised **\$6,824,600 in 2015-2016 for recovery efforts**. This includes federal and state grants, donations, and endowments set up, and does NOT include the additional **\$1,400,000** contributed directly to United Way for UCC Strong.

### Legacy Ball

Please mark your calendars and get your tickets for the UCC Foundation Legacy Ball! It will be held at Seven Feathers Casino Resort on November 11<sup>th</sup> to benefit the UCC Foundation and to fully endow the scholarships in the name of the UCC 9.

### Scholarships

The second round of 2016-2017 UCC Foundation scholarships is open currently. To date we have had 121 students start the process. We will wrap this up with Decision Day on September 19<sup>th</sup>.

Long time donor Bud Pendleton has started the **Bud Pendleton Scholarship Endowment** for CNA students at UCC. He says that he has received quality care from many current and former UCC students and would like to help them reach their goals.

The **Dot Swearingen Scroggins Memorial Nursing Scholarship Endowment** was started in memory of Dot by her husband Duane. Dot was from a pioneer family in Drain and had a dream of becoming a nurse. Her family could not afford the \$300 for her to go to college at that time.

The **Ken Long Legacy Scholarship Endowment** was created in honor of Ken who passed away in 2008. Ken graduated from Roseburg High School in 1968 and was a welder by trade. This scholarship is specifically for welding students.

### Grants

**America's Promise Grant** - UCC collaborated with the Southern Oregon Workforce Investment Board (SOWIB) and SWOCC to develop a proposal for the America's Promise Grant. The focus is on healthcare education, including Nursing, CNA1 and CNA2, and Medical Scribe. If funded,

the grant will provide UCC students with \$725,200 in scholarships and subsidies, and \$48,000 in training dollars for incumbent employees at Mercy Medical Center over four years. A huge thanks to April Myler, Esther Moen, Robin VanWinkle, Missy Olson, and Jesse Morrow for their contributions to these grant efforts!

**Talent Search Grant** - UCC has been re-awarded the Educational Talent Search grant through the U.S. Department of Education. This grant is awarded for five years and funds the UCC ETS program hosted at several local high schools, including Roseburg High School, Fremont Middle School, Douglas High School, Winston Middle School, South Umpqua High School, Coffenberry Middle School, Sutherlin High School and Middle School, Glide High School and Middle School, and Riddle High School and Middle School! The total award is \$1,420,800. Great work, Missy Olson!

#### **Other Projects and Awards**

- April Hamlin worked with Jesse Morrow, Missy Olson, and Jason Aase to complete a Career Pathways Survey for \$30,000 to develop a Medical Scribe Career Pathway.
- The Oregon State Lottery approved a \$10,000 proposal to support the UCC Foundation Legacy Ball on November 11, 2016. Umpqua Bank approved a \$5,000 grant application to also support the UCC Foundation Legacy Ball.