

Southwestern Oregon Community College

Board Clerk: Judith Hansen
Campus Contact: Deb Nicholls (541) 888-7400, dnicholls@socc.edu

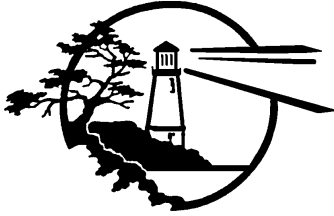
“Southwestern leads and inspires lifelong learning.”

Board of Education

Regular Meeting

Monday, June 23, 2008, 6:00 p.m.





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Board of Education Meeting – Regular

Tioga Hall, Room 505, 1988 Newmark Ave., Coos Bay, Oregon
Monday, June 23, 2008, 6:00 p.m.



AGENDA –

Action Items



1. CALL BUDGET HEARING TO ORDER
Chair Anderson
2. BUDGET HEARING
 - A. Public Budget Hearing - ORS 294.430 (1) (BP 113)
Chair Anderson
 1. Public Comment
 2. Adjourn Budget Hearing
Chair Anderson
3. CALL REGULAR MEETING TO ORDER (BP 107)
Chair Anderson
4. AGENDA CHANGES (BP 113)
5. ADOPTION OF THE 2008-09 BUDGET, #5 A and B (BP 303)
Presenter: Judith Hansen
6. EMPLOYEE INTRODUCTIONS (BP 302)
 - A. Emeritus Recognition
 - Bill Winfield
 - Sheldon Meyer
 - Brenda Brecke
 - Melanie Schwartz
7. STUDENT REPORT (BP 201)
 - A. Associated Student Government
Presenter: Drew Jones
8. BOARD REPORTS/INFORMATION
 - A. Important Dates/Items
 - 07/01/08, noon, Special Conference Call Meeting
 - 07/10-12/08, OCCA Board Member Workshop – Newport
 - 07/15/08, 6:00 p.m., Board Dinner with President Lee – OCCI
 - 07/28/08, 5:00 p.m., Executive Session – Tioga 505
 - 07/28/08, 6:00 p.m., Regular Meeting – Tioga 505
 - 09/08/08, 3:00 p.m., Board Work Session – Tioga 505 (*for discussion*)
 - 09/08/08, 5:00 p.m., Executive Session – Tioga 505



- 09/08/08, 6:00 p.m., Regular Meeting – Tioga 505
 - 10/03-05/08, Board Retreat – Gold Beach or Brookings area – *(under discussion)*
 - 10/04/08, 2:00 p.m., Regular Meeting – Gold Beach or Brookings area - *(under discussion)*
 - 10/17-19/08, Board Retreat – Gold Beach area - *(under discussion)*
 - 10/18/08, 2:00 p.m., Regular Meeting – Gold Beach area - *(under discussion)*
 - 10/29/08-11/01/08, ACCT Annual Leadership Congress - New York
 - 11/21/08-11/23/08, OCCA Convention – Salishan Resort, Gleneden Beach
- B. Board Operations *(BP 104)*
1. Board Policy Review
Presenter: Roger Gould
- C. OCCA Report *(BP 104)*
Presenter: Cherie Mitchell
9. COLLEGE REPORTS *(BP 202, BP 307)*
- A. Health Insurance Update
Presenter: Carole Howland
- B. Engineering Project – Walkway
Presenter: Diana Schab
- C. Disaster Recovery and Emergency Notification Plan, #9 C
Presenter: Kat Flores, Paul Reynolds and Dave McKinney
- D. Strategic Plan Update, #9 D
Presenter: Judith Hansen
- E. Financial Report, #15 A 1
Presenter: Ron Olson
10. CONSENT AGENDA *(BP 113)* 
- A. Minutes
- January 21, 2008 Executive Session, #10 A 1
 - May 5, 2008 Special Open Session, #10 A 2
 - May 19, 2008 Work Session, #10 A 3
 - May 19, 2008 Executive Session, #10 A 4
 - May 19, 2008 Regular Meeting, #10 A 5
 - June 4, 2008 Special Executive Session, #10 A 6
 - June 4, 2008 Special Open Session, #10 A 7
11. OLD BUSINESS 
- A. College Attorney, #11 A
- B. Insurance Reserve Fund, #11 B
- C. Master Plan, #11 C *(BP 104)*
- Focus Group Meetings Discussion
12. NEW BUSINESS
- A. Organizational Review Facilitator Discussion
13. PUBLIC COMMENT *(BP 113)*
14. EX-OFFICIO REPORTS *(BP 202)*
- A. Foundation
Presenter: Carol Oelke
- B. Classified Union
Presenter: Wayne Chandler
- C. Faculty Senate
Presenter: Bob Fields
- D. Faculty Union
Presenter: Tim Dailey
- E. Exempt
Presenter: Tom Nicholls

15. INFORMATION/ADMINISTRATIVE REPORTS (BP 201, BP 202)

A. Unit Reports

1. Administrative Services, #15 A 1
2. Adult Learning Skills, #15 A 2
3. Communications, #15 A 3
4. Curry County, #15 A 4
5. Foundation, #15 A 5
6. Human Resources, #15 A 6
7. Instructional Services, #15 A 7
8. Integrated Technology Services, #15 A 8
9. Resource Development, #15 A 9
10. Student Services, #15 A 10
11. Workforce Development, #15 A 11

16. ADJOURNMENT (BP 113)

Chair Anderson

KEY: Shaded Exhibit included in meeting materials * Materials to be distributed at the meeting

Board policy states that requests must be made by contacting the Clerk of the Board at least seven working days prior to the scheduled meeting. Requests for additions by visitors attending a meeting will be allowed by an affirmative vote of the majority of the Board Members. Time allocations will be at the discretion of the Board Chair.

It is the policy of the Board of Education to adjourn the meeting within three hours unless a motion to continue the meeting is made and approved by a majority vote of the members present.

Exhibit # 5 B
Date June 23, 2008
Approved ___YES ___NO
Motion # _____

**SOUTHWESTERN OREGON COMMUNITY COLLEGE
BOARD OF EDUCATION**

Prepared by: Dr. Sheldon Meyer, Vice President of Administrative Services

ACTION UNDER CONSIDERATION

1. Adopt the Fiscal Year 2008-2009 Budget for the College
2. Adopt the District's permanent 2008-2009 tax rate at \$.7017 per \$1,000
3. Adopt appropriation levels by object classification for each fund

DISCUSSION/HISTORY

After the Board holds the required public hearings on the budget as provided in ORS 294.430 (1), and prior to July 1st of each fiscal year, the Board is required to adopt the budget, make appropriations, and to determine, categorize, make or establish the ad valorem tax levy or tax rate for each fund. (ORS 294.435)

1. The board has the authority to make budget changes and increase budget appropriations in each fund up to 10% over the amount approved by the budget committee.
2. Adjustments to the Budget Committee's Approved Budget are made after the public hearing and prior to adopting the budget.
3. Total appropriations can increase but the total tax levy/rate can not exceed the amount approved by the budget committee. The Board has authority to lower the tax levy. Nothing contained in the Oregon Local Budget Law precludes a governing body during the fiscal year from adjusting budget resources by reducing appropriations to reflect a decrease in available resources.
4. When the Board adopts appropriation amounts, it is required that more detail be given than one amount for each fund. Appropriations can be separated by organizational unit, program, object class or line item. The amounts and detail in which the Board adopts the budget are legally binding. The College must stay within those limits or it is in violation of Oregon Local Budget Law. The 2008-2009 College budget is appropriated by object class (personal services, materials and services, etc.) as the College has done in the past.

OPTIONS/ANALYSIS

1. Do nothing and the College would operate without a budget after June 30, 2008. All expenditures would be in violation of the Oregon Local Budget Law and the College would not be able to levy taxes or adopt its permanent property tax rate.
2. Approve a resolution adopting the 2008-2009 budget, either approved by the budget committee or amended by the Board, establish the property tax levy and/or rate, and make Fund appropriations.

TIMING

The budget resolutions must be adopted by the Board prior to July 1st of each year. The College normally passes a resolution at the regular May or June Board meeting.

RECOMMENDATION

BE IT RESOLVED that the Board of Education of Southwestern Oregon Community College District by resolution hereby adopts the Fiscal Year 2008-2009 budget as approved by the Budget Committee, or amended by the Board, in the total amount of \$62,568,198.

BE IT RESOLVED that the Board of Education of Southwestern Oregon Community College District by resolution hereby imposes the taxes provided for in the adopted budget at a rate of \$.7017 per \$1,000 of assessed value for operations, and that these taxes are hereby imposed and categorized for the tax year 2008-2009 upon the assessed value of all taxable property within the Southwestern Oregon Community College District.

	<u>Subject to the Education Limit</u>	<u>Excluded from Limitation</u>
General Fund	\$.7017/\$1,000	N/A

BE IT RESOLVED that the Board of Education of Southwestern Oregon Community College District by resolution hereby adopts its Fiscal Year 2008-2009 budget for appropriation purposes, in the following manner:

GENERAL FUND:

Personal Services	\$12,858,031
Materials and Services	\$4,049,963
Capital Outlay	\$44,400
Transfers	\$0
Contingency	\$816,775
General Fund Total	\$17,769,169

AUXILIARY FUND:

Personal Services	\$0
Materials and Services	\$0
Capital Outlay	\$0
Transfers	\$0
Auxiliary Fund Total	\$0

FINANCIAL AID FUND:

Personal Services	\$94,000	
Materials and Services	\$3,342,000	
Financial Aid Fund Total		<u>\$3,436,000</u>

TRUST & AGENCY FUND:

Personal Services	\$15,000	
Materials and Services	\$245,000	
Capital Outlay	\$100,000	
Transfers	\$0	
Trust & Agency Fund Total		<u>\$360,000</u>

SPECIAL PROJECTS FUND:

Personal Services	\$5,858,988	
Materials and Services	\$3,666,459	
Capital Outlay	\$890,000	
Debt Service	\$0	
Transfers	\$0	
Contingency	\$50,000	
Special Projects Fund Total		<u>\$10,465,447</u>

PLANT FUND:

Materials and Services	\$1,080,000	
Capital Outlay	\$19,200,000	
Transfers	\$0	
Plant Fund Total		<u>\$20,280,000</u>

ENTERPRISE FUND:

Personal Services	\$1,643,737	
Materials and Services	\$3,217,291	
Capital Outlay	\$30,000	
Debt Service	\$1,522,788	
Transfers	\$0	
Enterprise Fund Total		<u>\$6,413,816</u>

INSURANCE RESERVE FUND:

Personal Services	\$15,000	
Materials and Services	\$235,000	
Capital Outlay	\$204,000	
Transfers	\$0	
Insurance Reserve Fund Total		<u>\$454,000</u>

DEBT SERVICE FUND:

Debt Service	\$2,014,200	
Debt Service Fund Total		<u>\$2,014,200</u>

INTERNAL SERVICE FUND:

Personal Services	\$193,151	
Materials & Services	\$342,515	
Debt Service	\$39,900	
Internal Service Fund Total		<u>\$575,566</u>

TOTAL 2008-2009 BUDGET APPROPRIATIONS **\$61,768,198**

UNAPPROPRIATED - GENERAL FUND **\$800,000**

TOTAL 2008-2009 BUDGET **\$62,568,198**

BUDGET IMPACT

This resolution authorizes the 2008-2009 budget.

Board Chair

President

REVISED

INTEGRATED TECHNOLOGY SERVICES

Emergency Notification Procedure Status Report – 6/2/08

Update: OUS Campus Incident Notification System

OUS (Oregon University System) is in the final process of selecting a vendor following an RFP to procure a campus incident alert notification system. They included language in the contract that all Oregon community colleges could use the contract at the price in the proposal. After the final selection is made, details will be provided to us. At that time we will look at the system, cost, and benefit.

Preparation:

Collect personal cell phone numbers from Staff, Faculty, and Students. These will be used for mass text messaging. First Stop will collect and enter the data.

Complete

Develop network notification. All computers that are on campus will display a popup message. ITS staff will implement this.

Complete

Implement General Announce voicemail notification. Ensure all campus phones are included in the general announce VM group. ITS staff will do this.

Complete

Emergency siren will be installed on top of Tioga and another on Lighthouse Depot.

Not complete. Looking at cost/benefit and other options

Broadcasting an emergency warning:

Public Safety will have access to the siren and voicemail notification systems.

Voicemail only

5th Floor of Tioga will have access to siren and voicemail notification systems.

Voicemail only

Gold Coast Security will have access to the siren.

On hold

ITS will train selected staff to send the emergency cell phone text notification.

Complete – an updated list of staff and students is created every night.

First Stop is collecting student cell phone information and entering it into Colleague

Documentation and training needed

ITS will be contacted to send the popup notification to campus pc's.

Complete – documentation and training needed

Reporting a campus wide emergency situation:

Call Public Safety at 297-4200.

Call Gold Coast Security at 7911.

Call 911 from public phone.

Dial 9911 for 911 calls to Coos Bay police.

Notify Plant Services, President, VP of Administrative Services, and VP of Instruction.

Complete as outlined in Emergency Response pamphlet

SOUTHWESTERN OREGON COMMUNITY COLLEGE

STRATEGIC PLAN 2007-2010

Approved by the BofE on 04/23/07

Revised 07/23/07, 08/01/07, 09/05/07, 09/19/07, 10/03/07,

11/07/07, 12/05/07, 01/09/08, 01/16/08, 02/20/08, 03/05/08,

03/06/08, 03/19/08, 04/03/08, 04/16/08, 04/22/08, 04/23/08,

05/07/08 and 06/04/08

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SOUTHWESTERN OREGON COMMUNITY COLLEGE STRATEGIC PLAN

VISION STATEMENT

Southwestern leads and inspires lifelong learning.

MISSION STATEMENT

Southwestern provides quality learning opportunities.

Progress: Complete. A New Mission Statement was developed at the October Board Retreat following faculty and staff discussion, and approved at the October Board meeting.

CORE VALUES

*Quality
Access and Opportunity
Teaching and Learning
Innovative Change*

*Student Satisfaction
Sense of Community
Social Responsibility*

Approved by the BofE on 04/23/07

*Revised 07/23/07, 08/01/07, 09/05/07, 09/19/07, 10/03/07,
11/07/07, 12/05/07, 01/09/08, 01/16/08, 02/20/08, 03/05/08,
03/06/08, 03/19/08, 04/03/08, 04/16/08, 04/22/08, 04/23/08,
05/07/08 and 06/04/08*

SOUTHWESTERN OREGON COMMUNITY COLLEGE STRATEGIC PLAN

Goal 1: College governance through strong Board of Education and Administration *leadership* provides the vision and structure for long term college sustainability and growth.

Goal: Leadership

<i>Strategy</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2007-2008		
1. Assure administrative pursuit of the Strategic Plan and planning process	1. Schedule of strategic planning workshops and presentation of Strategic Plan to the Board by the President. <i>Progress: Complete. Budget and Planning calendar was distributed at the October Board meeting and distributed campus wide on November 6, 2007.</i>	\$300
2. Assure strong Board leadership	2.a. Annual review of Board Policies. <i>Progress: Complete. Board reviewed Mission Statement and Board Policy Governance at October Board Retreat. The Board will discuss policy governance models throughout the year.</i> 2.b. Evaluate President with self-evaluation of Board <i>Progress: Complete. President's evaluation committee appointed at the July Board meeting completed January 21, 2008. Board self-evaluation was completed at the October Retreat.</i>	\$15,000
2008-2009		
1. Assure continued formal/informal update of College Strategic Plan that provides evidence of strategic pursuit	1.a. Summarize Strategic Plan goal/strategy goals in monthly Board agenda 1.b. Develop a strategic plan for each Department and Program/Monthly Report through 08/09	\$300
2. Approve and distribute Master Plan	2. Master Plan distributed to community through forums	\$15,000
2009-2010		
1. Assure continued formal and informal update of College Strategic Plan that require evidence of goal pursuit	1.a. Summarize Strategic Plan goal/strategy goals in monthly Board agenda 1.b. Summarize Departmental Strategic Plan/report goals monthly from	\$300
2. Assure global learning initiatives	2. Annual plan for cultural awareness and global learning	\$15,000

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Revised 07/23/07, 08/01/07, 09/05/07, 09/19/07, 10/03/07,

11/07/07, 12/05/07, 01/09/08, 01/16/08, 02/20/08, 03/05/08,

03/06/08, 03/19/08, 04/03/08, 04/16/08, 04/22/08, 04/23/08,

05/07/08 and 06/04/08

SOUTHWESTERN OREGON COMMUNITY COLLEGE STRATEGIC PLAN

Goal 2: *Student access* to quality teaching and learning opportunities opens pathways to dreams.

Goal: Students

<i>Strategy</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2007-2008		
1. Develop and implement marketing plan	1. Increase student access and satisfaction of services and facilities by 2% <i>Responsibility: Enrollment Management and Student Enrollment Committees</i> <i>Progress: Complete. CCSSE Survey documented over 2% gain in student perception of services in all areas over the previous year. Enrollment for summer and fall terms exceeded 2% increase in enrollment. Enrollment Management Committee has identified the CCSSE Survey measurement as a Dashboard measurement for student access. Benchmarks were set with the first CCSSE report four years ago. CCSSE testing was completed in March 2008.</i>	\$50,000
2. Develop action plan to increase awareness of internal and external barriers to students	2. Enrollment Management Committee and Enrollment and Student Service Leadership Team presents plan to Vision Group for FY07 implementation <i>Responsibility: Enrollment Management Committee and Enrollment and Student Service Leadership Team</i> <i>Progress: Complete. Enrollment Management Committee and Enrollment and Student Service Leadership Team presented to the Vision Group in December. Team members presented bi-monthly progress reports to Vision Group through the year.</i>	\$5,000
2008-2009		
1. Implement action plan to reduce internal and external barriers to students	1. Increase retention of students by 2% <i>Responsibility: Enrollment Management Committee and Enrollment and Student Service Leadership Team</i>	\$10,000
2. Assess and refine the marketing plan	2. Increase enrollment by 2% <i>Responsibility: Student Enrollment Committee</i>	\$5,000-\$100,000

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03/06/08, 03/19/08, 04/03/08, 04/16/08, 04/22/08, 04/23/08,
05/07/08 and 06/04/08*

Goal 2: Students Cont'd

<i>Strategy</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2009-2010		
1. Increase diversity of Student Service staff	1. Add one-two people of color to staff to reflect growing student population of students of color <i>Responsibility:</i> Managers, Human Resources	\$5,000
2. One-card system for student and staff use	2. Increase accessibility to campus services by 2%. <i>Responsibility:</i> Enrollment Management Committee and Enrollment and Student Service Leadership Team	\$100,000

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05/07/08 and 06/04/08

**SOUTHWESTERN OREGON COMMUNITY COLLEGE
STRATEGIC PLAN**

Goal 3: Exceptional *educational programs and experiences* designed, developed, scheduled, implemented, and assessed.

Goal: Educational Programs and Experiences

<i>Strategies</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2007-2008		
1. To assess and analyze existing Southwestern educational programs at the class, course, department, program, division, and institutional levels.	<p>1. <i>Measure:</i> Quantitative – 100% of all scheduled reviews completed and reported; identification of % of programs below thresholds/identified as at-risk.</p> <p><i>Timeframe:</i> Quarterly measures each term; Annual identification of at-risk programs early in Fall Term. All assessments, analysis, and recommendations made prior to budget entry deadline.</p> <p><i>Responsibility:</i> Vice President, Instruction/St. Services, Instructional Researcher, Instructional Directors, Instructional Council, and Faculty.</p> <p><i>Progress:</i> <i>In progress. First year of CAAP Student Outcomes data showing graduates meeting national mean in math, communication and critical thinking set baseline that will be used for review of math, communication and critical thinking contribution to programs and recommendation for improvement beginning this year. Presentation of new review process to meet accreditation standards completed winter inservice and scheduled for January Board meeting. Integration of state and federal program objectives into program review has begun. Benchmark for CAAP targets being set winter term for spring and summer assessment. CAAP testing May 21-June 5. Faculty members setting proposed benchmarks for CAAP test by discipline. Program areas are setting target CAAP scores and identifying strategies for improvement. At risk programs eliminated from strategy in light of new recommendations from NWCCU that focus on continuous improvement processes for all programs.</i></p>	<p>\$21,000</p> <p>\$31,000</p> <p>\$175,000</p> <p>\$217,000</p> <p>All indirect costs</p>

Approved by the BofE on 04/23/07

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05/07/08 and 06/04/08

Goal: Educational Programs and Experiences

<i>Strategies</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2. Expand learning opportunities through program innovation and development in response to emerging needs.	<p>2. <i>Measure:</i> Qualitative – collaborations established and/or strengthened in developing programs, and degree new programs enhance the overall curricular offerings.</p> <p><i>Timeframe:</i> Programs, study options, and articulations adopted by January.</p> <p><i>Responsibility:</i> Faculty, Instructional Directors, Pathway Coordinator and Instructional Council.</p> <p><i>Progress:</i> Complete. Turf Management/Horticulture, Truck Driver Training, Physical Therapy, Electrical Apprenticeship, distance Nursing for four counties and two states, Early Childhood Education, dual high school enrollment in Brookings, Medical Assistant programming added this fiscal year. Meetings with Bandon Dunes for new initiatives in January, Coast Guard and Bay Area Hospital expanded programming, South Coast Business Employment Corporation, Coos Curry Communities Empowering Youth grant, Knowledge Delivery Systems, EMT-Paramedic with Bay Cities Ambulance, CBJT Hospitality grant with Del Norte Workforce Center and College of the Redwoods. Curry County General Hospital, Chetco Federal Credit Union employee associate degree, Bandon Dunes/College Foundation speed golf partnership. <u>Meetings held with Coquille Tribe to establish programming for Natural Resources program.</u></p>	<p>\$31,000</p> <p>\$175,000</p> <p>\$63,000</p> <p>\$269,000</p> <p>All indirect costs</p>

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 03/06/08, 03/19/08, 04/03/08, 04/16/08, 04/22/08, 04/23/08,
 05/07/08 and 06/04/08

Goal 3: Educational Programs and Experiences Cont'd

<i>Strategies</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2008-2009		
1. To assess and analyze existing Southwestern educational programs at the class, course, department, program, division, and institutional levels.	<p>1. <i>Measure:</i> Qualitative –reviews result in positive recommendations and demonstrated improvement; programs added/remained/removed from at-risk category; improvement in identification and address of issues of at-risk programs.</p> <p><i>Timeframe:</i> Quarterly measures each term; Annual identification of at-risk programs early in Fall Term. All assessments, analysis, and recommendations made prior to budget entry deadline.</p> <p><i>Responsibility:</i> Vice President, Instruction/St. Services, Instructional Researcher, Instructional Directors, Instructional Council, and Faculty.</p>	<p>\$21,000</p> <p>\$31,000</p> <p>\$175,000</p> <p>\$217,000</p> <p>All indirect costs</p>
2. Expand learning opportunities through program innovation and development in response to emerging needs.	<p>2. <i>Measure:</i> Quantitative – addition of one Pathways program, international study options, articulations, nationwide consortium of course offerings, evening/weekend course offerings, Curry program offerings, new certificate or degree program, instructional technology innovation, and cultural and continuing education offerings adopted.</p> <p><i>Timeframe:</i> Programs, study options, and articulations adopted by January to add in next catalog.</p> <p><i>Responsibility:</i> Faculty, Instructional Directors, Pathway Coordinator and Instructional Council.</p>	<p>\$31,000</p> <p>\$175,000</p> <p>\$63,000</p> <p>\$269,000</p> <p>All indirect costs</p>

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03/06/08, 03/19/08, 04/03/08, 04/16/08, 04/22/08, 04/23/08,
05/07/08 and 06/04/08

Goal 3: Educational Programs and Experiences Cont'd

<i>Strategies</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2009-2010		
1. To assess and analyze existing Southwestern educational programs at the class, course, department, program, division, and institutional levels.	<p>1. <i>Measure:</i> Quantitative – 100% of all scheduled reviews completed and reporting what % of programs fell below thresholds/identified as at-risk?</p> <p><i>Timeframe:</i> Quarterly measures each term; Annual identification of at-risk programs early in Fall Term. All assessments, analysis, and recommendations made prior to budget entry deadline.</p> <p><i>Responsibility:</i> Vice President, Instruction/St. Services, Instructional Researcher, Instructional Directors, Instructional Council, and Faculty.</p>	<p>\$21,000</p> <p>\$31,000</p> <p>\$175,000</p> <p>\$217,000</p> <p>All indirect costs</p>
2. Expand learning opportunities through program innovation and development in response to emerging needs.	<p>2. <i>Measure:</i> Quantitative – addition of one Pathways program, international study options, articulations, nationwide consortium of course offerings, evening/weekend course offerings, “weekend college” program, freshmen “first year” experience pilot, course management system, Curry program offerings, new certificate or degree program, instructional technology innovation, and cultural and continuing education offerings adopted.</p> <p><i>Timeframe:</i> Programs, study options, and articulations adopted by January to add in next catalog.</p> <p><i>Responsibility:</i> Faculty, Instructional Directors, Pathway Coordinator and Instructional Council.</p>	<p>\$31,000</p> <p>\$175,000</p> <p>\$63,000</p> <p>\$269,000</p> <p>All indirect costs</p>

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05/07/08 and 06/04/08

SOUTHWESTERN OREGON COMMUNITY COLLEGE STRATEGIC PLAN

Goal 4: Adequate *physical, fiscal resources* allocated through continuous improvement and aggressive pursuit of traditional and non-traditional resources to meet the needs of our present and future stakeholders.

Goal: Physical, Fiscal, and ITS Resources

<i>Strategy</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2007-2008		
1. Aggressively pursue all sources of revenue	<p>1. Increase special projects and alternative resources revenue by 5%/July 2007-June 2008/Leadership</p> <p><i>Progress: Complete. Bond resale approved by Board completed. Grant received from VISTA, Even Start, Title III, Career Pathways, Hewlett Packard Equipment, Ford Family Jump Start, and JOBS. Foundation hiring a Capital Campaign Consultant Spring 2008. Alternative resources provided Curry IPTV equipment, one additional Smart classroom in Eden Hall lecture room; a new Smart Board for Curry campus; new computers for the Title III Math Lab; furniture and white boards; new truck and trailer for Truck Driver Training program; and Hewlett Packard computer equipment. New property purchased with loan from the Foundation Board. Metals in Transportation Pathway Cluster Partnership Grant received.</i></p>	\$0
2. Meet facilities and innovative infrastructure resource needs	<p>2. Start Master Plan implementation/Leadership</p> <p><i>Progress: Complete. Focus Groups initiated in Curry County, initial renovations and building needs implemented. Artist rendering for new buildings completed. Property for current Curry Campus purchased. Master Plan proceeding with last focus groups scheduled for fall term. Curry Master Plan draft presentation scheduled for December Board Workshop. The Master Planning Steering Committee meeting held in January with first draft presentation to Board in February. Follow-up meeting with architects on February 14 completed in preparation for February Board meeting presentation. New heating and ventilation system for Empire Hall. Master Planning Workshop completed March 17, Plan draft and budget workshop scheduled for May Board meeting presentation. Approval scheduled for June 23, 2008 Board meeting.</i></p>	\$50,000
3. Enhance campus inventory and use of state of the art technology to improve student learning and campus productivity	<p>3.a. Implement Time Entry and Approval to improve employee success/Winter Term 2007/ITS</p> <p><i>Progress: In progress. Converted to daily time tracking with November Payroll.</i></p> <p>3.b. Implement web page Portal solution/Winter Term 2008/ITS</p> <p><i>Progress: In progress. Four servers have been purchased and mounted on rack. IT staff trained. Discovery meeting with Datatel was held on November 27 and 28, 2007. Inservice presentations/training with faculty and staff on going. Installation of Portal shell scheduled for the week of May 19.</i></p>	\$25,000 \$75,000

Approved by the BofE on 04/23/07

Revised 07/23/07, 08/01/07, 09/05/07, 09/19/07, 10/03/07,

11/07/07, 12/05/07, 01/09/08, 01/16/08, 02/20/08, 03/05/08,

03/06/08, 03/19/08, 04/03/08, 04/16/08, 04/22/08, 04/23/08,

05/07/08 and 06/04/08

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**Goal 4: Physical, Fiscal, and ITS Resources
Cont'd**

<i>Strategy</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2008-2009		
1. Aggressively pursue all sources of revenue	1. Increase special projects and alternative resources by revenue 5%/July 2008-June 2009/Leadership	\$0
2. Meet facilities and innovative infrastructure resource needs.	2. Continue implementing Master Facility Plan/Leadership	\$0
3. Enhance campus inventory and use of state of the art technology to improve student learning and campus productivity	3.a. Increase technology rich classrooms by 6/Media Services	\$42,000
	3.b. Implement a server for ePortfolio/ITS	\$30,000
	3.c. Provide data storage for student labs/ITS	\$22,000
2009-2010		
1. Aggressively pursue all sources of revenue	1. Increase special projects and alternative revenue by 5%/Leadership	\$0
2. Enhance campus inventory and use of state of the art technology to improve student learning and campus productivity	2.a. Implement Learning Management System/ITS and LRD	\$75,000
	2.b. Increase technology rich classrooms by 6/Media Services	\$42,000
3. Master Facility Plan	3. Continue to implement master facility plan/Leadership	\$0

*Approved by the BofE on 04/23/07
Revised 07/23/07, 08/01/07, 09/05/07, 09/19/07, 10/03/07,
11/07/07, 12/05/07, 01/09/08, 01/16/08, 02/20/08, 03/05/08,
03/06/08, 03/19/08, 04/03/08, 04/16/08, 04/22/08, 04/23/08,
05/07/08 and 06/04/08*

SOUTHWESTERN OREGON COMMUNITY COLLEGE STRATEGIC PLAN

Goal 5: To support all *employees* and the college as a learning organization responsive to individual and organization success with resources, training, tools and feedback.

Goal: Employees

<i>Strategy</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2007-2008		
1. A learning environment, with career management strategies, results in employees who have acquired competencies to meet current and future college challenges.	<p>1. <i>Measure:</i> Evaluate the current performance evaluation process and recommend a new system. Establish career planning and mentoring programs to assist employees with managing their career while preparing them for future employment.</p> <p><i>Timeframe:</i> Spring 2008 <i>Responsibility:</i> Human Resources <i>Progress:</i> Complete. New process has been identified for pilot beginning February 2008. Exempt Task Force recommendations for consistent titles and salaries adopted by Vision Group for implementation in the '09 fiscal year. New performance evaluation process distributed in February for March implementation. Salary recommendations for exempt category minimums <u>being considered</u> for July '08 implementation <u>within budget limitations</u>. <u>New performance evaluation process will be fully implemented based on recommendations from the 2008 pilot for 2008-2009.</u></p>	\$0
2008-2009		
1. Leveraging technology to maximize personal and professional development opportunities, streamline administrative processes, enhance capture of and access to information.	<p>1.a. <i>Measure:</i> Electronic search process 1.b. <i>Measure:</i> Implement functionality to allow electronic processing and screening of applications for applicants by updating the Human Resources website and module to allow employees access to services and products electronically and to facilitate communication with campus.</p> <p><i>Timeline:</i> September 30, 2009 <i>Responsibility:</i> Human Resources and Integrated Technology Services <i>Progress:</i> In progress. Software identified.</p>	Novus software for Electronic Search \$35,000
2009-2010		

Approved by the BofE on 04/23/07

Revised 07/23/07, 08/01/07, 09/05/07, 09/19/07, 10/03/07,

11/07/07, 12/05/07, 01/09/08, 01/16/08, 02/20/08, 03/05/08,
03/06/08, 03/19/08, 04/03/08, 04/16/08, 04/22/08, 04/23/08,
05/07/08 and 06/04/08

SOUTHWESTERN OREGON COMMUNITY COLLEGE STRATEGIC PLAN

Goal 6: Premier *collaborative relationships* initiated with educational institutions, economic and workforce development, business and industry alliances, health care alliances, government agencies, and community groups.

Goal: Collaborative Relationships

<i>Strategy</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2007-2008		
1. Initiate plans for Capital Campaign in response to Master Plan needs identified for Curry Campus, health sciences and child/family programming	1. President will present monthly progress reports to Board on Curry, Health and Child/Family program Capital Campaign by December 31, 2007. <i>Progress: Complete. Capital Campaign proposals have been received from four firms and have been reviewed for selection. Timetable for renovation of Neighborhood Facility Building has moved to Summer '09. Presentation to Brookings City staff scheduled for February 28, 2008 for new Curry campus. Capital Campaign Consultant approved by Foundation Board at May meeting. The College joined statewide community college consortium for suicide prevention.</i>	\$50,000
2. Develop community partnerships in response to emerging economic/workforce needs.	2. Workforce Director reports increase of community partnerships and resulting programs at January and June Board meetings during the fiscal year. <i>Progress: Complete. Workforce Director began July 30, 2007, with priority to expanded community economic development response and partnerships. Additional reports of partnerships will be presented at regular monthly Board meetings as developed. DOLETA on-line nursing project, Pathways expanded with high schools and businesses. Hospitality and Tourism collaboration with northern California on Community Based Development Grant. Partnerships with Salmon Run Golf Course, U.S. Coast Guard, and Oregon Institute of Marine Biology. Additional partnerships initiated through Instruction, Student Services, and Foundation to over 500 new members of the Laker Club. Metals in Transportation Pathway Cluster Partnership Grant received..</i>	\$60,000
2008-2009		
1. Increase community citizen access to college information.	1. Vice President of Administrative Services and IT Director implement front door, transportation and information access plan to Board of Education by June 30, 2009.	\$200,000
2. Complete Capital Campaign to meet Curry, health and child/family programming	2. Result of Capital Campaign reported to Board of Education and Foundation Board by Foundation Executive Director at January and June meetings.	\$50,000

Approved by the BofE on 04/23/07

Revised 07/23/07, 08/01/07, 09/05/07, 09/19/07, 10/03/07,
11/07/07, 12/05/07, 01/09/08, 01/16/08, 02/20/08, 03/05/08,
03/06/08, 03/19/08, 04/03/08, 04/16/08, 04/22/08, 04/23/08,
05/07/08 and 06/04/08

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Goal 6: Collaborative Relationships Cont'd

<i>Strategy</i>	<i>Measure/Timeframe/Responsibility</i>	<i>Budget</i>
2009-2010		
1. Complete plans for Capital Campaign in response to needs identified for Curry Campus, health sciences and child/family programming	1. President will present monthly progress reports to the Board of Education on Curry, Health and Child/Family program Capital Campaign during the fiscal year.	\$50,000
2. Build Curry Campus, Regional Marine Science Health and Science buildings.	2. Progress of construction will be reported to Board of Education and Foundation Board by Vice President of Administrative Services monthly.	\$??????

*Approved by the BofE on 04/23/07
 Revised 07/23/07, 08/01/07, 09/05/07, 09/19/07, 10/03/07,
 11/07/07, 12/05/07, 01/09/08, 01/16/08, 02/20/08, 03/05/08,
 03/06/08, 03/19/08, 04/03/08, 04/16/08, 04/22/08, 04/23/08,
 05/07/08 and 06/04/08*

Exhibit # 10 A 1
Date June 23, 2008
Approved YES___ NO___
Motion # _____

**SOUTHWESTERN OREGON COMMUNITY COLLEGE
BOARD OF EDUCATION
SPECIAL EXECUTIVE SESSION
MEETING MINUTES**

January 21, 2008

Attendance: Harry Abel, Lonny Anderson, Marcia Jensen, David Bridgham, Cherie Mitchell (via conference phone) and Rick Howell, Judith Hansen

Absent: Carol Oelke

CALL TO ORDER Lonny Anderson, Board of Education Chair, convened the Executive Session meeting at 5:00 p.m. The meeting was held in Tioga Hall, Room 505 at the Southwestern Oregon Community College Coos Bay campus at 1988 Newmark Ave., Coos Bay, Oregon. Due and proper meeting notice was provided.

DISCUSSION Members of the Board met in Executive Session to review and evaluate the president (chief executive officer) under ORS 192.660 (2) (i) Personnel. No action was taken by the Board of Education during the Executive Session.

ADJOURNMENT Chair Anderson adjourned the Executive Session at 7:15 p.m.

Respectfully submitted,

Lonny Anderson, Board Chair

Judith M. L. Hansen, Clerk

David Bridgham, Recorder

Exhibit # 10 A 2
Date June 23, 2008
Approved YES___ NO___
Motion # _____

**SOUTHWESTERN OREGON COMMUNITY COLLEGE
BOARD OF EDUCATION
SPECIAL OPEN SESSION**

May 5, 2008

Attendance:

Board Members/Staff –

Lonny Anderson (Board Chair)
Harry Abel
David Bridgham
Rick Howell (via conference phone)

Marcia Jensen
Cherie Mitchell
Carol Oelke
Deb Nicholls (Recording Secretary)

College Staff -

Judith Hansen (President)
Hannah Abraham-Shea
Bob Andrews
Tom Bennett
John Berman
Blake Bowers
Shana Brazil
Brenda Brecke
Daniel Brouse
Robin Bunnell
Carolyn Byrd
Wayne Chandler
Tim Dailey
Ray Daniels
Mary Jane Fisher
Bob Fields
Lisa Fletcher-Gordon
Kat Flores
Megan Franko
James Fritz
Theresa Garner
Karen Helland
Jeremy Jones
Bernadette Kapocias
Julie Kremers

Linda Kridelbaugh
Carol Howland
Rocky Lavoie
Mary Loiselle
Renee Menkens
Sheldon Meyer
Tom Nicholls
Rick Osborn
Makayla Pedey
Diana Plum
Kristi Rayevich
Brenda Rogers
Diana Schab
Christine Scholey
Melanie Schwartz
Patty Scott
Barbara Shreckengost
Marie Simonds
Sharon Smith
John Speasl
Jo Sullivan
Kathy Walsh
Chris Williamson
Jason Wood

Guests:

Michael Brumit
Mrs. V.C. Carriker
Marie Colo
Clif DeRoss
Norma Frost

Drew Jones
Meg Kieran
Richard Krablin
Bill Lansing
Ralph Mohr

Ron Opitz
Clara Radcliffe
Alexander Rich
Kathy Rosencrantz
Crystal Shoji
Gene Shoji
Joseph Shukoff
Yashveer Singh

Daniel Smith
Ryan Spencer
Christie Sweet
Dick Vigue
Joanne White
Henry Young
Margie Young

**CALL TO
ORDER**

Chair Anderson called the meeting to order at 5:01 p.m., informing those in attendance that the meeting was not an inquisition, it was a meeting to provide Dr. Hansen with an opportunity to respond to the concerns provided her on 04/28/08, and that public comments were not going to be entertained.

**PRESIDENTIAL
PRESENTATION**

President Hansen read a prepared letter to the Board addressing the concerns. Immediately following the conclusion of Dr. Hansen's presentation the following motion was heard:

Cherie Mitchell's motion that ***"the Board finds no basis for further investigation into the President's performance, and, by this decision exonerates the President and informs the public of its confidence in her and in her work for the College"*** was seconded by Carol Oelke.

Board members expressed concern with the motion being made to exonerate Dr. Hansen without further discussion or inquiry, requested time to adequately review her response letter, noted the disservice to both the President and the College if the Board were not to review the concerns, and discussed using the terms 'fact finding' or 'discovery' rather than 'investigation.'

Discussion occurred on the possible rewording of the motion. Mitchell stated that the procedure established by the College to first take the grievances to the President should be followed. Anderson indicated that the 'first step' had been accomplished when the concerns were provided to Hansen on 04/28/08 and that she was provided the opportunity to respond during tonight's session. He added that if the Board did not feel confident in the President's responses they could decide how to proceed. Upon call for the vote, the ***MOTION FAILED.*** (YEA – Anderson, Mitchell and Oelke; Opposed – Abel, Bridgham, Howell and Jensen)

Marcia Jensen's motion to ***"hire OSBA to do a fact finding study into areas of concern"*** was seconded by Harry Abel.

Oelke expressed concern with any action occurring in the absence of the College Attorney. However, it was pointed out that she was in favor of action on the previously failed motion without Gould's guidance. Chair Anderson suggested that OSBA be asked to investigate specific areas of concern and that the College Attorney lead the investigation with OSBA. After a discussion of a friendly amendment to the motion, Jensen ***WITHDREW HER MOTION AND ABEL WITHDREW HIS SECOND.***

M05/08-1

Marcia Jensen's motion ***"to have Roger Gould assist us in identifying those areas of concern for inquiry"*** was seconded by Carol Oelke. Discussion occurred.

Ms. Meg Kieran, Dr. Hansen's legal counsel, addressed the Board suggesting that Dr. Hansen provide the Board with copies of her presentation and that discussion with College Counsel occur during Executive Session in the future. Discussion continued and clarification was made that it would be an Executive Work Session with College Counsel.

Upon call for the vote, the ***MOTION PASSED*** unanimously.

M05/08-2

Marcia Jensen's motion that *“with those areas of concern that are identified, that we will discuss with OSBA an inquiry into areas of concern, should they be identified as necessary”* was seconded by Harry Abel.

Discussion occurred regarding handling concerns, if identified, in a timely manner, potential costs and possible revision of the motion. It was noted that OSBA would provide most of the work without cost, but if there were costs incurred due to outsourcing those costs would be passed on to the College, and that such costs would be incurred regardless of the third-party used. Upon call for the vote, the **MOTION PASSED**. (YEA – Abel, Anderson, Bridgham, Howell, Jensen; Opposed – Mitchell and Oelke)

ADJOURNMENT No further business was presented and the meeting was adjourned at 6:10 p.m.

Respectfully submitted,

Lonny Anderson, Board Chair

Judith ML Hansen, Clerk

Deb Nicholls, Recording Secretary

**SOUTHWESTERN OREGON COMMUNITY COLLEGE
BOARD OF EDUCATION
WORK SESSION MEETING MINUTES**

May 19, 2008

ATTENDANCE

Board of Education (Quorum Present)

Lonny Anderson (Board Chair)
Harry Abel
David Bridgham
Rick Howell

Absent: Marcia Jensen
Cherie Mitchell
Carol Oelke

Staff/Ex-Officios

Judith Hansen (President)
Kat Flores
Cindy Holland
Carole Howland
Bruce Locker

Sheldon Meyer
Deb Nicholls (Recording Secretary)
Rick Osborn
Patty Scott
John Speasl

Guest

Mike Crow

CALL TO ORDER

Chair Anderson called the meeting to order at 3:02 p.m. The meeting was held in Tioga Hall, Room 505 at the Southwestern Oregon Community College Coos Bay campus at 1988 Newmark Ave., Coos Bay, Oregon. Due and proper meeting notice was provided.

**MASTER PLAN
WORKSHOP**

MASTER PLAN WORKSHOP

Mike Crow, Crow/Clay and Associates, distributed copies of the Master Plan dated May 19, 2008 and briefed the Board on the Plan in detail and mentioned the Storm Water Hydrology report. Discussion occurred on the following:

- Cost per square foot (\$200 for new construction; \$80-\$100 for remodeling)
- Site development costs
- Rock removal
- Sewer system
- Prosper Hall boiler
- Dellwood HVAC system
- Feedback to communities on Plan (PowerPoint, community meetings and personalized correspondence to the focus group attendees)
- Review timeline (annually before College budget cycle begins)
- In-depth follow-up review with communities (no more than every two years)
- Resource availability

Funding for Curry Campus

The College anticipates \$2.3 million in funding from the Legislature matched by the College. The College has proven the match, but the expenditure of the College's funds must be shown before the \$2.3 M from the Legislature will be released.

ADJOURNMENT

Chair Anderson adjourned the meeting at 4:09 p.m. and went on a short tour of the Teaching and Learning Center and Title III Math Lab.

Respectfully submitted,

Lonny Anderson, Board Chair

Judith M.L. Hansen, Clerk

Deb Nicholls, Recording Secretary

Exhibit # 10 A 4
Date June 23, 2008
Approved YES___ NO___
Motion # _____

**SOUTHWESTERN OREGON COMMUNITY COLLEGE
BOARD OF EDUCATION
EXECUTIVE SESSION
MEETING MINUTES**

May 19, 2008

ATTENDANCE Board of Education (Quorum Present)

Lonny Anderson (Board Chair)	Marcia Jensen
Harry Abel	Cherie Mitchell
David Bridgham	
Rick Howell	<i>Absent:</i> Carol Oelke

Staff

Judith Hansen (President)	Deb Nicholls (Recording Secretary)
Kat Flores	Rick Osborn
Carole Howland	Patty Scott
Bruce Locker	
Sheldon Meyer	

Guests

Roger Gould	Alexander Rich
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CALL TO ORDER Lonny Anderson, Board of Education Chair, convened the Executive Session meeting at 5:02 p.m. The meeting was held in Tioga Hall, Room 505 at the Southwestern Oregon Community College Coos Bay campus at 1988 Newmark Ave., Coos Bay, Oregon. Due and proper meeting notice was provided.

DISCUSSION Members of the Board of Education met in Executive Session under ORS 192.660 (2) (d) Labor Negotiations, (h) Legal Rights, and (i) Personnel. No action was taken by the Board during the Executive Session.

ADJOURNMENT Chair Anderson adjourned the Executive Session at 5:58 p.m.

Respectfully submitted,

Lonny Anderson, Board Chair

Judith M. L. Hansen, Clerk

Deb Nicholls, Recording Secretary

Exhibit # 10 A 5
Date June 23, 2008
Approved YES___ NO___
Motion # _____

**SOUTHWESTERN OREGON COMMUNITY COLLEGE
BOARD OF EDUCATION
MEETING MINUTES**

May 19, 2008

ATTENDANCE

Board of Education (Quorum Present)

Lonny Anderson (Board Chair)	Marcia Jensen
Harry Abel	Cherie Mitchell
David Bridgham	
Rick Howell	<i>Absent:</i> Carol Oelke

Staff/Ex-Officios

Judith Hansen (President)	Jeremy David Jones
Blake Bowers	Linda Kridelbaugh
Brenda Brecke	Kyle Croy
Vicki Brumit	Bruce Locker
Wayne Chandler	Renee Menkens
Anthony Collins	Sheldon Meyer
Tim Dailey	Deb Nicholls (Recording Secretary)
Barbara Davey	Ron Olson
Bob Fields	Rick Osborn
Mary Jane Fisher	Katie Paulson
Kat Flores	Patty Scott
Megan Franko	Sharon Smith
Karen Helland	John Speasl
Cindy Holland	Arlene Soto
Trevor Hoppe	Suzanne Wash
Carole Howland	Jeff Whitey

Guests

Jimmy Billstine	Nathan McClintock
Michael Brumit	G. McCullough
Anita Cary	Jeff McKeown
Roger Craddock	Ron Opitz
RL Detloif	Clara Radcliffe
DeMario Dorsey	Rebecca Reese
Chuck Freeman	Alexander Rich
Jon Gaffney	Andrew Roesener
Roger Gould	Ryan Spencer
Noah Griffin	Jason Troxel
Juan Guitron	Kris Valencia
Eudoro Guizar	Caitlyn Walker
Justin Hollingshead	Kristy Watson
Drew Jones	Nikki Wilson
Pico Lam	Sammie Young
Jen Landman	
Summer Li	
Kristoff Maxey	

CALL TO ORDER Chair Anderson called the meeting to order at 6:04 p.m. The meeting was held in Tioga Hall, Room 505 at the Southwestern Oregon Community College Coos Bay campus at 1988 Newmark Ave., Coos Bay, Oregon. Due and proper meeting notice was provided.

AGENDA CHANGES The April 28, 2008 meeting minutes were moved from Consent Agenda to New Business and the Health Insurance Update under College Reports and the following items currently listed under New Business were postponed until the June 23, 2008 Board meeting:

- College Attorney
- Insurance Reserve
- Master Plan

STUDENT REPORTS ASSOCIATED STUDENT GOVERNMENT

ASG President, Megan Franko announced next year's officers:

- Drew Jones, President
- Justin Hollingshead, Vice President
- Anita Cary, Secretary
- DeMario Dorsey, Treasurer
- Mark Chittwood, Historian
- Nick Hook, Publicity
- Danielle Fisher, Clubs
- Nathan Andresen, Executive Assistant

Franko briefed the Board on the Spring Fest activities, which had the motto of "a week of fun without the hangover."

RESIDENT ASSISTANTS

Resident Director, Jeremy David Jones introduced the current and incoming Resident Assistants to the Board:

- | | |
|-------------------|-------------------|
| • Jimmy Billstine | • Rebecca Reese |
| • Jon Gaffney | • Andrew Roesener |
| • Noah Griffin | • Jason Troxel |
| • Juan Guitron | • Kris Valencia |
| • Eudoro Guizar | • Caitlyn Walker |
| • Pico Lam | • Kristy Watson |
| • Summer Li | • Nikki Wilson |
| • Kris Maxey | • Sammie Young |

**BOARD REPORTS/
INFORMATION**

IMPORTANT DATES/ITEMS

Discussion occurred on the following important dates that were highlighted, added or modified:

- 06/03/08, 6:00 p.m., Budget Committee Meeting – Tioga 505
- 06/04/08, 5:00 p.m., Possible Special Executive Session – Tioga 505 ***
- 06/05/08, 6:00 p.m., Foundation Dinner – OCCI
- 06/09/08, 5:00 p.m., Possible Special Executive Session – Tioga 505 ***
- 06/10/08, 5:00 p.m., Possible Special Executive Session – Tioga 505 ***
- 06/13/08, 4:00 p.m., GED Graduation – Hales Center

- 06/13/08, 7:00 p.m., Graduation – Hales Center
- 06/23/08, 5:00 p.m., Executive Session – Tioga 505
- 06/23/08, 6:00 p.m., Regular Meeting – Tioga 505
- 07/01/08, 12:00 p.m., Special Board Meeting – Conference Call
- 07/14-17/08, Hyejeon College President Lee’s Visit
- 07/15/08, TBA., Campus Reception and Board Dinner with Hyejeon President Lee - OCCI
- 10/17-19/08, Board Retreat – Gold Beach area ***
- 10/24-26/08, Board Retreat – Gold Beach area ***
- 10/31-11/02, Board Retreat – Gold Beach area ***

*** Dates under discussion.

Board Secretary, Deb Nicholls was asked to research alternate Retreat locations for 10/03-5 and 10/10-12. President Hansen stated that the dates and location availability information would be emailed to Board members for future discussion.

**BOARD REPORTS
CONT'D**

BOARD OPERATIONS

Numbered Board Policies

Copies of a proposed policy numbering scheme were included in the meeting materials. Discussion occurred and amendments were made. Harry Abel requested that the Board add a section on how changes are made to Board Policies and suggested that their previous request on OSBA’s policy services be completed. Nicholls clarified that on 04/28/08 the Board requested that Gould research OSBA’s policy services and report back to the Board.

M05/08-3

Marcia Jensen’s motion to *“approve the Board Policies, as amended”* was seconded by Cherie Mitchell. Upon call for the vote, the **MOTION PASSED.**

Ethics Reporting

College Attorney, Roger Gould briefed the Board on the new Ethics laws. He added that many of the new reporting requirements affected community college presidents, but not board or budget committee members. He stated that gifts valued at under \$50 did not have to be reported and clarified that Board Members did not have to be concerned with gifts from the College as he interpreted the law to pertain to “gifts from someone that has a legislative interest.” Discussion occurred on conflicts of interest.

Open Meetings Act

Gould briefed the Board on the Open Meetings Act. He clarified that all committees and subcommittees appointed by the Board needed to have their meetings posted publically. Meeting notice is also required when a group of Board members meet for the purpose of making a recommendation to the entire Board and for meetings for groups that are “appointed by the Board” to make recommendations to the full Board.

If the purpose of a meeting is to make a decision or to make recommendations to the Board then a meeting notice should be disseminated. Agenda setting meetings are not considered to be for making a recommendation and therefore, do not require meeting notice.

Gould stated that the Court of Appeals deemed that meetings of a portion of the governing body (less than a quorum) that was not making recommendation to the governing body did not fall under the public meeting law and therefore, did not need to be published.

Nicholls requested clarification from Gould on whether Dean Scott's meetings with the student government, held at the request of the Board, in which the outcome was a recommendation on tuition and fees needed posted. Gould stated that since they were not a group "appointed by the Board" the meeting did not need posted.

OCCA REPORT

Mitchell and Rick Howell reported on the issues discussed at the recent OCCA Board meeting.

The following documents were distributed:

- OCCA Strategic Plan Implementation 2008
- OCCA Memorandum from Karen Smith, General Counsel re: Association Ethics Rules
- Draft Policy Statement on 40/40/20
- OCCA Memorandum from Connie Lee, President re: Executive Committee Nominations

It was noted that the College had to decide by June 30 on whether or not to join OEBB and that Howell was selected to the OCCA Executive Committee as an "at large" board member for 2008-2009.

COLLEGE REPORTS RECENTLY TENURED FACULTY

Interim Instructional Leader, Bruce Locker introduced the following faculty members:

- Anthony Collins, ESL Instructor
- Trevor Hoppe, Health and Physical Education/Men's Basketball Coach
- Renee Menkens, Nursing Instructor

TITLE III UPDATE

Dean of Resource Development, Brenda Brecke and Title III Activities Director, Katie Paulson conducted a short PowerPoint presentation on the Title III Teaching and Learning Center.

STUDENT SUPPORT SERVICES

Director of Student Support Services (SSS), Tim Dailey briefed the Board on the SSS program, which is the college version of TRIO. Copies of the presentation materials were distributed.

COLLEGE SAFETY AND SECURITY

City of Coos Bay Business Manager, Chuck Freeman read and distributed his correspondence, requesting that the Board agree to enter into an impartial third party declaration of the issue at hand by utilizing the services of an arbitrator. Copies of Coos Bay Police Chief, Rodger Craddock's information packets, distributed at a previous meeting, were included in the meeting materials. Craddock briefed the Board on the information. He mentioned that the two entities could not return to the reserve officer status due to liability reasons.

Mayor Jeff McKeown indicated that the goal of the City and the College was the same – to provide a safe environment for the students and for the area around the College. He mentioned possible grant funding and stated that the strongest message he wanted to give was the need to work on the solution together, attempting to solve it in a collaborative way.

Chair Anderson noted that the information had been forwarded to the College attorney and therefore, the Board could not address the issue any further. He reiterated that the Board had one employee – the College President and that the Board did not negotiate contracts; the administration handles that function.

Gould stated that the Board has the statutory responsibility and legal ability to make policy as it relates to all individuals' conduct on campus and that they have the ability to decide the Intergovernmental Agreement they want to enter into. He advised the Board that they may want to inquire as to why the issue became a problem now when it was not in the past, adding that there was no statutory requirement that the Board "must" do as the City has requested.

Howell asked Chief Craddock if the Coos Bay Police Department would still respond to incidents on campus. Craddock stated that his officers would respond at the direction of the City Manager and Mayor, but that response may not be timely. Craddock added that trust was misplaced on behalf of the City with the College as incidents were found not to have been reported in the past.

It was clarified that Administrative Services reports incidents for inclusion in the Cleary Report. Gould added that College incidents were still not subject to all State laws. Gould advised the Board that they have the ability to set policy on any issue that affects the campus.

Marcia Jensen stated that, given the situations that have occurred across the nation, the Board would be derelict in their duty if they were not hyper vigilant and understood that both entities were under budgetary constraints.

Chair Anderson stated that he would like to direct the President and her staff to work with the City to come up with different proposals. He also suggested that alternative funding be researched. This issue will be revisited in June.

Discussion occurred on the timing of negotiations with the City. President Hansen noted that the College had competent Public Safety personnel and that she had full confidence in the College staff.

Mayor McKeown suggested that the joint committee, which included some of the Board members, continue working with the City staff on this issue. It was clarified that public meeting notices were required for these meetings.

BUDGET DOCUMENT FORMAT

Business Manager, Ron Olson briefed the Board on the new Budget document format being used. Samples of the new format were distributed. It was clarified that differences of \$1,000 +/- would be included in the materials.

STRATEGIC PLAN UPDATE

Copies of the revised 2007-2010 Strategic Plan with progress as of May 7, 2008 were included in the meeting materials. Hansen briefed the Board on the revised Plan.

Copies of the revised 2008-2011 Strategic Plan revised on May 16, 2008 were distributed. Hansen briefed the Board on the revised Plan.

FINANCIAL REPORT

Olson reported on the financial reports that were distributed. It was noted that an announcement about processing end-of-year expenditures had been disseminated to the campus through the Administrative Services office and that administration was hoping to come close to the budgeted \$800,000 carry over.

NEW BUSINESS

MARKETING MATERIALS

Copies of the resolution to be considered were included in the meeting materials. Discussion occurred on a modification in the wording of the resolution.

M05/08-4

Marcia Jensen’s motion to *“accept the bid of \$105, 237.65 from Shelton Turnbull of Eugene for production of the 2009-10 College marketing publications, as amended”* was seconded by David Bridgham. Upon call for the vote, the **MOTION PASSED.**

MEETING MINUTES

Discussion occurred regarding modifications.

M05/08-5

Chair Anderson’s motion to *“approve the April 28, 2008 meeting minutes, as amended”* was seconded by Marcia Jensen. Upon call for the vote, the **MOTION PASSED.**

PUBLIC COMMENT

Student Support Services Director, Tim Dailey commented on the discussions about the City and the police presence on campus, noting that more police on campus would not reduce crime on campus. He suggested that more funds be put into prevention for counseling, etc. to assist students in their daily activities.

Student, Andrew Roesener commented in response to the national events that have occurred asking if the College thought that the current public safety personnel were capable of addressing those issues.

Retired faculty member and former Board member, Clara Radcliffe commented on the dollar amount that the City was requesting the College to pay for police presence.

Brecke thanked the Board and staff for her 20 years at the College and for their support. Brecke is retiring in June.

EX-OFFICIO REPORTS

FOUNDATION

Hansen noted that the Foundation had not met since the last Board meeting, noting that invitations Had been mailed for the Annual Foundation Meeting, Thursday, June 5.

CLASSIFIED UNION

Classified President, Wayne Chandler reported on the activities of the Union, adding that negotiations would begin soon on two items – insurance and steps. He again requested that he be involved in the discussions with the City and the College re: public safety.

FACULTY UNION

Dailey reported on the activities of the Union, adding that negotiations would continue on May 27 and that they were looking at issues of instructional structure (section leaders and their role).

EXEMPT

Exempt representative, Sharon Smith reported that the Exempt Task Force was continuing with their work on position classifications and that the group was seeking a new representative.

**INFORMATION/
ADMINISTRATIVE
REPORTS**

UNIT REPORTS

Administrative Services

Copies of the report were included in the meeting materials. Vice President Meyer highlighted the regional track meet recently held at our new facilities and the collaborative efforts with the Boys and Girls Club on the use of the tennis courts for possible future tennis team use.

Adult Learning Skills

Copies of the report were included in the meeting materials.

Communications

Copies of the report were distributed.

Foundation

Copies of the report were included in the meeting materials.

Human Resources

Copies of the Hiring Matrix were included in the meeting materials. Copies of the department report were distributed.

Instructional Services

Copies of the report were included in the meeting materials. Interim Instructional Leader, Bruce Locker highlighted the OCCI program.

Integrated Technology Services (ITS)

Copies of the report were distributed at the meeting. Director of Integrated Technologies, Kat Flores highlighted the Employee Recognition Banquet stating that two of the ITS employees received awards (Classified and MASSC Employees of the Year).

Resource Development

Copies of the report were included in the meeting materials. Brecke highlighted the recently received Clusters Grant.

Student Services

Copies of the report were included in the meeting materials. Dean of Students, Patty Scott briefed the Board on the Farr Family Community Award that will be presented at the Annual Student Awards Convocation on May 21, 3:00 p.m. in the Hales Center. The late Len Farr was on the Board from '72-'80.

Workforce Development

Copies of the report were included in the meeting materials.

ADJOURNMENT

Chair Anderson adjourned the meeting at 8:30 p.m.

Respectfully submitted,

Lonny Anderson, Board Chair

Judith M.L. Hansen, Clerk

Deb Nicholls, Recording Secretary

REVISED

Exhibit # 10 A 6
Date June 23, 2008
Approved YES___ NO___
Motion # _____

**SOUTHWESTERN OREGON COMMUNITY COLLEGE
BOARD OF EDUCATION
SPECIAL EXECUTIVE SESSION**

June 4, 2008

Attendance:

Board Members/Staff -

Lonny Anderson (Board Chair)
Harry Abel
David Bridgham
Rick Howell
Marcia Jensen
Cherie Mitchell
Carol Oelke

College Staff -

Judith Hansen (President)
Rick Osborn

Guests -

Roger Gould
Alexander Rich

**CALL TO
ORDER**

Chair Anderson called the meeting to order at 5:00 p.m.

DISCUSSION

Members of the Board of Education met in Executive Session under ORS 192.660 (2) (i) Personnel. No action was taken by the Board during the Executive Session.

ADJOURNMENT

Chair Anderson adjourned the meeting at 8:20 p.m., took a short recess and went into an open Session at 8:25 p.m.

Respectfully submitted,

Lonny Anderson, Board Chair

Judith M. L. Hansen, Clerk

David Bridgham, Recorder

Exhibit # 10 A 7
Date June 23, 2008
Approved YES___ NO___
Motion # _____

**SOUTHWESTERN OREGON COMMUNITY COLLEGE
BOARD OF EDUCATION
SPECIAL OPEN SESSION**

June 4, 2008

Attendance:

Board Members/Staff -

Lonny Anderson (Board Chair)
Harry Abel
David Bridgham
Rick Howell
Marcia Jensen
Cherie Mitchell
Carol Oelke

College Staff -

Judith Hansen (President)
Rick Osborn

Guests -

Roger Gould
Alexander Rich

**CALL TO
ORDER**

Chair Anderson called the meeting to order at 8:25 p.m.

DISCUSSION

Rick Howell's motion to *hire a team of consultants to help facilitate a cohesive and positive college environment; that the team include such people as College administrators, human resources personnel, a board member, general consultant, and labor attorney whose charge it would be to work with the Board to define and specify the problems that are preventing the College from having a cohesive environment, gather information, listen to all individuals that want to be heard, make recommendations and conclusions, work with the Board to develop a plan for resolution and moving forward; and, for the Board Chair to send a letter to the College community informing them of the Board's intent* was seconded by David Bridgham. Discussion occurred on the letter to be drafted, the process for the Board's review of said letter, and a campus e-mail to be sent prior to the dissemination of said letter. Upon call for the vote, the ***MOTION PASSED*** unanimously.

ADJOURNMENT

Chair Anderson adjourned the meeting at 8:35 p.m.

Respectfully submitted,

Lonny Anderson, Board Chair

Judith M. L. Hansen, Clerk

David Bridgham, Recorder

Exhibit # 11 A
Date June 23, 2008
Approved YES___ NO___
Motion # _____

**Southwestern Oregon Community College District
Board of Education**

Prepared by: Dr. Sheldon Meyer, Vice President of Administrative Services

ACTION UNDER CONSIDERATION

Extend the appointment of the College Attorney in accordance with Board of Education General Procedures – Appointment of Consultants.

DISCUSSION / HISTORY

In March 2004, Roger Gould was awarded a two year appointment as College Attorney. Mr. Gould should have been appointed to a second two year appointment at the March 2006 Board of Education meeting; this deadline was missed, and in January 2007, the Board of Education appointed Roger Gould as the College Attorney for a second two-year term.

In March 2006, Procedure 2.018 *Appointment of Consultants* was revised to appoint consultants to a three year term followed by a two year term. Prior to this revision, a two year appointment was followed by a second two year appointment, which was succeeded by a one year extension. Because Roger Gould's first term was contracted during the previous version of Procedure 2.018, the 2-2-1 combination of terms is being followed for his contract.

Roger Gould is now eligible for a one year extension to begin on July 1, 2008.

OPTIONS / ANALYSIS

1. Extend the attorney's appointment for one year.
2. Direct administration to develop proposal criteria for a new College Attorney and advertise in *The World* and the *Daily Journal of Commerce* newspaper.

TIMING

Roger Gould's second two-year appointment will expire on June 30, 2008.

RECOMMENDATIONS

BE IT RESOLVED, that the Board of Education, Southwestern Oregon Community College, by resolution, extends Roger Gould's appointment as the College Attorney for one year.

BUDGET IMPACT

There is no budget impact for this decision. Funds have already been budgeted to pay the College Attorney for his work.

Exhibit # 11 B
Date June 23, 2008
Approved YES___ NO___
Motion # _____

**Southwestern Oregon Community College District
Board of Education**

Prepared by: Dr. Sheldon Meyer, Vice President of Administrative Services

ACTION UNDER CONSIDERATION

Oregon Local Budget Law provides that a local government may set up a Reserve Fund, a type of special revenue fund, to accumulate money for financing the cost of any service, project, property or equipment (ORS 294.525).

DISCUSSION / HISTORY

The Board of Education has established a Reserve Fund to accumulate funds for athletic insurance, fitness center requirements, vending reserve, equipment replacement, building repairs and remodel, and unanticipated major equipment replacement. The current balance of all accounts in the fund as of 5/08/2008 is \$386,382.

TIMING

At least every ten years after the establishment of a reserve fund, the governing body reviews the fund to decide if it should be continued or abolished.

RECOMMENDATIONS

BE IT RESOLVED, that the Board of Education, Southwestern Oregon Community College District, by resolution, approves the continuation of the Reserve Fund for the stated purposes.

BUDGET IMPACT

Funds are accumulated in the Reserve Fund and included in the budget for approval by the Board of Education.

Exhibit # 11 C
Date June 23, 2008
Approved YES___ NO___
Motion # _____

**Southwestern Oregon Community College District
Board of Education**

Prepared by: Judith Hansen, President

ACTION UNDER CONSIDERATION

Approve the College Master Plan as presented by Crow/Clay and Associates at the Master Planning Workshop on May 19, 2008.

DISCUSSION / HISTORY

The Board of Education chose Crow/Clay and Associates as the College Master Plan Architect following recommendations from the Master Planning Steering Committee and interviews with Architect applicants. Focus Groups, campus inventory and steering committee meetings held through 2007 and 2008 have resulted in a 16-year plan divided into four 4-year segments to complement state biennial funding processes. With approval of the Master Plan, response to prioritized district wide college needs can proceed.

TIMING

The Master Plan will provide sequenced guidance for physical plant and programming needs with available fiscal resources.

RECOMMENDATIONS

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District approves the College Master Plan as presented by Crow/Clay and Associates.

BUDGET IMPACT

The Foundation has pledge support for the Master Planning process. Pursuit of Master Plan recommendations will depend on available fiscal resources.

**Southwestern Oregon Community College District
Board of Education
Administrative Services Report**

Submitted by: Sheldon Meyer, Vice President of Administrative Services

The month of May initiated and finalized activity in Administrative Services to include:

Administrative Services

- Renewed Pepsi contract.
- Presented Gold Beach scholarship awards.
- Hosted Southern Region Track meet.
- Planned retirement party for Brenda Brecke.
- Worked with SAIF to set up injured worker with speech recognition software. Funds for this should be available from the Employer at Injury Program to reimburse for the software.

Physical Plant/Grounds

- Facilitated completion of Hammer throw and Javelin to track and field.
-
- Changed filters on HVACs campus wide
- Commenced preparing campus grounds for graduation.
- Set up for Employee Recognition Dinner.
- Made miscellaneous repairs to Umpqua Hall for Oregon Coast Community Action:
 - Replaced lights all over building
 - Installed safety tape on stairs
 - Repaired toilet in women's restroom
 - Repaired drywall
 - Repaired exit lights on 2nd floor

Bookstore

- Deadlines for summer and fall book orders were May 9th and May 30th. All orders for summer and fall that impact buy-back on June 11th are being processed.
- The student cap and gown order for SOCC, GED, and Eastern graduates arrived. The staff cap and gown order was also finalized and has been delivered.

Public Safety

- The candidates for the Public Safety Director position were interviewed June 6 and 9, 2008.

Business Office (detail attached)

Athletics

• **Softball**

Finished season with a 20-31 win-loss record. Three players were awarded all region status. Coach Megan Corriea was named Southern Region Coach of the year.

• **BASEBALL**

Finished season with a 4-43 win-loss record. Coach Esposito has already signed 8 players to letters of intent for next season.

- **TRACK & FIELD**

Twelve women and 20 men qualified to compete in the NWAACC Championships. Women finished 6th in NWAACC and Men finished 5th.

- Ernest Rickett, Sammie Young, Tyrell Ackers, Chris Ragland, Kasey Orr, and Franchesca Fraiser were named All-Americans.
- Kasey Orr was NWAACC High Jump Champion.
- Ernest Rickett was NWAACC 200 Meter Champion.
- Franchesca Fraiser set school record in the Steeplechase.
- Jasmine Scott set school record in the 100 Meter Hurdles.

- **GOLF**

Women finished 4th in the NWAACC and the men finished 3rd in the NWAACC. Justin Kadin, Sam Ayotte, Russell Moates, Jon Gaffney, Jessica Marcum, and Holly Ewing finished in the top 20 in the NWAACC Championships.

Mail & Print Services

- Handled 48,104 pieces of mail and parcels of which student mail consisted of 2,388. Pieces forwarded or returned totaled 542. Students received 149 packages.
- Processed 16,989 pieces of standard mail.
- Made 196,690 copies plus all the bindery services that were needed to complete each work order.
- Copiers served by MPS totaled 90,751.

Student Housing

- Preparations are underway for summer conferencing and maintenance activities. Housing will be hosting several programs this summer that include Elderhostel, Hyejeon, Upward Bound, NW DUG, and Oregon Team Volleyball. Housing scheduled three buildings (12 apartments) to be off line for painting, carpet and tile replacement, and general maintenance.
- Summer room reservations continue to be open for students to reserve rooms for summer term. As of May 30, we have received 109 new housing applications for fall term 2008. The same time frame in May of 2007 was 76; May of 2006 was 110. Current student housing reservations returning for fall are at 33, which is up about ten reservations from the same time the previous two years.

SOUTHWESTERN OREGON COMMUNITY COLLEGE
General Fund

Exhibit # 15 A 1

Statement of Budget and Actual Revenues and Expenditures
For the Month Ended May 31, 2008 (preliminary)

	CURRENT MONTH	ACTUAL YEAR TO DATE	ADJUSTED BUDGET	Variance Favorable (Unfavorable)	ACTUAL YTD % of BUDGET	1 YEAR PREVIOUS YTD %
FUND BALANCE (JULY 1, 2007)		809,989	800,000	9,989	101.2%	102.3%
<u>REVENUES:</u>						
State Support	0	8,940,321	8,766,500	173,821	102.0%	75.0%
Federal Support	3,516	27,387	25,000	2,387	109.5%	102.1%
Local Support (Taxes)	68,469	4,243,204	4,417,500	(174,296)	96.1%	96.7%
Tuition & Fees (Net of Waivers)	22,018	2,821,933	2,282,200	539,733	123.6%	109.2%
Interest Earnings	9,443	118,501	173,000	(54,500)	68.5%	147.7%
Other Income	3,579	186,946	1,124,600	(937,654)	16.6%	15.2%
Transfers In	0	0	0	0	0.0%	100.0%
TOTAL REVENUES	107,026	16,338,292	16,788,800	(450,508)	97.3%	82.6%
TOTAL RESOURCES AVAILABLE		17,148,282	17,588,800	(440,518)	97.5%	83.4%
<u>EXPENDITURES:</u>						
Personnel Services & Benefits	1,113,949	10,662,356	12,493,716	1,831,360	85.3%	84.2%
Materials & Services (Net of Waivers)	274,906	3,275,803	3,748,984	473,181	87.4%	86.4%
Capital Outlay	0	30,964	46,100	15,136	67.2%	15.2%
Transfers Out	0	0	0	0	0.0%	0.0%
Contingency			500,000	500,000	0.0%	0.0%
TOTAL EXPENDITURES	1,388,855	13,969,123	16,788,800	2,819,677	83.2%	81.0%
FUND BALANCE End of Month		3,179,159	800,000	2,379,159		

SOUTHWESTERN OREGON COMMUNITY COLLEGE
Balance Sheet and Statement of Revenues and Expenditures
Year-to-Date as of May 31, 2008 (preliminary)

6/18/2008

	General Fund	Auxiliary Fund	Financial Aid Fund	Special Projects Fund	Insurance Reserve Fund	Plant Fund	Debt Service Fund	Internal Service Fund	Enterprise Fund	Trust and Agency Fund	TOTALS
** ASSETS **											
Cash and Investments	2,499,622.54	(78,064.62)	117,224.73	(111,768.69)	429,982.13	1,150,799.70	(178,694.31)	27,792.81	(406,502.90)	116,754.35	3,567,145.74
Accounts Receivable	2,019,982.99	0.00	0.00	158,988.83	0.00	22,501.30	0.00	0.00	44,315.17	0.00	2,245,788.29
Prepaid Expenses	37,080.00	0.00	0.00	0.00	0.00	0.00	3,800.00	0.00	193,584.52	0.00	234,464.52
Inventory	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	161,113.62	0.00	161,113.62
Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,260,702.03	0.00	16,260,702.03
Interfund Loans	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Assets	4,556,685.53	(78,064.62)	117,224.73	47,220.14	429,982.13	1,173,301.00	(174,894.31)	27,792.81	16,253,212.44	116,754.35	22,469,214.20
** LIABILITIES AND FUND BALANCE **											
Liabilities:											
A/P Payroll/Withholdings	468,642.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	468,642.35
Accounts Payable	319,044.98	0.00	2,000.00	0.00	0.00	0.00	0.00	7,971.41	45,644.76	0.00	374,661.15
Deposits Held in Custody	2,547.14	0.00	217,044.05	0.00	0.00	0.00	0.00	0.00	126,573.16	0.00	346,164.35
Deferred Revenue	587,292.34	0.00	0.00	29,973.66	0.00	0.00	0.00	0.00	305,550.00	9,270.00	932,086.00
Bonds/Notes Payable	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,045,608.69	0.00	16,045,608.69
Reserves	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Liabilities	1,377,526.81	0.00	219,044.05	29,973.66	0.00	0.00	0.00	7,971.41	16,523,376.61	9,270.00	18,167,162.54
Fund Balance	3,179,158.72	(78,064.62)	(101,819.32)	17,246.48	429,982.13	1,173,301.00	(174,894.31)	19,821.40	(270,164.17)	107,484.35	4,302,051.66
Total Liabilities and Fund Balance	4,556,685.53	(78,064.62)	117,224.73	47,220.14	429,982.13	1,173,301.00	(174,894.31)	27,792.81	16,253,212.44	116,754.35	22,469,214.20
Revenues:											
State Support	8,940,321.39	0.00	492,932.00	220,197.46	0.00	0.00	0.00	0.00	0.00	0.00	9,653,450.85
Federal Support	27,387.46	0.00	2,049,672.34	2,417,124.06	0.00	0.00	0.00	0.00	0.00	0.00	4,494,183.86
Local Support (prop. tax)	4,243,203.75	0.00	0.00	324,034.66	0.00	0.00	0.00	0.00	0.00	0.00	4,567,238.41
Tuition and Fees (Net)	2,821,933.43	581,875.00	0.00	270,512.54	0.00	229,799.00	300,000.00	149,608.25	1,084,865.74	30,920.00	5,469,513.96
Other Income	305,446.10	5,000.93	1,469.26	563,185.00	79,262.66	303,809.29	687,454.77	355,970.62	3,310,735.31	128,469.64	5,740,803.58
Transfer from other funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Revenues	16,338,292.13	586,875.93	2,544,073.60	3,795,053.72	79,262.66	533,608.29	987,454.77	505,578.87	4,395,601.05	159,389.64	29,925,190.66
Expenditures:											
Personnel Services & Benefit	10,662,355.92	259,197.69	93,684.09	3,078,645.48	0.00	0.00	0.00	174,859.07	1,169,938.97	0.00	15,438,681.22
Materials and Services	3,275,802.78	405,742.86	2,554,208.83	1,347,453.37	2,250.38	242,911.13	0.00	286,018.44	2,457,791.25	148,967.76	10,721,146.80
Capital Outlay	30,964.17	0.00	0.00	68,996.00	0.00	1,080,982.03	0.00	0.00	1,358.89	0.00	1,182,301.09
Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	1,162,349.08	24,879.96	1,188,759.47	0.00	2,375,988.51
Depreciation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer to other funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	13,969,122.87	664,940.55	2,647,892.92	4,495,094.85	2,250.38	1,323,893.16	1,162,349.08	485,757.47	4,817,848.58	148,967.76	29,718,117.62
Revenues Over(Under) Exp.	2,369,169.26	(78,064.62)	(103,819.32)	(700,041.13)	77,012.28	(790,284.87)	(174,894.31)	19,821.40	(422,247.53)	10,421.88	207,073.04
Beginning Fund Balance	809,989.46	0.00	2,000.00	717,287.61	352,969.85	1,963,585.87	0.00	0.00	152,083.36	97,062.47	4,094,978.62
Ending Fund Balance	3,179,158.72	(78,064.62)	(101,819.32)	17,246.48	429,982.13	1,173,301.00	(174,894.31)	19,821.40	(270,164.17)	107,484.35	4,302,051.66

**Southwestern Oregon Community College District
Board of Education
Adult Learning Skills Program Report**

Submitted by: Hannah Abraham-Shea, Director of Adult Learning Skills Program

Student Success and Involvement

- The next Summit Graduation is June 24th, the 80th community, from 1:00 to 3:00 at the Armory in Coos Bay. All are welcome to attend.

Student Programming and Enrollment

- Forty-eight GED students earned SOCC tuition waivers, sixteen six-term waivers and thirty-two students earn one-term tuition waivers.
- Twenty-one students will participate in GED graduation on June 13, 2008
- The new Summit community, the 82nd, started April 28th. There are 17 GED students including 3 ABE students.
- General Population Graduation was held on April 28th, in the Shutter Creek Dinning Hall. 8 GP (General Population) students completed their GED's Spring term!

Community Collaborations and Faculty/Staff Effort Recognition

- Anthony Collins is involved with the Teaching and Learning Cohort Title III spring quarter.
- Jeannie Johnson has implemented the Structure of Intellect (SOI) program and trained six faculty to administer the test and units.
- Hannah Abraham-Shea attended the National Institute for Leadership Development in Eugene, OR May 19-23.
- Hannah Abraham-Shea participated in the Adult Content Standards Investigative Committee Spring term.
- Buz Fourmet is working with the State DOC and other prison education faculty to rework the current tutor training system for DOC.

Grant Awards and Updates

Upcoming Events

- Hyejeon College Summer Program students arrive June 27-July 26, 2008. Volunteers are still needed.
- Community College and Workforce Development (CCWD) Director's meeting July 23-25 in Lincoln City, Oregon.

Exhibit # 15 A 3
Date June 23, 2008

**Southwestern Oregon Community College District
Board of Education
Communications Report**

Submitted by: Rick Osborn, Director of Communications

- Submitted electronic copies of annual marketing materials for Southwestern Oregon Community College and Oregon Coast Culinary Institute to Shelton Turnbull in Eugene for printing.
- Developed sponsorship agreements and partnerships with Coos and Curry county fairs in order to insure strong College presence at both events.
- Continued work with OCCA Campus Action Team to implement legislative briefing sessions and strategize approaches to government relations as the next session of the State Legislature approaches.
- Worked on publicizing graduation announcements and festivities including general graduation lists to local, regional and national media outlets; publicizing events happening around graduation on campus; overseeing creation of Distinguished Alumni brochure; and announcing Valedictorian Stacey Nelson and Distinguished Alum Fran Worthen.

**Southwestern Oregon Community College District
Board of Education
Curry Report**

Submitted by: Jason Wood, Dean of Curry County

- There were 12 graduates in Curry County this spring – 11 associate degrees and 1 certificate. This does not include several students who moved to Coos Bay midway through the year. Additionally, we had 3 students complete their baccalaureate degrees while living here. These numbers are some of the highest we have had in Curry and are a tribute to the great work that has been done over the years by a dedicated staff and quality instructors.
- Our GED program in Curry County saw 26 students successfully complete the GED exams over the last year. Again, our records indicate this is a record number of completers. Instructors Kay Jones, Sandy Powell, and Francie MacCleod are serving their students well.
- We hosted Art Walk in Brookings on Saturday, June 14. Sara Broderick, Art Instructor, coordinated the event that showcased the artwork of students and instructors. The event was extremely well attended by the community.
- On June 12, roughly 15 instructors and staff participated in an instructional technology training workshop by Karen Matson, Katie Paulson, and Sandi Arbuckle. This represents initial efforts to maximize the use of recently funded technology updates in our classrooms and computer lab. Feedback from participants was very positive.
- Official numbers haven't been tallied, but we expect Curry FTE to have increased by roughly 25 this year alone.
- Marta Wozniak and Michelle Benoit completed the 2nd “live and in person” online training for Curry County students. We are seeing more students take online sections to supplement their schedules. This training is seen as valuable and students have been appreciative of the opportunity to learn how to navigate the online system prior to taking an actual class.
- Coordinating efforts are underway to ensure that employees of Pacific Wood Laminate have access to local courses that count towards an apprenticeship. We are working with the local school districts to provide access to welding trainings and have identified an instructor to teach Bearings and Drive Components. The apprenticeship program is important to place-bound employees and local employers.
- Rajeev Rambob, Executive Director of Area Health Education, visited our Brookings Campus. Several potential partnerships are being explored to enhance or expand our offerings in the medical fields.

**Southwestern Oregon Community College District
Board of Education
Foundation Report**

Submitted by: Marie Simonds, Foundation Executive Director

- Coordinated the Foundation Annual Dinner at the Oregon Culinary Institute. The Annual Meeting Dinner included food presentations from OCCI students and a vocal performance from the SOCC Chamber Choir and Vocal Jazz Ensemble. Maxine Smith was awarded the 2008 Laker of the Year award which was accepted by AAUW Curry County President and Smith's friend, Pat Nash.
- Planned Laker Club Alumni Association graduation barbeque in coordination with Student Support Services with over 300 attendees.
- The Laker Club selected Fran Worthen as the 2008 Distinguished Alumna.
- Foundation Board members presented scholarships at all in-district high schools for the College and Foundation.

Exhibit # 15 A 6
Date June 23, 2008

**Southwestern Oregon Community College District
Board of Education
Human Resources Unit Report**

Submitted by: Carole Howland, Director of Human Resources

- Northwest DUG (Datatel Users Group) will be at Southwestern in July. Human Resources staff will be presenting on various topics such as Contract Assignment, Sort Techniques and Group Termination and Rapid Rehire.
- 2008 Retirement Recognition
- Emeritus Status for 2008 Retirees

**SOUTHWESTERN OREGON COMMUNITY COLLEGE DISTRICT
 BOARD OF EDUCATION**

INFORMATION ONLY

Prepared by: Carole Howland, Human Resources Director

Information: College Hiring Update

NEW HIRES: The following staff members have been hired or moved since the last Board of Education meeting:	Faculty		MASSC		Classified	
	FT	PT	FT	PT	FT	PT
Valerie Martinez, Vice President of Instruction/Chief Instructional Officer			GF			
Aaron Nielsen, Business/Marketing Instructor-Tenure Track	GF					
Marie Simonds, Foundation Executive Director			EF/GF			
Tina Powers, Culinary Arts Instructor-Visiting	EF					
Kim Richardson, Office Assistant & Facilities Scheduler					GF	
Kristen Kreskey, OCCI Student Services Representative					GF	
Craig Anderson, English Language Institute Instructor-Tenure Track	SP					
Mark Stueve, Adult Learning Skills (JOBS) Instructor-Visiting	SP					
Karina Smith, Coordinator of Student Life & Events			GF			

Information: College Recruiting Update

OPEN POSITIONS: The College is currently in the screening or interviewing process for the following positions:	Faculty		MASSC		Classified	
	FT	PT	FT	PT	FT	PT
Vice President Administrative Services/Chief Fiscal Officer			GF			
Resource Development Director			SP			
Accounting/Business Instructor-Tenure Track	GF					
Equipment & Supplies Attendant						GF
Director of Public Safety			GF			
Director of Nursing and Allied Health			GF			
Resident Hall Director			EF			
EMT-Paramedic Instructor	GF					
(Anticipated opening) Fire Science/EMS Instructor	GF					

KEY: GF=General Fund *SP=Special Projects AF=Auxiliary Fund *EF=Enterprise Fund
 *Contingent on funding

**Southwestern Oregon Community College District Board of Education
Office of Instruction Report**

Submitted by: Bruce Locker, Instructional Leader

Student Success and Involvement

- Colleen Keen and Cecelia Lyon, both graduates last spring with an AAS in Human Services from Southwestern and now employed with Southern Oregon Adolescent Study and Treatment Center, presented to current Human Service students on the topic of “Case Management and Skills Training with Children and Families”.
- As a term project, students from CS225 – End User Support taught by Diana Schab assisted Dan Neal in the first Southwestern Oregon Track Meet. Students reviewed hardware and software acquisition, installed and configured equipment, learned multiple software packages, and manned the photo finish timing table for the first ever Southwestern track meet. The term project culminated in the development of a user manual and instructional videos. Students also conducted a hardware training session for Dan Neal and community members involved in local track meets.

Community Collaborations and Faculty/Staff Effort Recognition

- The Human Service students took a field trip in May to the North Bend Library for an informational session with Director Gary Sharp on “Researching Grants”.
- The Family Center would like to thank the following individuals for participating as a “Community Reader” in the Educare classroom: Laurie Potts, Monie Frost, Judy McMakin, Cathy Meier, Judith Hansen, Jocelyn Hamner, Hannah Abraham-Shay
- The Southwestern Oregon Community College Family Center hosted a Spring Tea event – complete with decorated hats, tea and biscuits – for Family Center parents on May 23 in the Educare classroom. The students also presented a play called “Hungry Caterpillar Project.” They worked hard growing caterpillars, making cocoons, researching the lives of butterflies and creating props and costumes for the production.

- Chris Williamson and David Fedukowski attended the Spring StRUT (Students Recycling Used Technology) Conference in The Dalles, Oregon on May 9, 2008. Mr. Williamson presented a workshop on how to install a LAMP (Linux, Apache, MySQL, PHP) server and use it for instructional purposes in the classroom to teach basic SQL database management and PHP server side programming. The workshop was well received with over 15 participants in each of the two sessions. Mr. Williamson and Mr. Fedukowski disposed of approximately one ton of used computer hardware from the college for recycle. Mr. Fedukowski brought back 10 Pentium 4 tower computers to replace outdated hardware for the Computer Technician Theory classes. He also brought back 4 IBM T40 engineering laptops for use in the Wireless Networking class. Mr. Williamson brought back 7 Dell Pentium 4 desktop computers to replace outdated hardware for the Cisco Networking Academy program. StRUT is an organization made up primarily of K-12 schools and community colleges. It is sponsored by Intel Corporation, Oregon Health Sciences University, and Google among others. Southwestern's participation in StRUT benefits the college as a destination for outdated computer hardware, a source of newer technology for our technical programs, and an opportunity to create a positive image for the college state wide.
- Paul Reynolds completed an 8 hour training session at the DPSST Academy in Salem on May 17. This was a train-the-trainer handoff for a nationwide initiative titled: Everyone Goes Home – Firefighter Life Safety Initiatives. This program's goal is to reduce firefighter line of duty deaths (approximately 110/year) by 10% over the next 10 years. After completing follow-up training here, Paul will be approved to offer this course regionally, across the state and nationwide. He will start out locally by incorporating the safety initiatives in our fire/EMT curriculum, then work on presentations along the south coast.
- The Mathematics and Engineering/Physics clusters completed (1) specification of their benchmarks for the CAAP test, and (2) formulation of strategies to enhance their instructional efforts toward achievement of those benchmarks.

Academic Program Updates and Educational Partnerships

- Nilda Dovale, OCCI Chef Instructor, visited North Valley High School last month. Their foods instructor, Mrs. Alves, was welcoming and helpful during Nilda's four presentations. The students were great and very attentive. This was the first time Nilda had done the high school visits and she enjoyed it. Mrs. Alves has already had Tom Roberts and Shawn Hanlin visit their school and is a big supporter of OCCI.
- This year, as part of the CIS pathways activities, Diana Schab administered almost ninety CS101 and CS120 challenge exams to high school students. Though grading is not complete for the last set of exams, many high school students are expected to earn college credit through the tests.

Upcoming Events

- OCCI is getting ready for the summer camp "Cookin up a Storm" and reservations are falling into place. We are doing a Pacific Rim theme for the classes and extending the camp by one day this year. This is part of the OCCI recruiting effort lead by Chef Dovale.

**Southwestern Oregon Community College
Board of Education
Integrated Technology and Research Report**

Prepared by: Kat Flores, Director of Integrated Technology Services

Instructional Research – Robin Bunnell:

- Attended the CCWD (Community College Workforce Development) Steering Committee meeting in Salem on May 2nd
- CAAP (Collegiate Assessment of Academic Proficiency) administration – May 21st-June 6th
- Prepared for Title III – Teaching and Learning Innovations Site Visit – analyzed data used to support the achievement of identified objectives
- Analyzed CAAP data for Student Learning Outcomes – CAAP Achievement to Programs and courses
- Provided support to faculty completing the CAAP Benchmarks
- Respond to HelpBox and ad-hoc data requests

Instructional Technology – Karen Matson:

- Preparing summer online courses
- Preparing agenda for fall term in-service
- Preparing training for summer for new LMS (learning management system)
- Becoming an ANGEL expert (new learning management system)

Systems, Security, and Telecommunication – Rocky Lavoie:

- Encryption installed for Colleague UIWEB – PCI compliance (Payment card industry)
- Encryption installed for Colleague Desktop UI – PCI compliance
- Server 2008 operating system installed
- Server 2008 Hyper V virtual server in production
- SharePoint – Active Campus software installed on production server farm
- Emergency notification Voicemail group set up. Documentation to Public Safety
- Virtual PC terminals installed in test lab
- Network equipment monitoring enabled for switches
- Network fiber connection complete for Community Action tenants in Umpqua Hall

Colleague Programming, Training and Support – Cari Friesen and Dawn Richardson:

- Continued planning for NWDUG (Northwest Datatel Users Group) Conference July 13-16 on campus
- Continued work on AAI (Applications Admissions Interface) – in testing phase
- Finished work on EDI encryption (Electronic Data Interface) for official electronic transcripts

- Continued work on Instant Enrollment (new Datatel module) for community education and KDS online registration
- Financial Aid programming updates for new year
- Employee Recognition Banquet planning
- Setup documents for text messaging Campus emergency alerts
- Reconfigured and tested registration rules
- Applied Software Updates to keep the Colleague system up to date

Web Systems – Pat Davidson:

- New Service-Learning website
- New CORE (College of Remarkable Employees) website
- Training for CMS (Content Management System) content editors on the website
- Attended WebVisions Conference in Portland
- Began Department Procedures website
- Began English Language Institute and International Students Program websites restructuring
- All new and redesigned websites have been added to the CMS (content management system)

**Southwestern Oregon Community College District
Board of Education
Resource Development Office Report**

Submitted by: Brenda Brecke, Dean of Resource Development

- Capital construction projects were submitted to Department of Community Colleges and Workforce Development for Health and Science Technology Building and for the Renovation of Umpqua Hall for the Student Services Center. The proposed solution to meeting needs for the health and sciences careers is the construction of a new 40,000 square foot Health and Sciences Technology Building that will include appropriate laboratory, classroom, and ancillary spaces to accommodate increased capacity for our allied health and science programming. The Health and Sciences Technology Building will enable Southwestern to increase the pipeline of a qualified workforce in the areas of nursing, allied health, sciences and technologies. The second project will be to create a newly renovated Student Service building which will house student support services and create a comprehensive and integrated access to services. After student services are moved into the renovated Umpqua Hall, the cramped college bookstore will be expanded. The vacated offices in Dellwood Hall will be used for desperately needed office space for business services and campus security.
- Opportunity for Healthcare Education Program Development grant was submitted to Department of Community Colleges and Workforce Development. Southwestern purposes to develop a distance-delivered Basic Nursing Assistant (BNA) course. Southwestern will deliver the online lecture portion of the course, while the web-enhanced clinical portion of the course will be distributed to our partner community colleges. We are requesting \$32,302 to support this collaborative and innovative venture.
- Community College Caregiver Training Initiative grant was submitted to MetLife Foundation to develop curriculum that was identified as critical gaps in caregiver training by Oregon DHS Seniors & People with Disabilities. The modularized curriculum would be delivered locally and statewide in coordination with Oregon's Home Care Commission. The project includes a "train the trainers" component and scholarships for low-income family caregivers. The grant request was for \$24,761.
- Southwestern submitted a letter of intent to Meyer Memorial Trust for a capital construction request to support the Curry campus construction. The foundation will review request and if interested will request a full proposal from Southwestern. The request for \$400,000 is the first in a series of requests to foundations who have been identified as potential sources of support.
- Robin Bunnell will be serving as the interim Title III Director with the retirement of Brenda Brecke June 30, 2008.

**Southwestern Oregon Community College District
Board of Education
Student Services and Enrollment Management Report**

Submitted by: Patty Scott, Dean of Students

Trio-Student Support Services

- Five Student Support Services members earned certificates or degrees this academic year at the end of fall or winter term, and an additional twenty-four members applied for graduation. These students and other SSS members who plan to transfer to a four-year school next year were honored at the End-of-Year Party at the OCCI on the afternoon of Friday, June 13. This year the SSS party was held in conjunction with a celebration for **all** Southwestern graduates and was co-sponsored by the Laker Club.

Pathways and Perkins

- Sophomore college placement testing has been completed at Coquille and Reedsport high schools. Theresia Lans, and Margallee James were on the testing team.
- The Margallee James met at Umpqua Community College with Career Pathways Coordinators from Lane, Umpqua, Rogue and Klamath Community Colleges to provide career pathways information from southern Oregon to Mimi Maduro, Pathways Initiative Statewide Director and to look at possible opportunities for collaboration.

Service Learning

- Julia Rose worked with Pat Davidson to get the Service-Learning Program web-site and program materials on-line.
- Julia Rose placed students at Service-Learning sites and accompanied them for orientation.
- Julia Rose helped the Resident Assistants compile a Student Activities Survey, which will be used to improve student activities on campus. Questions include how far respondents live from campus, when they would like events scheduled, etc.
- Julia Rose conducted site visits to area organizations with RSVP Director Chris Coles in preparation for the Service-Learning Course to be offered fall 2008.
- Julia Rose assisted Community Education Director Mary Loiselle with Elderhostel activities.
- Julia Rose attended the Human Services Advisory Board Meeting on June 11.
- Julia Rose attended a VISTA training on June 19-20 in Eugene, OR. Topics included student leadership and grant writing.
- Julia Rose was host to ORCC VISTA leader Cynthia Harrison and Director Emily Gilliland for their annual site visit on June 25.

Educational Support Programs and Services (ESPS)

- Advisors met with 15 Bay Area Hospital employees to discuss college options on June 4.
- Late advising sessions were held on June 6th to catch students before departing for summer. ESPS, RR, Financial Aid & IT did the Student Housing Rapid Response Registration last Friday. Less than 15 registered, but we did it!

Recreation Center

- The Rec Center hosted people, food, music, awards, and fun at the Employee Recognition Banquet on May 17th.
- The Rec Center will be moving to summer hours, starting June 16th, the facility will be closing at 9PM on Monday through Thursday and 7PM on Friday through Sunday. Basketball Open Gym will continue to be offered during Summer Term.
- Rec Center Supervisor Megan Corriea, also the College's softball coach, was named Coach of the Year for our region.

Community Education & Events Director

- Community Education & Events welcomes Kim Richards to the department as the new Office Assistant and Facilities Scheduler. She will replace Bertha Tessman who is retiring in June after 11 years at Southwestern.
- Gearing up for this summer's Elderhostel visitors, Mary Loiselle attended a conference last week in Portland and our first summer intern, Dallas Carter, has arrived and is already hard at work preparing for one geology group and three intergenerational groups to visit Southwestern and our beautiful coastal communities.

Enrollment Management

- Shawn Liggett and Jennifer Skoglund of the Student First-Stop recently returned from an OrACRAO (Oregon Association of Collegiate Registrars and Admissions Officers) conference. The sessions were very interesting and informative. We heard about the new FERPA updates, have a full understanding of ATLAS and learned the do's and don'ts in writing procedures to name a few.
- High school registration went well. First-Stop staff participated in registration with every visiting high school
- 163 students walked at graduation on June 13 including 19 from the University Center. 252 students graduated.
- The Financial Aid department is gearing up for the start of 2008-2009 and preparing for their presentations at NWDUG hosted on Southwestern's campus this year. The department changed to a new loan processing system offered by their student loan guarantor, EdFund. This new software should allow smoother student loan transactions and better communications with lenders and students.

Student Activities and ASG

- Julia Rose and Patty Scott created and distributed a Club Advisor feedback survey.
- ASG hosted a luncheon for club advisors on June 2 to get feedback and plan for next year.
- ASG and Housing sponsored a sky-diving trip on May 25 and 26.
- State Rep. Arnie Roblan attended the ASG meeting on May 19 to educate students about the legislative process.
- Student Awards ceremony was held on May 21. Academic and Student Service awards were presented to many students.

Staff Development Opportunities

- Patty Scott attended the year end NWAACC commissioner meeting in Vancouver, WA – May 28-30.

FOR IMMEDIATE RELEASE:

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**Southwestern Awards First Annual Leonard C. Farr Community Service Award at
the 2008 Annual Student Awards Convocation!**

Award and Scholarship Recipients are listed

COOS BAY, Oregon (June 3, 2008)- The Southwestern Oregon Community College 2008 Annual Student Awards Convocation was held May 21, 2008 at 3 p.m. in the Hales Center for the Performing Arts on the Coos Bay campus.

Judith Hansen, President of Southwestern, delivered the welcome message to attendees, and Bruce Locker, Instructional Leader and Business professor, emceed the ceremony. Foundation Director Marie Simonds presented all scholarship awards.

Associate Professor and Director of Music Mike Turner and the SOCC Chamber Choir, under the direction of Ida Jo Gates, supplied musical entertainment prior to the ceremony, while Student Services provided refreshments for all attendees following the ceremony.

John Thomas, a Southwestern business student, received the first annual Leonard C. Farr Community Service Award. Leonard C. Farr was a prominent and active member of the community who passed away unexpectedly in April of this year. Thomas was nominated for the award by instructor Robin Bunnell, for his service in the community through one of her courses and on his own time. He is a member of the Young Bucs, a service group that performs at various venues around Coos County and donates the profits to Little Theater on the Bay. In addition, he performs independent of the Young Bucs at no cost for Senior Centers. Joyce Farr and her son Jay Farr were in attendance for the presentation of the award.



Recipients of awards and awards received include: Jessica Allen, Ginger Rogers Great Dancer Award/ Zachary Bennett, Associated Student Government Outstanding Student Director/ Samuel Benson, Outstanding Human Services Graduate/ Anthony Bixler, Outstanding Culinary Student/ Garrett Bogs, Excellence in Sociology/ Renee Browne, Student 1st Stop Excellence Award/ Amy Katrina Bryan, Southwestern Theater Award/ Adam Celoni, Outstanding Accounting Student/ Tyrel Dawley, Student 1st Stop Excellence Award and Sports Writer- Outstanding Performance/ Clif deRoss, Staff Writer- Outstanding Performance/ Meaghn Dimler, Award of Excellence in Geology/ Dustin Dow, Excellence in Sociology & Anthropology/ Ashley Eubank, Art Protégé Award/ Dalicia Fennell, Excellence in Sociology and Speech- Most Attentive Student/ Megan Franko, 2007-2008 Associated Student Government President/ Kathie Garnett, 1st Year Nursing Diplomacy Award/ Alecia Gatlin, Art Protégé Award and Southwestern Theater Award/ John Gazley, Student Support Services Award and Human Development- Most Positive & Most Helpful Award/ Katey Gerlach, 2nd Year Nursing Perseverance & Most Appreciative Student/ Levi Goodman, Southwestern Theater Award/ Amy Green, 1st Year Nursing Leadership Award/ Melissa Grimes, 2nd Year Nursing Leadership by Example Award/ Kelley Hamilton, 2nd Year Nursing Leadership by Example Award/ Nichole Hines, Student Ambassador Leadership Award/ Justin Hollingshead, 2007-2008 Associated Student Government Secretary/ Tina Horst, 2nd Year Nursing Leadership by Example Award/ Lori Johansson, 2nd Year Nursing Leadership by Example Award/ Andrew Jones, Associated Student Government Outstanding Student Director and Fred Astaire Great Dancer Award/ Jeffrey Keeley, Outstanding Student in Geology/ Sean Kelly, Outstanding 1st Year Student in Music/ Pico (Hau-Yan) Lam, Public Safety Award/ Jenny Landman, Excellence in Anthropology/ Kathleen Luce, Athletics- Cheri Robinson Award/ Heidi Mallatt, Excellence in History and Political Science/ Shawn March, 1st Year Nursing Academic and Clinical Excellence Award/ Justin McFadden, 2008 Outstanding CIS Student/ Nicholas McGuffin, Outstanding Culinary Student/ Thomas Moriarty, Excellence in Sociology & Anthropology/ Jennifer Muchmore, Sports Writer- Outstanding Performance/ Tara Neely, 2nd Year Leadership by Example Award/

Ashley Newcomer, Recreation Center Student Employee of the Year/ Fuyuka Otake, Childhood Education and Family Studies Student of the Year/ Elizabeth Palmer, Excellence in History & Political Science/ Cynthia Passmore, Excellence in Sociology/ Fernando Pedraza, Student Ambassador Leadership Award/ Justine Piper, Best WR 121 Student in On-line Classes/ Christopher Randolph, Outstanding Accounting Student/ Andy Reiss, Most Enthusiastic 1st Year CIS Student/ Annie Roman, Student Support Services Award/ Tasha Sawall, Excellence in History & Political Science/ Michael Scott, Associated Student Government Outstanding Student Director/ Vivian Scott, Disability Services for Students Award/ Ann Settle, Disability Services for Students Award/ Dominic Shreckengost, Outstanding Graduating Student in Music/ Brenda Siller, Outstanding Human Services Graduate/ Bill Slack, 2nd Year Nursing Leadership by Example Award/ Ryan Spencer, 2007-2008 Southwester Editor- Outstanding Performance/ John Sutton, 2007-2008 Associated Student Government Vice-President/ Lindsey Swing, Outstanding Accounting Student/ Jenny Tausch, 2nd Year Nursing Clinical Excellence Award/ John Thomas, Leonard C. Farr Community Service Award/ Samantha Thompson, Art- Distinguished Service Award/ Laura Vincent, Outstanding Accounting Student/ Christine Wade, Best WR 121 Student in Hybrid Classes/ Phil Walsh, Most Improved Student in Music/ Bobby Watkins, Athletics- Bill Holmes Award/ Colin Welch, Excellence in History & Political Science/ Sherri Winn, Award of Excellence in Geology/ Stacy Woytus, 2nd Year Nursing Leadership by Example Award.

Recipients of scholarships and scholarships received include: Collette Arellano, Maxine Smith Scholarship/ Billy Ashley, Floyd Ingram Scholarship/ Melissa Blamires, Floyd Ingram Scholarship/ Jennifer Brown, Stephens Family Scholarship/ Chelsee Carter, Southwestern Foundation General Scholarship/ Jessica Cliger, Floyd Ingram Scholarship/ David Dodgen, HS 375 Scholarship/ Lisa Ellefson, Stephens Family Scholarship/ Caitlyn Erickson, SW Scholarship Winter and Spring Terms/ Francesca Frasier, Locker Family Scholarship/ Tina Henthorne, Peter DeFazio Scholarship/ Savannah Hines, Yellow Cab Taxi, Coos Bay Scholarship/ Shaun Howell, Floyd Ingram Scholarship/ Nicole Keller, Yellow Cab Taxi, Coos Bay Scholarship/ Kathi King-Horne, Stephens Family Scholarship/ Justin Lindsey, Floyd Ingram Scholarship/ Bryan Looney, Floyd Ingram Scholarship/ Elizabeth McGrady, Floyd Ingram Scholarship/ Nicholas McGuffin, Smullin Scholarship/ Jimmie Owens, Floyd Ingram Scholarship/ Kimberly Paradis, Delta Kappa Gamma Scholarship/ Sarah Rask, Methane Energy Corporation Scholarship/ Dawn Rutledge, Burles Memorial Scholarship/ Melissa Sales, Sharon Barnett Memorial Scholarship/ Anna Settle, Floyd Ingram Scholarship/ Tammy Sobotka, Stephens Family Scholarship/ Chad Swanson, Floyd Ingram Scholarship/ Arnold Sylvester, Bezzerides Scholarship/ Jefri Valet, Sheryl Rosenbaum Scholarship/ Laura Vincent, Burles Memorial Scholarship.

**Southwestern Oregon Community College District
Board of Education
Workforce Development Report**

Submitted by: Arlene Soto, Workforce Development Executive Director and Business Development Center Director

- Workforce Development
 - All 3 students who completed the pilot truck driver training have passed their CDL and gotten job offers.
- Business Development Center
 - The Business Development Center provided Blueprint Reading to 25 American Bridge employees this spring. Ray Daniels developed and customized this training specifically for American Bridge, providing 16 hours of training from February 12 through April 1.
 - The Business Development Center provided non-profit representatives a week of comprehensive grant writing training in April. Eighteen individuals participated in 4 different workshops that covered both foundation and federal government grant writing.
 - A total of 24 people participated in the Supervisory Skills Series. This training encompassed 6 workshops – topics include an orientation to supervision, hiring practices, communication, managing employees and teams, and priority management.
 - The Business Development Center continues to offer weekly how to start a business classes.
 - Meeting was held June 6th with Coos Bay mayor, city manager and economic development director to talk about retail business needs in Coos Bay and how the BDC can assist the remaining businesses.