



**Office of the Provost
Report to the Board of Education
February 2019**

1. Emily Fiocco, director of assessment and accreditation officially began on February 1.
2. Three groups, Senior Leadership Team, Provost Council and Student Services, are engaged in a group reading of *Creating a Data-Informed Culture in Community Colleges*.
3. Final edits are being made to the ad hoc and mid-cycle reports. These reports are due to NWCCU by March 1.
4. Faculty focus is on teaching, learning and program enhancement initiatives.
5. All nine areas of operation are involved in the policy and procedure conversion project, aligning current policies and procedures with those of OCCA, and/or developing new policies and procedures where applicable.

ARTS & SCIENCES (Karen Carroll, dean)

4. UCC was accepted into the Oregon Student Success Center Pathways Project Cohort 2, along with Klamath Community College, Portland Community College, and Tillamook Bay Community College. The primary goal of this two-year project is completing program (curriculum) mapping that will create an easier path to a certificate, degree, or transfer. Other goals for the project include redesigning advising and admissions/enrollment, which UCC has been focusing on for the past year. Training sessions/workshops will be held in May 2019 and November 2019, as well as two sessions in 2020. As part of this initiative, UCC will receive \$25,000 that can be used for travel for training and other necessary areas to complete this project.
5. Shauna McNulty, (Biology faculty), Amy Fair (English faculty), and Gwen Soderberg-Chase (Education faculty) in the division of Arts and Sciences are continuing work on Transfer Compass with workgroups from other community colleges and universities around the state. Four disciplines (Biology, Education (K-12), English, and Business) were chosen by the state to complete a standardized course curriculum map and course requirements that allows for a clear path and transition from the community college to all state-funded universities.
6. With the encouragement of Mick Davis (Physics faculty), two science students attended the Women in Physics Conference in Seattle, a conference for undergraduate women in physics. They attended on their own to learn more about academics and careers in physics and returned with knowledge that they can share with others.
7. Susan Rochester, chair of performing and visual arts, sent an email to 4000 people on the theater listserv, providing an update on the renovation projects and hiring process for the director of theater. The theater faculty position closed Feb 1st with over 20 applicants. We expect to have a candidate chosen by March 15th. That position begins in September 2019.
8. Paul Morgan Observatory Update: A letter was sent February 1st to observatory donors from 2018 to update them on activities/equipment purchases. A 2nd Annual Solar System Walk is scheduled for May 16th for local schools on campus. Last year, 780 participants from K-12 schools attended. In addition, the Solar System Walk will occur as part of the STEAM event on May 18th. Work is being scheduled to expand seating capacity to include 40 additional people at the observatory during summer and early fall months and will include an outdoor projector/screen. Other 2019 goals include bring more local school children to the observatory

or working with them to make remote observations from their own classrooms and providing more opportunities for community lectures and viewing. Already, lectures and night sky viewing for community members occurred in December and January. Additional dates have been scheduled for February 11th and March 8th.

ASSESSMENT AND FACULTY ADVISING (Danielle Haskett, coordinator)

9. Assessment: 22 faculty members have submitted their Fall 2018 Quarterly Assessment Report, this includes 43 course assessments. In March 2019, and Assessment training will be offered for department chairs and faculty using the reflection guide obtained at the NWCC conference.
10. Faculty Advising: Advising training continues, 5 Degree Works sessions have been scheduled throughout the term in addition to 4 Module trainings.
11. Danielle Haskett and Emily Fiocco, director of assessment and accreditation, attended the Assessment Essentials: Assuring Standards of Educational Effectiveness and Quality Improvement conference on January 14, 2019.

CAREER & TECHNICAL EDUCATION (J. Aase, dean)

12. Planning continues for the National CTE Signing Day event to be held on February 21st. Over twenty students have completed interest forms so far, with all CTE programs having at least one student interested in participating in the event.
13. Staff from Automotive, Nursing, Viticulture and Enology, and Truck Driving participated in the CTE Day at the Capitol on February 1.

Department of Applied Science and Technology; Clay Baumgartner, Department Chair

Automotive; John Blakely, Director

14. T-TEN faculty David Wolf has been invited to be part of a team that is working with Toyota's curriculum engineers to create a hybrid certification course for all T-TEN schools. There are only a few instructors from the 37 T-TEN schools nationwide who were asked to be a part of this group. Toyota is paying all of the expenses for Dave to travel to Plano, Texas to work on the week-long project.
15. John Blakely will be participating in the CTE Day at the Capitol on February 1st. John reached out and will be sharing the transportation table with representatives from Linn-Benton and Portland Community Colleges. Toyota is loaning a new hybrid vehicle to UCC to bring to the event to highlight and educate about the T-TEN program.

Engineering; Clay Baumgartner, Coordinator

16. 12th Annual Explore Event: The Engineering program is coordinating the exhibits for the Annual UCC Explore Event which was held on year Feb. 6th, Wednesday, in the UCC gym. 500 participants were involved. The event is intended to provide middle-school through college-age students, families, and teachers an opportunity to learn about STEAM-related career and educational pathways by meeting with representatives from local businesses and industry, representatives from UCC, and representatives from transfer universities. The event is being sponsored by the Umpqua Valley STEAM Hub.
17. STEM Pathways Through Robotics: Clay Baumgartner is the coach for two 4-H middle school robotics teams that advanced from the local FLL (5th - 8th graders) regional competition and competed at the state FLL robotics tournament in Hillsboro. Clay also volunteers to judge for the FTC (7th - 12 graders) robotics tournaments. The FLL and FTC robotics tournaments are sponsored through ORTOP (Oregon Robotics Tournament & Outreach Program). Clay was awarded the "Distinguished Service Award" this year by the Douglas County 4H organization, because of his work to promote technology and robotics in local 4H clubs.

Forestry; Jarred Saralecos, Coordinator

18. The Forestry Program advisory committee held its first meeting of the year on January 11th, 2019 to discuss future program goals, timelines, and upcoming events.
19. The Forestry Program took part in the UCC Agriculture and Forestry Day on January 17th which brought over 50 perspective students from area high schools to campus.
20. The student led Forestry Club began planning to attend the Oregon Logging Conference and Forestry Seminar in Eugene in February.
21. Two Forest Engineering students attended the Council of Forest Engineering annual meeting in Eugene on Thursday January 17th taking in numerous guest speakers and meeting with regional professionals.

Welding; Ian Fisher, Welding Instructor/Coordinator/CWI

22. Industry Partners: Over the winter break, the welding department made a brand new industry contact. DAR USA Construction came out to the college looking for certified graduates to work on structural jobs. This company primarily does structural jobs on commercial from start to finish. Locally they will be responsible for the construction of the new Chevron gas station on Garden Valley.
23. Recruitment: Tiffany Coleman and Chase Gilley in Community Relations continue their work on a promotional video for the UCC Welding Program.
24. Recruitment: January 17th UCC CTE programs hosted a UCC Agriculture and Forestry Tour. Missy Olson scheduled this tour for high school students UCC CTE programs. Many of these HS programs have welding in their curriculum and are currently connected to our program and taking advantage of the welding programs Dual Credit opportunities.
25. Student Success: Kory Dunn, a graduate of our program in 2013 with a 3.16 GPA was contacted by UA 290, the Steam Fitters Union. He i now has earned his journeyman status in the Union and is making \$45 an hour plus a good benefit package for himself and his family.
26. Pembina Corporation is in communication with the welding faculty in regard to their upcoming labor needs and collaborating with UCC in providing students with professional opportunities.

Department of Business; Toni Clough, Department Chair

27. Agriculture Day on Campus was held on Thursday, January 17th. High School Agriculture students came to campus. Toni Clough presented to four groups of high school students throughout the day. The focus was on Agriculture Management and the types of careers students could go into after completing a degree in AG Management. Each student completed and took with them a "Vision Board" to introduce the student into how to define their career goals and have them focus on their future.

Community & Workforce Training; Robin VanWinkle, Director

28. The Professional Truck Driving Program is the recipient of several charitable donations. The program will receive a 2015 Freightliner Cascadia with auto-shift at no cost and will use the funds raised at the UCC Foundation Gala to purchase a newer truck with a 13 speed transmission. Additionally, May Trucking is donating a 53-foot trailer. The addition of this equipment will benefit the expansion of the program.
29. Driver Education has higher than normal enrollment this academic year to include the courses held in outlining areas. Douglas High School is at 14 students, Glide at 21 and Roseburg enrollment is 22.
30. Open Enrollment classes that are at or exceeding capacity include several Cooking classes, Barre Intensity fitness and QuickBooks. If possible, we add a second offering of the class to accommodate those on the wait list.
31. Employer trainings include several Torque Trainings at local timber companies. This training was made available in conjunction with the Auto/Welding Departments and a generous grant from the Ford Family Foundation.

Department of Health Sciences; April M. Myler, Department ChairRegistered Nursing; April Myler, Director

32. All FT nursing and dental faculty completed advising training during in-service with Michael Olson. Much was learned during this amazing event.
33. 1st year Registered Nursing students have started clinical rotations at Mercy Medical Center and have shared positive feedback about their experiences.
34. Nursing staff continue to prepare for the upcoming site-visit with our approving body, the Oregon State Board of Nursing (visit takes place April 8, 9, and 10, 2019).
35. April Myler, Ruth Verkuyl, Michelle Bergmann, and Michael Olson competed three separate Nursing Information Sessions for the "FA19" nursing applicants: Jan. 15 from 0900-1000, Jan. 16 from 1300-1400, and Jan. 17 from 1700-1800.
36. April Hamlin, Ellis Poole, Jason Aase, Danielle Haskett, and April Myler collaborated to streamline methods and better support Accessibility Students' that use UCC Accessibility and Testing services.
37. Health Sciences faculty have begun peer evaluation processes. Cindy Steele and April Myler visited Patrick Harris' week 1 class (NRS221) and shared feedback via verbal and written communication.

Nursing Assistant 1; April M. Myler, Director

38. Jason Aase, Jan Dawson, Ruth Verkuyl, and April Myler met with Brett Steinacher, VP of RHS for CTE Departments, to discuss an exciting partnership opportunity for the development of a RHS Nursing Assistant 1 course for juniors and seniors.

Dental Assisting; Tamara Loosli, Coordinator

39. Dr. David Eichman volunteered on January 18th, working with UCC Dental Assisting students to screen 23 radiology patients
40. Tamara Loosli is attending the 2019 OSAP (Organization for Safety, Asepsis and Prevention) Infection Control Boot Camp. This is an intensive training that will help her to obtain her infection control specialist certificate and open the door to offering infection control courses to the dental community through UCC Workforce Training

Department of Public Safety; Roger Kennedy, Department ChairFire Science, Andy Hatfield, Coordinator

41. Funds have been received from the Jordan Cove grant to purchase tools for the fire engine.
42. Advisory Committee meeting was held on January 30th. Agenda included funding of the fire blast trainer and a review of vocational certification classes.

Emergency Medical Services, Roger Kennedy, Coordinator

43. Faculty, Roger Kennedy attended a one week "train the trainer" and obtained certification as a Mental Health first aid instructor.
44. Enrollment is bursting at the seams in EMS and Paramedic, with early signs of this trend continuing into the upcoming academic year.
45. FTE in emergency medical services increased from 8.58 to 14.4 fte, an increase of 5.81 fte over this time last year. Unduplicated headcount in EMS increased from 55 to 96 an increase of 41 students from this time last year.

ENROLLMENT MANAGEMENT (Missy Olson, dean)

46. Enrollment stats:

FAFSA applications imported comparison:

- A. 18/19 - **3,679** – Will continue to receive until June 2019
 - Up 71 from last month's report

- B. 17/18 – 3,994 – Full academic year received
- C. 16/17 – 3,740 – Full academic year received

Financial Aid awards processed comparison:

- D. 18/19 – **1,945** - Will continue through June 2019
 - Up 71 from last month's report
- E. 17/18 – 1,896 – Full academic year
- F. 16/17 - 1,805 – Full academic year

Winter Admissions through January 18, 2019:

- G. 18-19: **784**
- H. 17-18: 641

47. Recruitment initiatives:

- January: Financial Aid department involved in the nursing information meetings.
- January 24: Oregon Transfer Days with a number of universities and 4-year colleges represented
- January 21: College and Career Planning Workshop, 25 attendees
- January 14: Great by 8th, Winston, 8 attendees
- January 17: Adult Basic Skills College for a Day, around 50 attendees
- January 17: Agriculture/Forestry Day, around 150 high school attendees from eight high schools
- December 18: K-12 and UCC Systems to Support Student Career and College Planning, work session with 30 HS and college leaders
- December 13: Great by 8th, Roseburg Boys and Girls Club, 10 attendees
- December 13: Glendale HS visit, 35 attendees
- December 11: Elkton High School Visit
- December 4: High School Connections Meeting with area high school counselors. Shared program information, financial aid updates, and other key UCC information.

48. Retention initiatives:

- January 9: Winter Student Resource Fair. Part of the Pathways to Opportunity effort to increase awareness of resources for students. A number of on-campus departments participated including financial aid, life coach, scholarships, success center, and peer mentors.
- Three December orientations and one January orientation
- One December Become a Riverhawk Event
- December 4: Professional Learning Community for Allied Health Sponsored Dual Credit project
- Developed STEP grant processes with Adult Basic Skills Staff. Working to serve first group of students during January.
- The Soar to Success grant has 26 students continuing in the program from fall term and 19 new students in the winter term cohort. There will be funding for an additional spring term cohort. Six retention workshops will be offered to participants throughout winter term.

INSTITUTIONAL RESEARCH (Steve Rogers, director)

49. Efforts continue to bring clarity to our data collection, management and reporting processes, inclusive of coding initiatives and supporting the development of department level data collection.

50. Operational level documents describing the methods used to collect our data is being developed.

LIBRARY SERVICES AND LEARNING SUPPORT (Carol McGeehon, director)

51. Research and Instruction Librarian, Jennifer Lantrip, reached 782 students in 22 in-person information literacy sessions across disciplines. She reached 865 students in 47 in-person information literacy sessions across disciplines for 2017-2018.
52. Library started to upload the list of registered students from the student information system to the library computer system winter term 2019. This automatically identifies the registered students and the library no longer needs to see proof of registration nor manually create a record in the library computer system.
53. The distance education statistics from the HECC for last academic year were released. UCC had 6,974 online credit and 185 online non-credit students for 2017-2018. UCC is 8th amongst Oregon community colleges for the total number of students taking online classes.
54. Jennifer Lantrip, research and instruction librarian, helped organized this OER pre-conference with other academic librarians from Oregon and Washington. It was led by Amy Hofer, Coordinator for Statewide Open Education Library Services. The goal of the conference was for academic librarians from the PNW region to assess the current strengths, weaknesses, opportunities, and threats in regards to different issues related to OER and to come up with several projects to work on collaboratively for the year. The major project that resulted from this was to create an OER strategic planning template that will be shared widely.
55. The fall term study-in changed from Saturday from 10-4 to Friday from 2-7. This is a sponsored event with Student Life and we had 64 students signed in however we had more student participation than signed in. Fall term 2017 study-in 46 students participated on a Saturday.

STUDENT SERVICES (April Hamlin, dean)

Accessibility Services (Danielle Haskett, director)

56. The Accessibility Services and Veteran Advising Center has been visited 60 times by 52 students from the December 10, 2019 through January 22, 2019. There are currently 82 students registered for accommodations, this number will increase throughout the term.
57. Danielle Haskett attended the Assessment Essentials: Assuring Standards of Educational Effectiveness and Quality Improvement conference January 14, 2019.

Adult Basic Skills (Andre Jacob, coordinator)

58. 21 - GED completers for '18-19 calendar year as of January 15th. ABS received \$1,000 from the Legacy Ball as a sponsorship perk to assist with GED Testing. Wolf Creek Job Corps has 31 completers.
59. Scott Yakovich (principal at North Douglas HS) has agreed to give the ABS program room space in the Library to establish an ABS outreach in North Douglas.
60. ABS staff continue to canvas Tri-City, Oakland, North County, Sutherlin & Roseburg area stores to display ABS flyers and handouts.
61. In an attempt to assist with ABS Transition efforts, (UCC resources, meeting Career Coach, advisors, scholarship coordinator, ASUCC, etc.) 7 students from Tri-City and Woolley evening classes attended the Student Resource Fair on Wednesday, January 9th.
62. On Thursday, January 17th, 45 student-learners from Tri-City, Wolf Creek Job Corps, and Woolley attended College-For-A-Day.

Advising & Career Services (Mitch Mitchell, director)

63. Advisors have had 239 appointments with students in the period of (Jan. 7-Jan. 22) and last year same timeframe—218 appointments.
64. 6 Career Workshops have been facilitated, including topics on Applications, Cover Letters, and Resume Writing (2x weekly).
65. KPIC news aired a story on Danna-May's Career Coaching Workshop on January 9, 2019.
66. On Dec 9th The Office of Advising & Career Services participated in UCC's Career & Resource Fair.
67. OSU transfer presentation (Mitch Mitchell, Emily Fiocco, Diana Kelly & Michael Olson), where staff collaborated with OSU advisors to streamline the transfer process to OSU.
68. Communicated with 292 students who were not enrolled for the winter-term in an effort to reestablish a rapport with them and get them registered.
69. Standardized the Early Alerts system, process and protocol to better address EAs in an efficient and proficient manner.
70. On Dec. 8th Advising and Career Services staff attended the Strengthening K-12 and UCC Systems to Support Student Career and College Planning.
71. Established assessment indicators and data collection measures to better monitor and measure department goals and outcomes.
72. We continue to engage in ongoing interdepartmental training using SAFEColleges, NACADA Resources, Appreciative Advising resources, and other identified training needs.
73. Danna-May successfully completed The Darkness to Light training and is now a certified facilitator. (The focus of the training is on ending child sexual abuse). Campus training will be scheduled by Spring term.

ETS/UB

74. Kim Meinhardt has accepted a position as the Upward Bound Program Development Specialist.
75. Steven Moldenhauer has accepted a position as the Upward Bound Academic Preparation Specialist.
76. Upward Bound is currently sitting at 60 students. Our advisor has been recruiting in classrooms as well as speaking with teachers and counselors at each school we serve (Roseburg High School, South Umpqua High School and Douglas High School.) ETS is at full capacity with 592 students that are being served.
77. On November 30th, ETS students, staff and AmeriCorps volunteers travelled to Eugene, Oregon for a campus visit to the University of Oregon. After the tour, the students divided into two groups and one went to Cascade Wildlife Reserve while the other went to a Glass Blowing Studio, and then switched.
78. December 2-5, Kim Meinhardt and Cathy Adkins attended a SAEOPP STEM Summit. We are using the information gathered to implement more STEM related activities in our UB Summer Academy focusing on more of a project-based block of courses. We also used the information at our December 8th Saturday Seminar to create elephant toothpaste.

TRiO/SSS Transfer Opportunity Program

79. We continue to onboard incoming students into TOP. We have about 19 spots left to fill and about 40 applicants for those remaining spots. We participated in the campus resource fair and met with future UCC students. We also presented at and led a tour in the College for a Day event.
80. TOP participated in the Transfer Days event 1-24-2019.
81. Our first year experience cohort is engaged in the Planning College Finances curriculum during Winter term; we have held our first scholarship workshop of 2019.
82. Field trips include attending the Eugene Symphony's performance of Star Wars Episode IV at the Hult Center and the Eugene Ballet to see the Odyssey.

Registration & Records

83. Melissa Lake was hired as the full-time Registration & Records Associate and began her position on January 3.

84. Degrees and Certificates:

- 2018 Fall Graduation - *46 students applied: 44 degrees & certificates were awarded:*
 - 15 – AAOT
 - 1 – AS
 - 2 – AGS
 - 9 – AAS (AUTO, CIS, EMS - Paramedicine, PS)
 - 0 – Career Pathways
- 36 Oregon Transfer Modules were awarded
- 369 Career Pathways certificates were auto-awarded:

| | | | |
|----|--------------------------------|-----|---------------------------------------|
| 4 | Automotive & T-Ten | 7 | Server Administrator for System |
| 6 | Jr. Database Admin | 1 | Addiction Treatment |
| 1 | Junior Programmer | 2 | Case Aide |
| 9 | Microsoft Network Support Tech | 1 | Wine Marketing Assistant |
| 8 | CISCO Networking Support Tech | 278 | Retail Management Business Essentials |
| 16 | Jr. Programmer | | |

Dean of Student Services

- 85. The Student Services departments are making progress in continuing program assessment (from Spring term) and piloting program assessment. Discussions about leading and lagging indicators are helping us to determine what indicators are the best measures for assessment purposes.
- 86. Student Services has worked across campus, and with members of SLT, to ensure that Narcotics Anonymous and Alcoholics Anonymous meetings are hosted at UCC for members of the UCC community and Douglas County community. Weekly meetings will start in February.
- 87. April Hamlin participated in the Oregon Student Success Center Advisory Committee meeting on December 13, 2018.
- 88. April Hamlin attended the Strengthening K-12 and UCC Systems to Support Student Career & College Planning with C3.
- 89. Members of the CARES Team attended the Recognizing Threats training on January 15, 2019 – including Kira Oerman, Les Rogers, Mitch Mitchell, Anita Louise, and April Hamlin. Ronda Stearns also attended the training.

TITLE III (Cynthia Horkey, project manager)

- 90. Title III finished Year 5 with \$81,304 and adding to the \$118,006 allocated for the extension, the final Year 6 started with \$199,106.
- 91. Title III has invested in Degree Works and AdvisorTrac over the past years and both have reporting functions. Over the 2017-2018 academic year, 1,110 degree audits were run and 577 student educational planners developed.