



## **Office of the Provost**

Academic and Student Services

Board of Education

02 February 18

### **Assessment (Debi Gresham)**

1. Fall Assessment Reports were due 01/19/2018. There are a total of 58 FT Faculty at UCC. Of those 58 FT Faculty, 31 were excused from fall course assessment due to other responsibilities such as Program Reviews, external accreditation processes, special projects, first time instructor, specific job tasks, or other factors. Of the remaining 27 FT faculty members:
  - 22 submitted their fall reports for review. (85% participation rate)
  - 4 have made arrangements to submit late for a variety of reasons.
  - 1 has not yet submitted or made arrangements for late submission.

We anticipate receiving the additional reports within the next two weeks, which will bring us to a participation rate of 97% for fall term assessment.

### **Athletics (Craig Jackson)**

2. Women's basketball is 21-0 and Ranked #1 in the NWAC.
3. Men's Basketball is 14-7 and tied for 3<sup>rd</sup> in the Southern Region.
4. Games against Lane Community College drew over 300 fans to both games and was attended by large groups from South Umpqua High School, as well as Roseburg High School.
5. The new teams from last year have signed over 20 new athletes for next season. At this point last season we had zero.

### **Community and Workforce (Robin VanWinkle)**

6. Our recent Oregon Employer Council Seminar on Jan. 12 had 30 in attendance (BOLI about hiring smart).
7. Our Enrichment class cancellation rate so far this term has decreased from 37% to 10% at the same time last year.
8. We have hired instructors and are offering more fitness classes this term. Several classes were discontinued fall 2016. These new classes that are running are FTE reimbursable.
9. Our Woodworking class in Riddle is at capacity and has 4 people on the waiting list.
10. Driver Education enrollment is up: Fall Term 2016, 2 High School classes were held reaching 17 students. Fall 2017, we held 5 classes totaling 63 students. Winter 2018, we are at the same number as 2017 which was up from the previous year 2016.
11. Limited Pump, a specialized training we offer once per year that UCC is the only authorized provider, is almost full with 9 students.
12. Our Truck Driving class was postponed due to low enrollment because funding was postponed by SCBEC. We have 9 additional students waiting for the next class to start in mid-February.

### **Enrollment Management (Missy Olson)**

13. A Transition Guide was developed with clear instructions on admissions, Banner access, email access, and the scholarship system. This was sent to all high school counselors and/or college access professionals in service district. We will be sending out to dual credit and EOP list, along with the Explore Event fliers. We have also offered hands-on transition assistance and are scheduling visits from interested schools.
14. Explore Engineering and Explore UCC postcards sent to over 700 addresses. Our one recruitment specialist has been distributing posters to schools. We utilized the Roseburg School District Peachjar

email system to send the February 7 event flier home to parents. Other districts have it on their website.

15. Missy Olson is working with Douglas ESD and 13 school districts to implement new Basic Allied Health Careers Pathway Certificate and a pre-nursing track personalized for each high school utilizing state CTE funding. Classes will begin in Fall 2018.

16. Recruitment events for January:

- 1/10- Glide HS Visit (information table and presented to approximately 45 students)
- 1/11-Douglas HS-information table- talked with five students
- 1/16-Oregon Transfer Days- 10 four-year institutions participated
- 1/17-RHS-information table- talked with six students
- 1/22-Boys and Girls Club Presentation- 18 students (6<sup>th</sup>-8<sup>th</sup> graders)
- 1/25-College for a Day event, 50 ABS students

17. Enrollment report as of 1/29/18:

1/30/2017	1/29/2018	1/29/2018 Non-reimbursable FTE	1/30/2017	1/29/2018
			<b>Unduplicated Headcount</b>	
<b>FTE</b>				
378.7	376.53		1333	1312
169.37	131.48		830	821
10.33	12.96		88	116
4.03	1.14		3	2
24.83	26.12		0	0
0	0		0	0
			547	458
<b>587.26</b>	<b>548.23</b>	<b>0</b>	<b>2801</b>	<b>2709</b>
<b>Community and Workforce Training (primarily)</b>				
14.05	24.22		230	313
0	0		0	49
6.24	5.11		30	30
0.02	0.13		2	2
0.15	0.13		13	8
0.2	1.94		4	28
0.21	0		12	0
9.29	7.18		2	1
<b>30.16</b>	<b>38.71</b>	<b>0</b>	<b>293</b>	<b>431</b>
2.27	2.71		16	17
48.15	39.07		199	184
40.8	43.32		33	36
1.06	0.52		1	1
<b>92.28</b>	<b>85.62</b>	<b>0</b>	<b>249</b>	<b>238</b>
<b>709.7</b>	<b>672.56</b>	<b>0</b>	<b>3343</b>	<b>3378</b>

**Instructional Services (Jason Aase and Martha Joyce-Test)**

18. Dr. Alan Aylor, Associate Professor of Business, is working with Robin VanWinkle, Director of the UCC Community Workforce Training department and Missy Olson, Director of Dual Credit/College Transitions to provide a 1-day workshop for local business leaders on the UCC campus. The workshop will include a high school track to introduce local high school students to UCC degree and certificate programs. The event, entitled “Bridging the Gap”, is scheduled for April 27<sup>th</sup>.
19. The EMT Program Accreditation site visit went well. Received notification of accreditation for the EMR, EMT, Intermediate EMT-I, AEMT and Paramedic courses on January 23, 2018, confirming that the college is meeting all state EMT Accreditation standards. The accreditation is granted through December 12, 2022. The National Self-Study was submitted on January 12, 2018. The site visit should be scheduled in 6-8 months.
20. The Practical Nursing site-visit will take place the week of April 23, 2018.
21. Both NATEF T-TEN and Automotive Technology re-certifications are due by March 1, 2018. Dates for site visits have not yet been determined.
22. UCC Nursing has just submitted affiliation paperwork to Willamette Valley Cancer Institute (WVCI). If the agreements are solidified before the start of SP18, there will be students completing their Integrative Practicum hours in WVCI’s facility.
23. The books from the Oregon Community Foundation grant have arrived. The students and staff are so excited to have an updated dental library. This not only serves the students in the dental assisting program but also pre-dental and pre-hygiene students.
24. Six UCC apprentices achieved their Journeyman status (1 Manufacturing Plant Electrician—Swanson Group; 5 Millwrights—4 at Roseburg Forest Products, 1 Swanson Group; 1 Inside Electrician—EPS, Inc.)
25. Apprentices currently in the Apprentice program: Millwrights – 67; Manufacturing Plant Electricians – 38; Inside Electricians – 36 -- Total: 141
26. Fifteen recent graduates from the Welding program have found employment in local industry. They are working for companies such as North River Boats, Con-Vey Keystone, Great Northern Trailers, Bentley Welding, Performance Fabrication, Edge Marine and Babbit Construction.
27. JOBS staff is currently working with the Department of Human Services and Douglas WorkSource to transfer JOBS Program Orientation and Connections Classes to the Douglas WorkSource building on Pine Street.

**Library Services, Student Success and UCC Online (Carol McGeehon)**

28. Textbook affordability initiative is in place to encourage faculty to use open educational resources which allow students to use financial aid for more classes. The latest research from Amy Hofer, OER librarian shows UCC has the third highest estimated savings in textbook cost amongst the seventeen community colleges in Oregon at \$123,637.91.

**Student Services (April Hamlin)**

29. ETS/UB – Mary Morris is starting as the new Director in ETS/UB on February 1, 2018!
30. Financial Aid
  - 17/18 Students awarded – 1,758 compared to 16/17 Students awarded – 1,702
  - 17/18 FAFSA apps – 3,796 compared to 16/17 FAFSA apps – 3,740

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## COMMUNICATIONS & MARKETING PRESIDENT'S REPORT

January 2018

Tiffany Coleman, Director

The Communications and Marketing Department launched [myUCC](#), the campus intranet site, on Monday, January 8. The site is designed to be a great source for internal information. Along with housing a calendar that contains all UCC-specific meeting and event information in one location, the site houses Umpqua Updates and Hawk Squawk, campus governance information, council and meeting minutes, employee forms and resources, and templates employees can use to create their own flyers, posters, brochures, and PowerPoint presentations.

While the site was designed to be user-friendly and easily accessible, we have identified a few challenges related to the launch.

- We discovered a few “hiccups” in some employees’ ability to log in to the site. The log-in challenges are quickly resolved once identified.
- We also made a log-in change based on employee feedback. The platform that runs the UCC website has a security feature that automatically logs people out after 90 minute of inactivity. We have increased that time to 15 hours, which allows people to stay logged in from day to day during the work week. They can also stay logged in to the site through multiple devices; work computer, smartphone, tablet, etc.

Department contributions toward the campus’ recruitment and retention efforts:

### 1. Removing barriers for student success

- Worked with Enrollment Services to redesign the “Getting Started” page on the website. This process removed two pages that future students had to navigate. There is now only one page: <https://www.umpqua.edu/getting-started>.
- Collaborated with communicators from Oregon’s 16 other community colleges (OCCMPR) to draft a news release that would be sent to local media outlets in preps for the legislative session. The release announced that community colleges would be asking legislators for \$32 million in funding to help mitigate tuition increases and restore academic advising.

### 2. Changing programs to meet needs

- Created 17 pull-up banners for a variety of programs/departments to use for their individual marketing efforts. These were produced at no cost to the individual programs.
- Ordered giveaways for the upcoming Explore UCC events (at no charge to the programs).

### 3. Vision for the future

- The department continually looks for new ways to embrace technology. As we shift our efforts more toward digital marketing, we have been able to measure our efforts and provide this data back to the programs and departments we serve.
- Created a pilot marketing test using non-traditional content for five programs:
  - Theater Arts, welding, automotive, dental assisting, and history.
- Working with Retail Management Certificate (RMC) program lead to “virtually” capture leads and interest from a large grocer’s conference in Las Vegas in February.

**OFFICE OF INFORMATION TECHNOLOGY**

**PRESIDENT'S REPORT**

**February 2018**

**Kathy Thomason, Interim Director of Information Technology**

- Collaborated with Rogue Community College to have them scan our external IP range for vulnerabilities. From that report, we have taken steps to further harden our public facing websites and have raised almost all of our secure certificate ratings to an A! (Still working on the few remaining.)
- Programming Department created an Unemployment Report for the Office of Human Resources that turned a tedious, time-consuming task into a 2 to 5 minute task.
- Purchased and started using new "classroom" microphone that picks up ALL the conversation(s) in a room. Has been a great addition for distance ed./online classes as well as video interviews.

**ADVANCEMENT AND FOUNDATION  
PRESIDENT'S REPORT  
February 2018  
Susan Taylor, Executive Director**

**Scholarships**

Scholarship season opened on February 1st for student applications. Honey McNamara, Scholarship and Donor Relations Coordinator, has been presenting to local high schools, UCC classes, and events to get the word out.

**Fundraising**

- The UCC Foundation raised \$38,500 in January in new scholarship funding.
- The LaVera Noland Memorial Scholarship Endowment was established in memory of UCC's admissions officer who passed away recently.
- The For Mercy, for Mothers Scholarship was established by Alisha Crabtree, an Emergency Room P.A. at Mercy. This scholarship is directed at single mothers pursuing a degree in the medical field.
- The Paul Morgan Observatory raised \$4,000 in January.

**Grant Development**

After accepting our Letter of Interest, The Ford Family Foundation has invited UCC to submit a full application for the **Community College and Rural Employer Partnership Grant**. The purpose of the grant is to strengthen career-connected learning in Douglas County. Our proposal will center around providing Snap-On Mechanical and Electronic Torque Certification to our current Automotive students and local employers.

- UCC has also been invited to apply for the **First-Generation Student Success Grant offered by the HECC**. This grant supports student assistance programs that increase the number of under-served, low-income and first-generation college-bound students who enroll in community college and progress toward a degree or certificate. Our proposal will seek to work in concert with UCC's current initiatives, providing targeted support in the forms of advising, scholarships and connecting students to cohorts of peers.

**Government Relations**

Susan Taylor accompanied President Thatcher and Chair Loosley to the Oregon State Capitol on January 10th to meet with five state legislators to advocate for UCC and Oregon community colleges.

**ASUCC REPORT**  
**February 7, 2018**  
**Byronna Thomas, ASUCC President**

- We have discussed spring fling and decided to make some major changes this year. We are creating a new spring celebration that will focus on multicultural awareness. (Creatively Celebrating “U”)
- New Time for Student Board meetings is Thursdays @ 1pm. (subject to change for next term trying to work around student schedules)
- We now provide services that include:
  - Rolling backpacks for students that are being assisted by accessibilities. This will be a voucher from Danielle Haskette to ASUCC that student is in need. Student will be taken to bookstore to purchase. (Lenora Al Ratta will present more information on this new service)
  - We have begun distributing \$10.00 meat vouchers from Nicabobs meat market. We have created a partnership with them to enable this program to continue next year as funds are available. At this time we have increased the amount given to students per term from 15 to 30.
  - We are currently doing a “test run” with \$4.00 milk vouchers through Sherm’s. We purchased at a discount, 20 vouchers and will increase next term if needed. (We have also added shelf milk almond/soy for an alternative option.
- World Hijab Day was a huge success!! Thank you to everyone who showed their support by wearing hijab for some time, whether it be 2 minutes or 2 hours. Thank you to everyone who asked a question. Thank you all for making World Hijab Day a positive learning experience for the UCC community. (World Hijab day was hosted by Lenora Al Ratta, she will report.) \*Attached is photos we wanted to share of this special day.

Byronna Thomas  
ASUCC President

# World Hijab Day



*Sponsored by ASUCC*





# World Hijab Day



*Sponsored by ASUCC*

## **UCCPTFA Board Report**

**February 2018**

**Jeri Frank, President, UCCPTFA**

We have two part-time instructors giving lectures as part of the winter term Faculty Lecture Series. They are Marguerite Garrison, English as a Second Language instructor, on Wednesday, February 7 at 11 a.m. speaking on the topic of Family Stories, and Dustin Cosby, Communications instructor, on Wednesday, March 7 at 11 a.m. speaking on The Art of Storytelling. This lecture series has been a wonderful addition to each term's schedule of UCC cultural and informational events, and we are proud of our part-time instructors' contribution.

In light of an upcoming ruling about unions, it is important to acknowledge the importance of the Umpqua Community College Part-time Faculty Association. Since its inception in 2013, there has been a pronounced improvement in many aspects of part-time instructors' employment. This has included a salary increase, some compensation for meetings and workshops, having a bargaining contract that outlines clear procedures for assigning classes and other important issues, providing support and communication to faculty members, and providing the structure for continued professional and respectful treatment by the administration. Our union is planning to continue working hard to maintain all of our gains.

During winter term we will be holding monthly Executive Committee meetings and a larger General Meeting. We also have active email communication with part-time instructors to keep everybody informed and involved. During the term we are focused on teaching our classes and supporting student success.

Part-time instructors teach about half of the classes at UCC, so we play a crucial role in the college's ability to provide quality instruction of many classes in the wide variety of programs available. Our union is pleased that part-time instructors have become more of a presence with our faculty colleagues and administration during the past few years, and we look forward to continuing in the years ahead.