



Office of the Provost
Academic, Enrollment and Student Services
Board of Education
04 May 2018

Accreditation (Jason Aase, liaison officer)

1. Dr. Thatcher and Jason Aase drafted a letter to NWCCU concerning Title IV.

Arts and Sciences (Martha Joyce, dean)

2. Karen Carroll, geology professor, has been appointed Interim Dean of Arts and Sciences. Her position will begin June 18, 2018.
3. Appreciation is extended to Martha Joyce who has served since 2016 as the Interim Dean of Arts and Sciences. She has done an excellent job. Martha will return to the classroom effective June 18, 2018.
4. Student Achievements: Kyleah Murphey took Physics 201-203 and loved it so much she changed her major and stayed at UCC to take Physics 211-213 and other courses in preparation for transfer to UO as a Physics Major. After taking physics at UCC Kyleah was accepted to a summer research internship in astrophysics at Texas A&M, which led to her co-authorship of two publications on the properties of neutron stars. Kyleah then transferred to the UO, completed her bachelor's degree in physics with a minor in mathematics while working in a biophysics lab, and has now accepted a research assistant position in the biophysics department at the University of Texas-Southwestern. Her neutron star papers can be found here:
<http://iopscience.iop.org/article/10.1088/2041-8205/779/1/L4/meta;jsessionid=3E1C3EDF47C1B71C629A356529DF043F.ip-10-40-1-105>

<https://link.springer.com/article/10.1140%2Fepja%2Fi2014-14041-x>
5. Solar Walk and STEAM events were successful with 400 hundred participants from the public schools.
6. General Education task force has been working on a new general education model that focuses on retention, transferability, assessment and compliance with NWCCU.

Assessment (Debi Gresham, assessment coordinator)

7. Debi Gresham has been appointed, director of teaching, learning and assessment. Her position will begin July 2, 2018.
8. Of the approximately 459 courses (not sections) taught during fall term, 121 courses were taught by full-time faculty (26%)
9. Of the 121 courses taught by FT faculty, assessment reports were received for 27 of them (22%)
10. Non-Academic program assessment areas is scheduled to begin during spring term.
11. The Program Review process and schedule was revised to focus on programs that culminate in a degree or certificate.

Athletics (Craig Jackson, director)

12. Recruiting is going well. Men's Basketball has a complete roster and Women's Basketball, and volleyball are close to being completed. Women's Wrestling is up to 20 athletes, Men's Wrestling is at 22. Cross Country, Track and Field, OCR and baseball are all on their way and signing kids daily.
13. C. Jackson is working on the housing situation and have secured 25 beds so far, working with companies in the community.
14. Three athletes will be recognized at the outstanding Student Reception.
15. UCC hosted the Elementary Field Day for Greene and Winchester Elementary Schools (the 2 schools we serve with the Champions Read program). Over 500 students will be on campus for this event.
16. Eight of our sophomore student athletes will be receiving scholarships to continue their education at 4-year institutions (so far). They will be going to Montana State Billings, Evergreen College, Multnomah College, St. Martins University, Portland State University, Montana Western University, Adams State University, and Our Lady of the Lake University (San Antonio, TX).
17. End of the year community service hours should be over 750 hours.
18. Improvements are underway in the fitness center and gymnasium.

Recruitment Roster:

Name of Sport	Head Coach	# Returning	# in pool	# Committed	Total Roster	Expected Roster
Men's Wrestling	Kyle Temple	10	36	12	22	35
Women's Wrestling	Asia DeWeese	1	23	18	20	24
Women's Basketball	Dave Stricklin	3	51	10	15	15
Men's Basketball	Daniel Leeworthy	4	13	11	15	15
Ob. Course Racing	Andrea Bowden	6	46	3	9	16
Baseball	Jeremiah Robbins	0	85	4	4	15
Cross Country/ Track & Field	Alan King	4	73	8	12	55
Volleyball	Lacy Pinard	6	33	8	14	15
					111	190

Career and Technical Education (Jason Aase, dean)**Apprenticeship:**

19. There are currently 130 students involved in the apprenticeship program.
20. New training agent – Southport Lumber, Coos Bay – Manufacturing Plant Electrician Apprenticeships.
21. June 14, 2018: Presenting to the Umpqua Valley Homebuilders Association regarding how to start new apprenticeships.
22. June 19 – 20, 2018: Hosting the Oregon Community College Coordinators Council annual retreat
23. June 21, 2018: Hosting the Oregon State Apprenticeship Training Council

Automotive:

24. Roseburg High School has hired an instructor for their automotive program. They are set to start the automotive program next fall. UCC is working to partner with RHS' Automotive program to provide quality students entering into UCC's automotive program.
25. The Automotive program received the Torque Certification grant that was awarded by the Ford Family Foundation.

Business:

26. Department Chair Toni Clough and Business Instructor/RMC Program Advisor Gary Gray attended the Western Association of Food Companies (RMC) annual convention in San Antonio, Texas. This conference allows UCC to meet with retail industry executives at a time when they are focused solely on educating their workforce.
27. On April 27, 2018, the Business Department collaborated with UCC's Workforce Development Center to provide a one-day workshop under the banner "Bridging the Gap." The theme of this workshop was "Recruiting and Retaining the Workers You Want," and was held in the Danny Lang Teaching, Learning, & Event Center. Forty-three business representatives attended a very successful day with an additional 13 UCC staff involved with the event.
28. Department Chair Toni Clough was asked to be a judge for the FBLA Statewide Competition in Portland.

Dental Assisting:

29. Dental Assisting Students are in the midst of preparing and taking national exam. Many have commented on how helpful the new dental section in the library has been. Books were purchased with a grant from Douglas Community Fund.
30. On Friday May 18, 2018 the DA program partnered with Advantage Dental for a free Preventative Dentistry Day. Hygienist Chalene Lincecum worked with UCC dental assisting students to provide screenings, sealants, fluoride, silver diamine fluoride, and hygiene kits to UCC students and staff.
31. 42% of our students have been hired. Several more have been asked to submit resumes at different offices. All 19 are on track to graduate June 15th.

EMT/Fire Science/Police Reserve Academy/Criminal Justice:

32. The Police Reserve Academy graduation was held on May 12th with 15 graduates. This is the 22nd year of the program at UCC. Two of the graduates have already obtained employment with local law enforcement agencies.
33. National EMS accreditation site visit will be October 2018.
34. Clara Smithey started as EMS program assistant 8 hours a week and is getting acclimated to the department. Will be working 19 hours a week during summer term with her main focus on preparing for site visit.

Nursing:

35. Misti-Kae Bucich, Wolf Creek Job Corps., has recently helped to develop a non-residential program to support Nursing Assistant 1 (NA1) students. This program will financially support up to four qualified NA1 students each term. Funds cover books, tuition, materials, scrubs, shoes, and more.
36. UCC Nursing has, after very careful consideration, and communication with the Dean of CTE, Provost, the Nursing Advisory Committee, the OCNE Coordinating Committee, the OSBN, and various clinical site partners, decided to voluntarily withdraw from the ACEN national accreditation.
37. 175 Proctored Essays (a component of the nursing admissions/application) have been reviewed by 14 faculty and staff.
38. Nursing program received a letter of accolade from Elsevier, Inc congratulating April Myler and the Nursing department on achieving a pass rate of 90.7% on the NCLEX examinations.

39. UCC Nursing is in the process of developing a new Affiliation Agreement with Umpqua Health. This would provide clinical site placement for Chronic II students in fall term, with the possibility of allowing students to return in their final Scope of Practice (Integrative Practicum).
40. Community Learning Activity hours were completed and submitted for Winter term and totaled over 900 hours for the community and surrounding areas. Some of the acts of giving included hat and glove drive for the homeless, manicures for residents in nursing homes, prepare and serve food for the homeless, and hosted a health session for 2nd graders in Winston, OR.

Welding:

41. Welding Program is involved in many customer projects for both individual and the community, below is a snap-shot of projects in which the advanced welding projects are involved.
 - 20 Flower Basket brackets for the City of Canyonville & the Cow Creek Tribe
 - Park bench for the forestry department UCC forestry trail renovation project
 - Ladder/monkey bars for UCC PE department obstacle course
 - Memorial bench for the city of Oakland
 - Dual Axel Tilt trailer (Sheryl Wells the former Dean of CTE is the customer)
 - CNC work for memorial cabinet (service member retirement "Chargin' Charlie" group dedication)
 - Astronomy Department model planet stands (9 planet stands)
 - Head-ach rack (customer UCC security staff)
 - Head-ach rack (customer Craig Tomlinson real-estate broker)

Community & Workforce Training

42. Umpqua Community Health signed a contract for \$7,100 to train up to 15 employees in phlebotomy this summer.
43. A teambuilding session is planned for June for Cow Creek Government offices. We will also be doing a HIPAA training for the Community Cancer Center.
44. Waiting to hear from Susan Buell regarding funding for CDL classes. Andy Owens Jr. indicates they are trying to secure \$200,000 for truck student scholarships.
45. CWT has taken over management of Wildland Fire.
46. Six students are enrolled in the Truck Driving course.
47. CWT is working with Clay Baumgartner from Engineering to finalize the program for the 2018 Operators conference in August at Seven Feathers.
48. Beginning Spanish is full at 16 and Conversational Spanish is full at 10 students.
49. The new Better Bones and Balance class in south-county has 9 students and Dutch oven cooking was a success with 14 registrations.
50. Plans are underway for both the Conference on Extraordinary Living scheduled for September 7 and the Early Childhood Conference Oct. 26-27.
51. A customized training was delivered to Southern Oregon Diesel and training proposals have been sent to Umpqua Community Health for a private Phlebotomy course, Cow Creek Government offices for soft skills and a proposal is going out soon to the Roseburg Chamber of Commerce to deliver short workshops for their members.
52. UCC hosted a CDL Truck Driving Advisory Committee meeting on April 10, 2018. Twenty people were in attendance. Much of the discussion focused on the need for additional drivers and the needs of UCC to make that happen. Funds are needed to help students cover the cost of training, truck equipment to expand offerings and assistance with finding qualified instructors when needed.

Enrollment and College Transition (Missy Olson, director)

53. The Office of Enrollment Management is in the process of being implemented and staffed. The office is located in the student center.
54. Missy Olson has been appointed Dean of Enrollment Management.
55. Teresa Mankin has been appointed College Transition Specialist.
56. Jessica Richardson has been appointed Recruitment Coordinator.

Library Services (Carol McGeehon, director)

57. Library staff provides a brief description of the Library & Success Center for visiting K-12 students and potential new students.
58. Success Center follows up on tutoring and study skills early alerts from the AdvisorTrac system. Thirty-five early alerts were reported for this academic year.
59. Success Center hosted an Open House on May 24th from 10 am to 2 pm.
60. Library and UCCOnline are testing the new non-academic assessment forms and process. Each area is gathering data on one indicator for one learning outcome.

Student Services (April Hamlin, dean of student services)

61. Ellis Poole has accepted a position as the Testing Center Coordinator.
62. Sophia Garcia has accepted a position as the Victim Accommodations Specialist; both positions started on May 1, 2018. Brenna Hobbs has been appointed the permanent Director of Registration and Records. She has been serving in an interim capacity since September 2017, and we are proud that she has accepted a permanent position.
63. Additionally, Diana Kelly has accepted a change to her job duties and has accepted a proposal to change her job from Student Life and Campus Engagement Program Assistant to Academic Advisor.
64. Advisors have been working with the Recruitment Coordinator to facilitate Spring Advising in the local High Schools and continue to offer weekly Orientations to new students.
65. A new academic advising model is being developed and will be in place by fall 2018.
66. AdvisorTrac data is being used to assist with the Accreditation Committee's reporting. The Early Alert system in the AdvisorTrac software provides excellent data regarding the number of students identified and contacted for services.
67. SSS-Transfer Opportunity Program: The staff took students to Oregon State University, University of Oregon, and Western Oregon University since the last report. These trips resulted in a renewed dedication of many students to their goals and makes completing their study at UCC seem "more doable." In addition, the staff attended high school orientations with Kira and shared what TRiO and TOP can do for the students transitioning into UCC with the high school students.

Title III (Cynthia Horkey, grant manager)

68. Student Satisfaction Survey had a response rate at 39%. Results will be distributed to campus constituents by the end of spring term.

OFFICE OF BUSINESS SERVICES BOARD REPORT

June 2018

Natalya Brown, CFO

Office of Business Services; Natalya Brown, Chief Financial Officer

- Accounting and Finance department received recognition from GFOA for excellence in financial reporting.
- S&P Global Ratings affirmed its 'AA-' long-term rating on UCC's existing debt in the report issued on June 1, 2018. Standard and Poors company re-assesses their rating every 2-3 years on the districts who issued debt. S&P rating is a credit score that describes the general creditworthiness of an entity that issues debt. S&P sites the following rationale:
 - The 'AA-' rating reflects our opinion of the district's:
 - Flexibility to increase tuition rates and manage course offerings to respond to changes in operating revenue;
 - Maintenance of a very strong financial position, despite years of operating deficits;
 - Good financial management policies and practices; and
 - Low overall debt burden.
 - Partly offsetting the above strengths, in our view, is the district's:
 - Continued significant declining enrollment trend, which has negatively affected the district's financial profile;
 - Merely adequate income profile and above-average unemployment rate; and
 - A term bond structure for a portion of the 2014 bonds with a \$5.5 million bullet payment due in 2024, which somewhat weakens the district's debt profile.
 - Data is being compiled for building forecasting model. Annual data extracted and provided to Forecast5 for all funds from FY13 through FY18. Working on the organization structure update in Banner.
 - Resolved issue with DocuWare application for Accounts Payable, vendor invoices processing.
 - Revising Special events forms to match the new procedure.

Budget; Katie Workman, Budget Assistant

- The 2018-19 fiscal year budget is complete and will be presented on June 13th to the Board of Education for adoption
- Budget reporting to the state and county is due by July 15th, 2018

Purchasing; Jules DeGiulio, Purchasing Manager

- The Proposals for the Gym Lighting Upgrade were evaluated and the work awarded to Pacific Energy Concepts.
- Board Policy and Administrative Procedures for handling the Disposition of Surplus merchandise is in first draft status and ready for Policy Committee review.
- The revision of the Community College Rules of Procurement (CCRP) is well underway. UCC's Jules DeGiulio has teamed with CCC's Kevin Walther, RCC's Jodie Fulton and MHCC's Mejdji Mahjoud. It is expected to review with UCC's board by early Fall.

COMMUNICATIONS & MARKETING PRESIDENT'S REPORT

June 2018

Tiffany Coleman, Director

Campus-wide Promotions

Commencement and multiple campus graduation and year-end events have consumed a great deal of our department's production time. Much of the month has been spent creating programs and materials for these events. On top of the usual year-end festivities, the department heavily supported the campus' first-ever Solar System Walk, along with the second annual STEAM Extravaganza. Both of these events brought hundreds of people to campus who aren't typically here. We created and then printed 750, 10-page passports for the Solar System Walk, and 300 passport/maps for the STEAM Extravaganza (in addition to producing our typical marketing materials suite).

We also completed the Summer/Fall Preview Quarterly Class Schedule that was sent to 50,411 homes in Douglas County. It started arriving in mailboxes in mid-May. The spotlight for this edition was two-fold: Athletics and Academics. We featured a high-academic achieving alumnus who was one of the first athletes to sign with the new Obstacle Course Racing team last year.

The campus tour video is complete and now posted online. The video was posted on Facebook on Thursday, May 24. In less than a week's time, the video was organically viewed 5,000+ times on Facebook, and 4,500+ times on YouTube. The video is called UCC Inside Out Campus Tour. A landing page for prospective students is being created to showcase the video, and to highlight UCC programs, faculty, facilities, tuition comparisons, upcoming enrollment events, and how to apply to UCC. The landing page can be viewed at <https://www.umpqua.edu/insideout>.

Campus Monitor Project

We are working to complete the campus monitor project that was started a few months ago as part of our commitment to the campus's increased retention efforts. So far, there are nine (9) units on campus. Future expansion (thanks to the UCC Foundation's financial help) will bring five (5) more units to campus; which will complete the first phase of this project.

All of these monitors display the same messaging in every location using a dedicated page through the UCC website. The information displayed on the monitors can be view from any location, using any device (PC, tablet, smartphone, etc.) that has web access. The uniform messaging keeps students informed about what is happening all across campus.

Upon request, we are including one off-campus location in this project: The Woolley Center.

Next big projects:

- Promoting and documenting the remaining academic year-end events.
- Finalizing a new digital campus map.
- Preparing for the Fan Appreciation Night we are sponsoring at the Douglas County Speedway. The date is Saturday, July 6. On that night, all fans will receive free admission courtesy of UCC. Community and Workforce Training will be using the night to promote everything it has on wheels. We currently have an 8x12 foot banner at the track promoting our Career & Education Programs. It will remain there for the season.

INFORMATION TECHNOLOGY PRESIDENT'S REPORT

June 2018

Vincent Rose, Director

Information Technology Ticketing

- IT Opened 357 tickets in May
- IT Closed 350 Tickets in May

Information Technology Projects for May

- Implemented training and testing in a classroom setting for Banner 9
- Completed lab overhaul for upgrade to Windows 10 Enterprise LTSC
- Conducted two security forums
- Deployed a network scrutinizer to monitor network traffic
- Began having two CWE's conduct data validation
- Configured single sign on for AppNav and BAC
- One staff member completed VMware training to support planned VDI upgrade
- One staff member completed Groovy Grails (Programming language) training

ACEUCC Board Report
June 2018
Becky Kipperman, ACEUCC Interim President

- The College and the Association have nearly reached an agreement on the new Collective Bargaining Agreement. We are continuing to work on clarifying some language. After the final articles have been agreed on, Association members will vote to approve the contract before it comes to the Board for your approval.

- In spring, the Association also holds an election for Outstanding Classified Employee of the Year, an award that has been generously sponsored by the Foundation. Staff from all over campus are invited to nominate a full-time and part-time classified employee for the award. The results will be announced at the end of the year.

UCCFA Board Report
June 2018
John Blackwood, UCCFA President

Good evening Chair Loosley, Vice Chair Kennerly, members of the Board, and Dr. Crabtree:

My name is John Blackwood and I represent UCC's full-time faculty. I am a full-time instructor in the Computer Information Systems Department, where we instruct in networking and cybersecurity topics.

This month's faculty update includes the following items:

1. Crystal Sullivan will assume my duties of the faculty association president during my fall term sabbatical. Part of those duties is to attend and speak at our monthly Board meeting.
2. Associate Professor Joseph Villa was invited as a guest speaker at Brockway Elementary school in Winston. The school held their first annual Career Day on June 1. Joseph spoke to 6 groups of students from kindergarten through third grade.
3. Associate Professors Melinda Benton and Susan Rochester are jointly researching options to construct a new, attractive AS transfer degree that may focus on Communications or Media Studies using mostly, if not all, existing UCC courses. Their goal is to create a package of courses that students can complete at UCC before transferring to a 4-year college to complete their degree.
4. Jennifer Lantrip, UCC's reference librarian, gave a lightning talk at the "Open Practices for PNW Librarians" Open Oregon Virtual Conference on May 11. She co-presented with Blue Mountain Community College Library Director, Jacquelyn Ray, about starting the first phase of our open educational resources (OER) research project: surveying Oregon community college faculty who have used OER about their experiences and perceptions.
5. The faculty association is hosting an early morning 'all faculty' breakfast the morning of June 8th. The goal of the meeting is to share ideas and talk together before the end of the school year.
6. Crystal Sullivan and Debi Gresham will attend this summer's OEA Summer Leadership Conference in Portland. Interesting topics include dual credit, quality assessment strategies, how legislative policy impacts education, and how to successfully utilize Interest-based problem solving at home and work.

Respectfully submitted,

John Blackwood
UCCFA President

UCCPTFA Board Report

June 2018

Jeri Frank, President, UCCPTFA

During spring term UCCPTFA has held monthly Executive Committee meetings and the spring term's General Meeting. We also have active email communication with part-time instructors to keep everybody informed and involved. We are always focused on teaching our classes and supporting student success during each term.

Four part-time instructors are among the contributors to the scholarship fundraiser book *Reflections of the Umpqua* that is now available at the UCC bookstore. The instructors are Jeri Frank, Cheryl Oilar, Kim Bartley, and Deidra Daigle. This is a wonderful project by the Leadership UCC Class of 2018, and we are all proud to be a part of this undertaking.

We have had several bargaining sessions during spring term on Article 7 – Compensation in our bargaining agreement. The results of these sessions will be in place starting in fall term, 2018. We hope for a smooth process and results that will reflect part-time instructors' important role in providing quality instruction for our students. We teach about half of the classes at UCC, and we are pleased to be recognized for our teaching skills and dedication to our students and the college.

As required in our bargaining agreement, the Human Resources Department has provided a report of part-time instructors teaching each term. The report shows 120 part-time instructors teaching classes in spring term.

ASUCC REPORT

June 2018

Byronna Thomas, ASUCC President

- Incoming Officers for 2018-19 AY...
 - President: Byronna Thomas (UCC/OSU Family Dev. And Human Science)
 - Vice President: Nick Thomas (CIS Cyber Security)
 - Public Relations: Kristie Knight (Human Service)
 - Activities: Katherine Hicks (AAOT)
 - Business Manager: Jamie Williams (Human Service)
- Creatively Celebrating You was a huge success! Lots of fun and activities. Some feedback from students and faculty will allow us to have a larger amount of students participate next year. We will be having the event in the 7th week of Spring Term, either on a Wednesday or Thursday.
- Study in and Fresh for finals planned for Finals week.
- June 14th end of year celebration to include incoming and outgoing team. This is an informal celebration to include all of student life and families. Dinner (baked potato bar) games and fun.