“Southwestern Oregon Community College supports student achievement by providing access to lifelong learning and community engagement in a sustainable manner”
AGENDAS with Estimated Timelines—

1. WORK SESSION 5:15 p.m.
2. CALL SESSION TO ORDER 5:30 p.m.
3. RECESS INTO EXECUTIVE SESSION 5:30 p.m.

Pursuant to:
ORS 192.660 (2) (d) Labor Negotiations
ORS 192.660 (2) (e) Property
ORS 192.660 (2) (h) Legal Rights
ORS 192.660 (2) (i) Personnel

4. RECONVENE INTO OPEN SESSION (immediately following Executive Session) 6:00 p.m.
5. AGENDA CHANGES
6. INTRODUCTIONS/INTERVIEWS
   A. Employees, Exhibit # 7 A
      New to College
      • Emerald Brunett, Director of Facilities Services
      • Duane LaFavers, Mail and Print Services Supervisor
      • Kristoff Maxey, Resident Hall Director
      • Selena Kelly, Assistant to the Dean of Students and Student Services
      • Randy Torres, Culinary Arts Instructor
      • Gail Simonds, Forestry Instructor
      New to Position
      • Jemiah Wassman, Admissions/Recruitment Coordinator
      • Kyle Croy, Coordinator of Student Life and Events

7. BOARD DEVELOPMENT
   A. Presentations
      1) Road Scholar Program
   B. OCCA Report, Exhibit # 7 B

8. BOARD REPORTS/INFORMATION
   A. Important Dates/Items
      • 10/27/14, 5:30 p.m., Meeting, Tioga Hall 505
      • 11/24/14, 5:30 p.m., Meeting, Tioga Hall 505
      • 12/08/14, 5:30 p.m., Work Sessions, Tioga Hall 505
      • 01/26/15, 5:30 p.m., Meeting, Tioga Hall 505
      • 02/23/15, 5:30 p.m., Meeting, Tioga Hall 505
      • 03/23/15, 5:30 p.m., Meeting, Tioga Hall 505
      • 04/27/15, 5:30 p.m., Meeting, Tioga Hall 505
      • 05/11/15, 5:30 p.m., Budget Committee Meeting, Tioga Hall 505
      • 05/18/15, 5:30 p.m., Meeting, Tioga Hall 505
      • 06/01/15, 5:30 p.m., 2nd Budget Committee Meeting (if needed), Tioga Hall 505
      • 06/22/15, 5:30 p.m. Meeting, Tioga Hall 505
      • 07/27/15, TBD, Meeting, Brookings
B. Board Operations
   1) 2014-15 Board Goals, Exhibit # 8 B 1

9. COLLEGE REPORTS
   A. President’s Report
   B. Financial Reports, Exhibit # 9 B
      Presenter: Kathy Dixon
      1) Statement of Revenue and Expenditures – All Funds, Exhibit # 9 B 1
      2) Statement of Revenue and Expenditures – General Fund, Exhibit # 9 B 2
      3) Enterprise Fund Categories, Exhibit # 9 B 3
      4) Enterprise Fund, Exhibit # 9 B 4

10. CONSENT AGENDA
    A. July 28, 2014 Meeting Minutes, Exhibit # 10 A
    B. September 5 and 6, 2014 Retreat Minutes, Exhibit # 10 B

11. OLD BUSINESS
    A. Board Policy Review – 1st Readings
       • 1010 – Vision, Mission, Values and Core Themes
       • 1011 – Governance
       • 1012 – Name of the College District
       • 1013 – College Name
       • 1014 – College Seal
       • 1016 – School Colors
       • 1017 – Name of Athletic Teams
       • 1020 – Equal Educational Opportunity
       • 1025 – Equal Employment Opportunity and Affirmative Action
    B. Achieving the Dream 2014, Exhibit # 11 B

12. PUBLIC COMMENT

13. NEW BUSINESS
    A. Classified Contract, Exhibit # 13 A

14. EX-OFFICIO WRITTEN REPORTS

15. UNIT WRITTEN REPORTS
    A. Executive Team Reports
       1) Student Services, Tim Dailey (See # 15 A 3)
       2) Administrative Services, Linda Kridelbaugh, Exhibit # 15 A 2
       3) Instructional Services, Ross Tomlin, Exhibit # 15 A 3
       4) Integrated Technology Services, Rocky Lavoie, Exhibit # 15 A 4
       5) Human Resources, Jan Baxter (See # 15 A 2)
          Human Resources Hiring Matrix, Exhibit # 15 A 5
       6) Curry Campus, Janet Pretti, Exhibit # 15 A 6
       7) Foundation, Elise Hamner, Exhibit # 15 A 7

16. CORRESPONDENCE/INFORMATION
    • Murphy Correspondence

Shaded Exhibit included in meeting materials

Board policy states that requests must be made by contacting the Clerk of the Board at least nine 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.

Southwestern Oregon Community College does not discriminate on the basis of race, color, gender, sexual orientation, marital status, religion, national origin, age, disability status, gender identity, or protected veterans in employment, education, or activities as set forth in compliance with federal and state statutes and regulations.
Emerald Brunett - Director of Facilities (Full – Time MASSC)

**Education:**
Construction Management & LEED Accreditation – University of California, Sacramento, CA

**Recent Work Experience:**
Professional Education Manager – 2010 - 2014, National College of Technical Instruction, Roseville, CA

Henry “Duane” LaFavers - Mail and Print Services Supervisor (Full – Time MASSC)

**Education:**
Bachelors in Psychology/Criminal Justice – Ball State University, Muncie, IN

**Recent Work Experience:**
Owner/Manager – 2010 - 2014, LaFavers Enterprises Inc/dba The UPS Store, North Bend, OR

Kristoff Maxey - Resident Hall Director (Full – Time MASSC)

**Education:**
Associates of Arts – Southwestern Oregon Community College, Coos Bay, OR
Bachelors in Political Science – Oregon State University, Corvallis, OR

**Recent Work Experience:**
Building Manager - 2013 - 2013, Fayetteville State University, Fayetteville, NC
Contractor Coordinator – 2012 – 2013, Union Corrugating, Fayetteville, NC
Community Advisor – 2008 – 2012, Southwestern Oregon Community College, Coos Bay, OR

Selena Kelly - Assistant to Dean of Students and Student Services (Part – Time Classified)

**Recent Work Experience:**
Tutor – 2002 - 2014, Simple Teaching, Coos Bay, OR
Customer Service Manager – 2013 – 2013, Cardinal Services, Coos Bay, OR
Fuel Station Manager – 2005 – 2010, Safeway, North Bend, OR
Education Assistant – 2002 – 2005, Barrett Business Services -Coquille Indian Tribe, Coos Bay, OR
Randy Torres - Culinary Arts Instructor (Visiting Faculty)
Education:
Vocational in Culinary Arts – Orange Coast College, Costa Mesa, CA
Associates in Culinary Arts – Southwestern Oregon Community College, Coos Bay, OR

Recent Work Experience:
Chef Instructor – 2010 - 2012, Southwestern Oregon Community College, Coos Bay, OR
Department Chair – 2005 – 2010, Professional Culinary Institute, Campbell, CA
Part Time Chef Instructor – 1999 – 2005, Orange Coast College, Costa Mesa, CA
Executive Chef – 1999 – 2005, Bear Creek Golf Club, Murrieta, CA

Gail Simonds - Forestry Instructor (Visiting Faculty)
Education:
Bachelors in Forestry – Michigan Technological University, Houghton, MI
Masters in Ministry – Methodist Theological School in Ohio, Delaware, OH
Doctorate in Soil Science – South Dakota State University, Brookings, SD

Recent Work Experience:
Adjunct Instructor – 2012 - 2014, Bay de Noc Community College, Escanaba, MI
SI Leader and Tutor – 2010 – 2012, Bay de Noc Community College, Escanaba, MI

New to Position:

Jemiah Wassman – Coordinator of Student Life and Events (Full – Time MASSC)
Education:
Associates, General Electives – Edmonds Community College, Lynwood, WA
Bachelors, Political Economy – University of Washington, Seattle, WA

Recent Work Experience:
Career Coach – 2013 - 2014, Southwestern Oregon Community College, Coos Bay, OR
Showing Agent – 2011 – 2012, Grand Management Services, Coos Bay, OR
Client Services Representative – 2010 – 2011, Yellowbook USA, Eugene, OR
Management Assistant – 2007 – 2010, Enterprise Rent-a-Car, Seattle, WA

Kyle Croy - Admissions/Recruitment Coordinator (Full – Time MASSC)
Education:
Associate of Arts – Southwestern Oregon Community College, Coos Bay, OR
Bachelors of Science in Communication – Southern Oregon University, Ashland, OR

Recent Work Experience:
Resident Director – 2008 - 2014, Southwestern Oregon Community College, Coos Bay, OR
September 2014

TO: Community College Boards
RE: Oregon Community College Association Update

1. Budget development for the next cycle and 40-40-20
   • The Higher Education Coordinating Commission has unveiled and endorsed a draft funding plan for 2015-17. This happened at the Aug. 14 meeting.
   • Community College support fund would be $519 million, up from $467 million
   • Of that sum, $30 million would be a continuation of “tuition buy down.” Because that money would be for tuition and not for program and operational support, the actual increase to pay for operations would be about 7-8% for the entire 2-year cycle.
   • The governor gave HECC an arbitrary 20% increase to work with, and HECC members signaled an interest in committing more to university and community college support funds. However…
   • The board said its highest priority is expanding affordability with more Opportunity Grants. That does not equate to additional access if institutions cannot expand capacity
   • The numbers now go to the governor for creation of the 2015-17 recommended budget

<table>
<thead>
<tr>
<th></th>
<th>2013-15</th>
<th>proposed</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>HECC operations</td>
<td>$2,733,879</td>
<td>$30,644,915</td>
<td>1020.9%</td>
</tr>
<tr>
<td>Degree Auth / private schools</td>
<td>$169,481</td>
<td>$234,089</td>
<td>38.1%</td>
</tr>
<tr>
<td>CCWD Operations</td>
<td>$14,043,191</td>
<td>$21,807,655</td>
<td>55.3%</td>
</tr>
<tr>
<td>CC Support Fund</td>
<td>$466,890,713</td>
<td>$519,000,000</td>
<td>11.2%</td>
</tr>
<tr>
<td>Oregon Youth Conservation Corps</td>
<td>0</td>
<td>$12,000,000</td>
<td>NEW</td>
</tr>
<tr>
<td>CC Debt service</td>
<td>$26,055,767</td>
<td>$49,110,726</td>
<td>88.5%</td>
</tr>
<tr>
<td>University Support Fund</td>
<td>$520,545,512</td>
<td>$594,000,000</td>
<td>14.1%</td>
</tr>
<tr>
<td>Ag Experiment Station</td>
<td>$55,175,282</td>
<td>$56,996,066</td>
<td>3.3%</td>
</tr>
<tr>
<td>Extension</td>
<td>$39,909,256</td>
<td>$41,226,540</td>
<td>3.3%</td>
</tr>
<tr>
<td>Forest lab</td>
<td>$6,070,772</td>
<td>$6,271,107</td>
<td>3.3%</td>
</tr>
<tr>
<td>Public University State Programs</td>
<td>$25,505,757</td>
<td>$10,596,516</td>
<td>-58.5%</td>
</tr>
<tr>
<td>Public university Debt service</td>
<td>$114,736,795</td>
<td>$162,033,060</td>
<td>41.2%</td>
</tr>
<tr>
<td>Sports Action Lottery</td>
<td>$8,000,000</td>
<td>$11,397,647</td>
<td>42.5%</td>
</tr>
<tr>
<td>OHSU Support Fund</td>
<td>$75,562,387</td>
<td>$77,332,846</td>
<td>2.3%</td>
</tr>
<tr>
<td>OHSU Bond Costs</td>
<td>0</td>
<td>$30,027,059</td>
<td>NEW</td>
</tr>
<tr>
<td>OSAC Office Operations</td>
<td>$2,099,524</td>
<td>$5,133,736</td>
<td>144.5%</td>
</tr>
<tr>
<td>OSAC Other programs</td>
<td>$920,442</td>
<td>$948,619</td>
<td>3.1%</td>
</tr>
<tr>
<td>Opportunity Grants</td>
<td>$113,752,963</td>
<td>$183,000,000</td>
<td>60.9%</td>
</tr>
<tr>
<td>ASPIRE</td>
<td>$1,579,814</td>
<td>$3,373,750</td>
<td>113.6%</td>
</tr>
</tbody>
</table>

HECC total $1,815,134,331

2. Partnership sealed with all Oregon community colleges and universities

- Letter signed by all 24 presidents
- Calls for a combined operating budget of $1.4 billion, with no less than $650 million for community colleges and $755 million for universities
- Distributed at Aug 14 meeting of the HECC
- Key message: “The Commission must consider the budget… in light of the Commission’s statutory charge to recommend the investments that are needed to achieve state post-secondary goals” ORS 351.735(3)(b)
- At $650 million for community colleges, would still be less than the 2007 per-student level, when adjusted for inflation.
- The letter is accessible online from this page: http://www.occa17.com/important-updates

3. New landscape: What the HECC is happening?

- HB 4018 task force is meeting and discussing recommendations about how to fold the CCWD into the Higher Education Coordinating Commission
- Presidents are meeting with the HECC director to convey concerns
- Decision needs to be made by community colleges whether to support the legislation in 2015

4. Adding new criteria to Financial Aid parameters and priorities

- The HECC has proposed revamping Opportunity Grants so that the additional tier of new dollars are targeted to needy students younger than 24 and would help ensure they are able to complete their first two years.
- We are asking community college boards to help us decide our collective position on this.
- The logic is that Oregon has a very poor rate of students moving from high school into post-secondary education, either at community colleges or universities. If more aid is available, would more of them choose education over lower-skill jobs?
- By setting a two-year goal, it would help move thousands of additional students to completion of associate and professional certification programs.
- However, by limiting the eligibility to young students, it would not help the universe of older nontraditional students that need significant resources to restart their education later, or to go back to school to upgrade their training. The average age at community colleges is 27.
- In addition, while we are fully supportive of helping more students afford higher education, there needs to be a corresponding increase in operations to ensure quality programs exist to educate and counsel students.

5. OCCA is adding staff and communications capacity

- The association has hired Elizabeth Cox Brand from the state office of community colleges to help community colleges better focus on student success and assessment, as the state is discussing shifting the funding calculus toward an “outcome-based” formula.
- In response to member requests, the association has hired a communications liaison (James Sinks) to help with media and strategic messaging, and keep us in the loop about what’s happening in Salem and systemwide. The communications post was vacant for 5 years.
<table>
<thead>
<tr>
<th>BOARD GOALS</th>
<th>2014-15</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Evaluate current status of deferred maintenance by completing a facilities tour and updating the status of existing buildings by December 1.</td>
<td></td>
</tr>
<tr>
<td>2. So that we can respond effectively, become knowledgeable about key issues including…</td>
<td></td>
</tr>
<tr>
<td>• OEIB, HECC, CCWD, Boards of Education and Higher Education, and their relationships and impact</td>
<td></td>
</tr>
<tr>
<td>• Cash flow in district and how it relates to state funding</td>
<td></td>
</tr>
<tr>
<td>• Achieving the Dream</td>
<td></td>
</tr>
<tr>
<td>• Vision for Community Enhancement Plan funding</td>
<td></td>
</tr>
<tr>
<td>3. Use the opportunity of the Curry County meeting to connect to the community there.</td>
<td></td>
</tr>
<tr>
<td>4. Manage the transition to new leadership of the legislative teleforums and be a visible presence at the forums.</td>
<td></td>
</tr>
<tr>
<td>5. Support the development of a plan for a matching funds campaign.</td>
<td></td>
</tr>
<tr>
<td>6. Review and revise board policies sections 1000 to 5000.</td>
<td></td>
</tr>
<tr>
<td>7. Work with Foundation Board to implement the college vision and goals.</td>
<td></td>
</tr>
</tbody>
</table>
Southwestern Oregon Community College

Financial Statements Narrative

**General Fund Statement of Budget and Revenue and Expenditures:**

State Support – Community College Support Fund revenues
Federal Support – Family Center USDA Food Program and Federal Financial Aid administrative allowance
Other Income - Child Care services, Student Recreation Center facility use, Curry books sales, sale of supplies, miscellaneous expense reimbursements

**Statement of Revenue and Expenditures – All Funds:**

**Special Projects Fund:** Tuition & Fees are primarily for Curry County Special Projects, Online BNA Program, High School Credit Recovery, Extended Learning, International Students, and the Korean Program. Other Income includes Family Center Program income, facility use, Achieving the Dream, and Foundation and miscellaneous expense reimbursements. Other Grant Income is primarily foundation grants.

**Plant Fund:** Expenditures for Coaledo heating repair, Curry facilities, Recreation Center field house & improvements, and many small repairs

**Enterprise Fund:** Tuition & fees – OCCI, Housing fees, and Conferencing revenue; Other Income – Student Housing, Dining Services, Bookstore revenue, Newmark rent

**Trust & Agency:** Tuition & Fees – online classes with other community colleges; Other Income – primarily student club fund raising.
Southwestern Oregon Community College  
Statement of Revenues and Expenditures  
For the Period Ending July 31, 2014  
PRELIMINARY

<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Financial Aid Fund</th>
<th>Special Projects Fund</th>
<th>Insurance Reserve Fund</th>
<th>Plant Fund</th>
<th>Debt Service Fund</th>
<th>Internal Service Fund</th>
<th>Enterprise Fund</th>
<th>Trust and Agency Fund</th>
<th>Totals</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fund Balance (July 1, 2014)</strong></td>
<td>$ 2,216,539.64</td>
<td>$ -</td>
<td>$ 614,279.51</td>
<td>$ 423,663.45</td>
<td>$ 69,571.36</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 1,563,461.76</td>
<td>$ 29,279.65</td>
<td>$ 4,916,795.37</td>
</tr>
<tr>
<td><strong>Revenues:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Support</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Support</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Support (Taxes)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition &amp; Fees (Net of Waivers)</td>
<td>16,923,336.96</td>
<td></td>
<td>90,258.05</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest Earnings</td>
<td>15,060.14</td>
<td></td>
<td>1.17</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$ 16,949,311.99</td>
<td>$ -</td>
<td>$ 247,304.96</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 3,956.75</td>
<td>$ 1,045,146.46</td>
<td>$ 968.00</td>
<td>$ 18,246,688.16</td>
<td></td>
</tr>
<tr>
<td><strong>Expenditures:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Personal Services</td>
<td>625,047.49</td>
<td>5,566.02</td>
<td>137,563.48</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payroll Taxes &amp; Benefits</td>
<td>325,383.55</td>
<td>102.72</td>
<td>53,008.37</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Materials &amp; Services (Net of Waivers)</td>
<td>249,078.04</td>
<td>464,746.00</td>
<td>10,002.71</td>
<td>7,400.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>-</td>
<td></td>
<td>-</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Debt Service:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principal</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest &amp; Administrative Fees</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transfers to Other Funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$ 1,199,509.08</td>
<td>$ 470,414.74</td>
<td>$ 200,574.56</td>
<td>$ -</td>
<td>$ 7,400.00</td>
<td>$ 9,549.81</td>
<td>$ 30,940.15</td>
<td>$ 338,857.29</td>
<td>$ 1,642.79</td>
<td>$ 2,258,888.42</td>
</tr>
<tr>
<td><strong>Revenues Over (Under) Expenditures:</strong></td>
<td>15,749,802.91</td>
<td>(470,414.74)</td>
<td>46,730.40</td>
<td>-</td>
<td>(7,400.00)</td>
<td>(9,549.81)</td>
<td>(26,983.40)</td>
<td>766,289.17</td>
<td>(674.79)</td>
<td>15,987,799.74</td>
</tr>
<tr>
<td><strong>Fund Balance (End of Month)</strong></td>
<td>$ 17,966,342.55</td>
<td>(470,414.74)</td>
<td>$ 661,009.91</td>
<td>$ 423,663.45</td>
<td>$ 62,171.36</td>
<td>(9,549.81)</td>
<td>(26,983.40)</td>
<td>2,269,750.93</td>
<td>$ 28,604.86</td>
<td>$ 20,904,595.11</td>
</tr>
</tbody>
</table>
Southwestern Oregon Community College
GENERAL FUND
Statement of Budget and Revenues and Expenditures
For the period ending July 31, 2014  PRELIMINARY

<table>
<thead>
<tr>
<th>Beginning Fund Balance (July 1, 2012)</th>
<th>Current Month</th>
<th>YTD</th>
<th>Adjusted Budget</th>
<th>Variance Favorable (Unfavorable)</th>
<th>Actual YTD % of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Designated (see Note 1)</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Undesignated</td>
<td>2,216,539.64</td>
<td>2,000,000.00</td>
<td>216,539.64</td>
<td>110.8%</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Revenues:</th>
<th>Current Month</th>
<th>YTD</th>
<th>Adjusted Budget</th>
<th>Variance Favorable (Unfavorable)</th>
<th>Actual YTD % of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Support</td>
<td>-</td>
<td>-</td>
<td>6,274,885</td>
<td>(6,274,885.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Federal Support</td>
<td>-</td>
<td>-</td>
<td>13,500</td>
<td>(13,500.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Local Support (Taxes)</td>
<td>-</td>
<td>-</td>
<td>5,284,483</td>
<td>(5,284,483.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Tuition &amp; Fees (Net of Waivers)</td>
<td>16,923,336.96</td>
<td>16,923,336.96</td>
<td>6,275,912</td>
<td>10,647,424.96</td>
<td>269.7%</td>
</tr>
<tr>
<td>Interest Earnings</td>
<td>15,060.14</td>
<td>15,060.14</td>
<td>28,000</td>
<td>(12,939.86)</td>
<td>53.8%</td>
</tr>
<tr>
<td>Other Income</td>
<td>10,914.89</td>
<td>10,914.89</td>
<td>512,670</td>
<td>(501,755.11)</td>
<td>2.1%</td>
</tr>
<tr>
<td>Loan Proceeds</td>
<td>-</td>
<td>-</td>
<td>4,860,000</td>
<td>(4,860,000.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td>Transfers from Other Funds</td>
<td>-</td>
<td>-</td>
<td>669,906</td>
<td>(669,906.00)</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>16,949,311.99</td>
<td>16,949,311.99</td>
<td>23,919,356</td>
<td>(6,970,044.01)</td>
<td>70.9%</td>
</tr>
<tr>
<td><strong>Total Resources Available</strong></td>
<td>19,165,851.63</td>
<td>25,919,356</td>
<td>(6,753,504.37)</td>
<td>73.9%</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenditures:</th>
<th>Current Month</th>
<th>YTD</th>
<th>Adjusted Budget</th>
<th>Variance Favorable (Unfavorable)</th>
<th>Actual YTD % of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel Services</td>
<td>625,047.49</td>
<td>625,047.49</td>
<td>9,170,167</td>
<td>8,545,119.51</td>
<td>6.8%</td>
</tr>
<tr>
<td>Payroll Taxes &amp; Benefits</td>
<td>325,383.55</td>
<td>325,383.55</td>
<td>4,468,790</td>
<td>4,143,406.45</td>
<td>7.3%</td>
</tr>
<tr>
<td>Materials &amp; Services (Net of Waivers)</td>
<td>249,078.04</td>
<td>249,078.04</td>
<td>3,534,912</td>
<td>3,285,833.96</td>
<td>7.0%</td>
</tr>
<tr>
<td>Capital Outlay</td>
<td>-</td>
<td>-</td>
<td>60,000</td>
<td>60,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Debt Service:</td>
<td></td>
<td>-</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Principal</td>
<td>-</td>
<td>-</td>
<td>4,860,000</td>
<td>4,860,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Administrative Fees &amp; Interest</td>
<td>-</td>
<td>-</td>
<td>35,000</td>
<td>35,000.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Transfer to Other Funds</td>
<td>-</td>
<td>-</td>
<td>1,970,487</td>
<td>1,970,487.00</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>1,199,509.08</td>
<td>1,199,509.08</td>
<td>24,099,356</td>
<td>22,899,846.92</td>
<td>5.0%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Revenues over (under) expenditures</th>
<th>Current Month</th>
<th>YTD</th>
<th>Adjusted Budget</th>
<th>Variance Favorable (Unfavorable)</th>
<th>Actual YTD % of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>15,749,802.91</td>
<td>15,749,802.91</td>
<td>24,099,356</td>
<td>22,899,846.92</td>
<td></td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>17,966,342.55</td>
<td>1,820,000</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Enterprise Fund

Bookstore:

Materials & Supplies – general supplies, postage & shipping, credit card fees, equipment under $5,000

Purchased Services – telephone, dues, fees, maintenance contracts, equipment maintenance, software maintenance

Newmark Operations:

Payroll – custodial & maintenance staff

Purchased Services – heat, lights, water, sewage, sanitation, pest control, other contracted services, insurance

Student Housing:

Tuition/Fees – activity fees, deposit fees forfeiture, other fees (key card replacement, property damage, citations, etc.)

Sales – vending

Materials & Supplies – general supplies, postage & shipping, credit card fees, equipment under $5,000

Purchased Services – resident assistants room & board, telephone, meeting expense, heat, lights, water, sewage, sanitation, cable TV, insurance, student meal plans, copier expense

Dining Services:

Sales – Housing food sales, public food sales

Miscellaneous revenue - catering revenue

Materials & Supplies – general supplies, postage & shipping, food costs, catering supplies, equipment < $5,000

Purchased Services – water, sewage, sanitation, routine restaurant maintenance services

Conferences Other:

Revenue – athletic camps, Upward Bound housing, Korean Project housing

Payroll – Service Learning coordinator, part time temp employees

Purchased Services – laundry services, meeting expense

Conferences Projects:

Revenue – Road Scholars (Elderhostel)

Payroll – Road Scholars presenters, part time temp employees

Purchased Services – laundry services, meeting expense

Internal Services – SWOCC bus, Motor Pool, vehicle rental, printing

Oregon Coast Culinary Institute:

Sales – sale of bakery items for fund raising, Chef’s Table & other food service

Miscellaneous Revenue – American Culinary Foundation, culinary camps

Materials & Supplies – food supplies, uniforms, paper products, promotional materials, postage, class supplies, linen services, equipment < $5,000

Travel – operational, recruitment, professional development

Purchased Services – advertising, dues & fees, natural gas, heat, lights, water, sewage, sanitation, insurance, linen service, routine restaurant maintenance services, special event expenses, printing

Materials for Resale – textbooks, knife sets

Internal Services – SWOCC bus, Motor Pool, vehicle rental, printing

Neighborhood Facility: Purchased Services – insurance, heat, lights, water
SOUTHWESTERN OREGON COMMUNITY COLLEGE

Enterprise Fund

For the Period Ending July 31   PRELIMINARY

<table>
<thead>
<tr>
<th>Bookstore</th>
<th>Newmark Center</th>
<th>Student Housing</th>
<th>Dining Services</th>
<th>Conferences Other</th>
<th>Conferences Projects</th>
<th>Oregon Coast Culinary</th>
<th>Neighborhood Facility Bldg</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition/Fees</td>
<td>$ -</td>
<td>$ -</td>
<td>$ 8,265.53</td>
<td>$ -</td>
<td>$ 525.00</td>
<td>$ 62,186.00</td>
<td>$ 390,750.00</td>
</tr>
<tr>
<td>Sales</td>
<td>30,193.30</td>
<td>-</td>
<td>-</td>
<td>6,921.23</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Interest</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Rent</td>
<td>-</td>
<td>-</td>
<td>545,097.00</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>653.00</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>555.40</td>
<td>-</td>
</tr>
<tr>
<td>Transfer from other funds</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>30,846.30</td>
<td>-</td>
<td>553,362.53</td>
<td>6,921.23</td>
<td>525.00</td>
<td>62,186.00</td>
<td>391,305.40</td>
</tr>
</tbody>
</table>

| **Expenditures:** | | | | | | | |
| Personal Services | 6,323.23 | 3,339.80 | 38,752.54 | 26,447.68 | 2,634.00 | 2,200.00 | 66,579.90 | - |
| Payroll costs/Benefits | 3,497.15 | 1,504.93 | 11,501.40 | 10,815.32 | 237.47 | 199.14 | 25,581.74 | - |
| Materials & Supplies | - | - | 2,251.34 | 4,287.49 | 1,350.99 | 1,350.99 | 15,442.62 | - |
| Travel | 193.26 | - | - | - | 6,695.55 | 6,695.55 | 1,650.00 | - |
| Purchased Services | - | 11,195.00 | 46,421.61 | 928.57 | - | 693.92 | 8,678.73 | 1,937.00 |
| Materials for Resale | 16,657.71 | - | - | - | - | 420.00 | 124.20 | - |
| Vehicle Rental & Internal Services | - | - | - | 33.00 | - | - | - | - |
| Repairs | - | - | - | - | - | - | - | - |
| Student Aid Grants | - | - | - | - | - | - | 4,261.00 | - |
| Bad Debt Expense | - | - | - | - | - | - | - | - |
| Repairs | - | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - | - |
| Interest Expense | - | - | - | - | - | - | - | - |
| Principal Payment | - | - | - | - | - | - | - | - |
| Debt Service Admin | - | - | - | - | - | - | - | - |
| Debt Issuance Amortization | - | - | - | - | - | - | - | - |
| Depreciation Expense | - | - | - | - | - | - | - | - |
| Transfers to other funds | - | - | - | - | - | - | - | - |
| **Total Expenditures** | 26,871.35 | 16,039.73 | 98,926.89 | 42,512.06 | 10,918.01 | 11,559.60 | 138,339.19 | 1,937.00 |

| **Revenues over (under) Expenditures** | 4,174.95 | (16,039.73) | 454,435.64 | (35,590.83) | (10,393.01) | 50,626.40 | 252,966.21 | (1,937.00) |

| **Beginning Fund Balance (July 1)** | $ 872,348.83 | $ 1,284,993.23 | $ 569,031.00 | $ 218,117.18 | $ 51,292.73 | $ 57,457.92 | (1,732,865.62) | $ 243,086.42 |
| **Ending Fund Balance (end of month)** | $ 876,523.78 | $ 1,268,953.50 | $ 1,023,466.64 | $ 182,526.35 | $ 40,899.72 | $ 108,084.39 | (1,479,899.41) | $ 241,149.42 |
SOUTHWESTERN OREGON COMMUNITY COLLEGE
BOARD OF EDUCATION
MEETING MINUTES

July 28, 2014

ATTENDANCE

Board of Education/Staff (Quorum Present)

Board of Education (quorum present)
Marcia Jensen (Chair) *
Harry Abel *
Susan Anderson * (conf ph)
Tim Bishop *
David Bridgham *

Judy May-Lopez *
Ken Messerle *

Staff/ExOfficios

Patty Scott (President) *
Jan Baxter *
Jaimee Belzer
Tim Dailey *
Bill Dean
Kathy Dixon
Elise Hamner
Cally Hayden
James Ingram
John Jenkin

Bernadette Kapocias
Rod Keller
Linda Kridelbaugh *
Rocky Lavoie *
Deb Nicholls *
Ron Olson
Janet Pretti *
Diana Schab
Ross Tomlin *

*Also present at Executive Session

CALL TO ORDER

Chair Marcia Jensen called the meeting to order at 5:30 p.m.

RECESS INTO EXECUTIVE SESSION

The Board recessed into Executive Session under ORS 192.660 (2) from 5:30 to 6:05 p.m.:

• (d) Labor Negotiations – The Board was updated on faculty arbitrations, negotiations and grievances.
• (e) Property – The Board received updates on various properties throughout the district.
• (h) Legal Rights – The Board was informed of the services needing proposals in 2015.

RECONVENED

Chair Jensen reconvened the open session at 6:10 p.m.

AGENDA CHANGES

The following changes were noted:

Agenda and Exhibits # 9 B and 12 B - Revised

ORGANIZATIONAL

ELECTION OF BOARD OFFICERS

Board Chair

M07/14-1
David Bridgham’s motion to nominate Marcia Jensen Board Chair was seconded by Tim Bishop. Jensen accepted. Upon call for the vote, the MOTION PASSED unanimously.

Board Vice-Chair

David Bridgham and Tim Bishop declined nominations for Board Vice-Chair.

M07/14-2
Tim Bishop’s motion to nominate Susan Anderson Board Vice-Chair was seconded by Ken Messerle. Anderson accepted. Upon call for the vote, the MOTION PASSED unanimously.
Clerk and Deputy Clerk of the Board, Custodian of Funds and Budget Officer, Exhibit # 5 A 3

M07/14-3

David Bridgham’s motion to appoint the College President (Dr. Patty Scott) as Clerk and the Vice President of Administrative Services (Linda Kridelbaugh) as Deputy Clerk of the College District; the College President and the Vice President of Administrative Services as the Custodians of Funds for the College District; and the President of the College as the Budget Officer for the College District was seconded by Susan Anderson. Upon call for the vote, the MOTION PASSED unanimously.

2014-15 Board Roster, Exhibit # 5 B
Copies of the roster were included in the meeting materials.

INTRODUCTIONS
NEW EMPLOYEES
The following employees were introduced to the Board:

New to College
- Cally Hayden, Student First Stop Center
- John Jenkin, Curry First Stop Center Rep
- Jaimee Belzer, University Center Programs Academic Advisor

New to Position
- William Dean, Lead Custodian
- Rebecca Otterback, Student Success Specialist (not in attendance)
- James Ingram, Lead Multimedia Technician

BOARD REPORTS/INFORMATION
IMPORTANT DATES
The Board reviewed upcoming events. President Patty Scott highlighted the September Board Retreat (09/05 and 09/06) and Board Meeting (09/15).

BOARD OPERATIONS
2014-15 Board Meeting Dates, Exhibit 7 B
Copies of the proposed 2014-15 meeting dates were included in the meeting materials. President Scott noted that the meeting held at the Curry Campus was tentatively moving to July and that it may be held on a different day of the week (not Monday) to coincide with Rotary, etc.

M07/14-4

Susan Anderson’s motion to approve the 2014-15 Board Meeting Dates, as presented, was seconded by Judy May-Lopez. Upon call for the vote, the MOTION PASSED unanimously.

Board Representatives/Committee Appointments
The following appointments were made:

- Board Policy Committee – Harry Abel, Marcia Jensen and Ken Messerle
- Finance Audit Committee – Harry Abel and Ken Messerle
- Legislative Teleforum – Former Board member Rick Howell will continue; Tim Bishop may possible take over
- OCCA – Marcia Jensen
- OCCA Alternate – Susan Anderson
- Foundation – Marcia Jensen
- President’s Evaluation Committee – Judy May-Lopez, David Bridgham and Susan Anderson
Strategic Plan Update
The link to the spring update was included in the meeting materials. The Board requested that it be on the September meeting agenda if there are questions.

COLLEGE REPORTS

PRESIDENT’S REPORT
President Patty Scott reported on the following:

Deferred Maintenance Ask - OCCA will do an “ask” for deferred maintenance. It was noted that a capital construction ask was not possible this legislative session. Colleges were asked to prioritize $3 million on a Priority 1 list and $2 million on a Priority 2 list.

Oregon Presidents Council Retreat – SWOCC will host this year’s retreat 08/03-08/06.

Other - Several new hires are coming to SWOCC, including eight new faculty. The Hyejeon students left last week. President Lee is encouraging President Scott to visit Korea. She’s tentatively planning a trip in October 2015.

FINANCIAL REPORTS, EXHIBITS # 8 B - 8 B 4
Copies of the reports were included in the meeting materials and Business Director Kathy Dixon briefed the Board. Dixon noted that the data was pulled on 07/15/14. The Board congratulated Ron Olson on his retirement and thanked him for his years of service to the College.

CONSENT AGENDA

CONSENT AGENDA, EXHIBIT # 9 A-C
Copies of the items were included in the meeting materials.

M07/14-5
Susan Anderson’s motion to approve the Consent Agenda, as amended, was seconded by David Bridgham. Upon call for the vote, the MOTION PASSED unanimously.

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District approved the meeting minutes dated June 23, 2014, Exhibit # 9 A.

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District authorized the payment in the amount of $26,230 to OCCA for the 2014-15 dues, Exhibit # 9 B.

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College District approves the payment in the amount of $36,000 to Insight Investment Exchange for the purchase of replacement PC’s for faculty and staff, Exhibit # 9 C.

OLD BUSINESS
None presented.

PUBLIC COMMENT
None were heard.

NEW BUSINESS

STENSLAND HVAC, EXHIBIT # 12 A
Copies of the resolution were included in the meeting materials and Vice President Linda Kridelbaugh briefed the Board. This project is subject to a 50% rebate from Energy Trust.

M07/14-6
Susan Anderson’s motion to approve a payment up to $35,000 to replace the heat pump for Stensland Hall, Bookstore area was seconded by Ken Messerle. Upon call for the vote, the MOTION PASSED unanimously.

PROSPER BOILER, EXHIBIT # 12 B
Copies of the revised resolution were distributed at the meeting and Vice President Kridelbaugh briefed the Board. Upgrades may allow the College to save up to $47,000/year in energy savings which means it will pay for itself in approximately 1.5 years. A $31,718 rebate is expected from the Energy Trust.
Susan Anderson’s motion to approve a payment up to $113,950 to replace the heat system in Prosper Hall was seconded by Harry Abel. Upon call for the vote, the MOTION PASSED unanimously.

EX-OFFICIO WRITTEN REPORTS

No written reports were submitted.

UNIT WRITTEN REPORTS

Copies of the written reports were included in the meeting materials. President Scott explained that the College was moving from TracDat to a new program (WEAVE) that should help with reporting.

CORRESPONDENCE/INFORMATION

None was included.

ADJOURNMENT

There being no further business, Chair Jensen adjourned the meeting at 6:50 p.m.

Respectfully submitted,

Marcia Jensen, Board Chair

Patty Scott, Clerk

Deb Nicholls, Recording Secretary
SOUTHWESTERN OREGON COMMUNITY COLLEGE
Board of Education
Retreat Meeting Minutes
September 5, 2014

ATTENDANCE
Board of Education (quorum present)
Marcia Jensen (Chair)
Harry Abel
Susan Anderson
Tim Bishop
David Bridgham
Judy May-Lopez
Ken Messerle
Deb Nicholls (Recording Secretary)

Staff
Patty Scott (President)
Jan Baxter
Tim Dailey
Kathy Dixon
Elise Hamner
Linda Kridelbaugh
Rocky Lavoie
Janet Pretti

Guest
Vicki Willis

CALL TO ORDER
Board of Education Chair Marcia Jensen called the meeting to order at 1:05 p.m. Members of the Board met in Empire Hall, Lakeview E. Due and proper public meeting notice was provided.

INTRODUCTIONS
Facilitator Vicki Willis was introduced and she provided an overview of the Retreat outcomes.
- Clarify roles and responsibilities
- Develop a set of guiding principles
- Evaluate goals and set new ones
- Assess current plan for monitoring goal progress
- Strengthen working relationships

ICE BREAKER
Copies of a document titled “Conversations” were distributed at the meeting that focused on the power of listening generously. A group exercise followed.

ROLES AND RESPONSIBILITIES
Copies of Board Policies # 2011 (Board Powers and Duties) and 2060 (Board Members’ Standards of Conduct) were distributed at the meeting.

It was noted that the 1000 and a portion of the 2000 sections of Board policies were scheduled for review in 2014/15.

Group items discussed:
- Expectations of myself and others as board members (Board Members)
- Expectations of board chair and vice chair (Leadership)
In preparation for finalizing a set of guiding principles, board members offered suggestions.

Copies of the Board’s 13-14 self-evaluation materials were distributed at the meeting. Discussion occurred. It was noted that the overall score had improved over the previous year’s.

Copies of the 13-14 Board Goals and progress were distributed and the following observations made:

- #1 – Achieved – the Board will revisit to determine if they continue with the meeting structure
- #2 – In-Process
- #3 - In-Process - but on schedule
- #4 – In-Process – ongoing, but could change from year to year
- #5 – In-Process – ongoing (Timm Slater and possibly Tim Bishop to team up)
- #6 – In-Process – ongoing review

Chair Jensen suggested modifications to next year’s Board’s self-evaluation, adding a section on Board Goals/Progress.

It was noted that “In-Process” items may actually be objectives – not goals and that maybe they should be accepted as Board objectives and then specific goals that can be accomplished during the year could be adopted.

President Patty Scott distributed copies of her 2014-15 tentative goals for review and discussion. She added that the next capital construction ask would be in 2017 and that the College’s project would be determined at a later date.

Possible work session/presentation ideas for Board development:
- Achieving the Dream
- Grants/scholarships
- Bargaining process (union agreements)
- Facilities tour and assessment
- HECC, OEIB, CCWD, SBE, SBHE
- Third Floor remodel (tour)

Copies of the Board’s previously adopted (09/16/13) 2014-15 Board Goals were distributed at the meeting and discussion occurred. Work will continue at tomorrow’s session.

RECESS

The Board recessed for the evening at 4:50 p.m.
SOUTHWESTERN OREGON COMMUNITY COLLEGE
Board of Education
Retreat Meeting Minutes
September 6, 2014

ATTENDANCE

Board of Education (quorum present)
Marcia Jensen (Chair)
Harry Abel
Susan Anderson
David Bridgham
Judy May-Lopez
Ken Messerle

Absent: Tim Bishop

Deb Nicholls (Recording Secretary)

Staff
Patty Scott (President)

Guest
Vicki Willis

CALL TO ORDER/RECONVENE
The Board reconvened the Retreat session and Board Chair Marcia Jensen called the meeting to order at 8:35 a.m. Members of the Board met in Empire Hall, Lakeview E. Due and proper public meeting notice was provided.

FINALIZING GUIDING PRINCIPLES
Copies of the ‘draft’ guiding principles developed during yesterday’s Retreat session were distributed and slight modifications were made.

GUIDING PRINCIPLES
We agree to hold ourselves accountable to the following guiding principles:
• We will…
  ➢ Regularly prepare for and attend board meetings
  ➢ Respectfully listen to all points of view
  ➢ Advocate for community colleges at all levels (local, state and federal)
  ➢ Participate actively in board development opportunities
  ➢ Handle disagreements openly and directly with those involved
  ➢ Keep all board members informed about issues under discussion

BOARD GOALS FOR 2014-15
Copies of the Board’s previously adopted 2014-15 Board goals were distributed at the meeting. Discussion occurred and modifications were made.

PROPOSED BOARD GOALS - revised 2014-15

1. Evaluate current status of deferred maintenance by completing a facilities tour and updating the status of existing buildings by December 1.

2. So that we can respond effectively, become knowledgeable about key issues including…
   • OEIB, HECC, CCWD, Boards of Education and Higher Education, and their relationships and impact
   • Cash flow in district and how it relates to state funding
   • Achieving the Dream
   • Vision for Community Enhancement Plan funding

3. Use the opportunity of the Curry County meeting to connect to the community there.

4. Manage the transition to new leadership of the legislative teleforums and be a visible presence at the forums.
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>5.</strong> Support the development of a plan for a matching funds campaign.</td>
<td></td>
</tr>
<tr>
<td><strong>6.</strong> Review and revise board policy sections 1000 to 5000.</td>
<td></td>
</tr>
<tr>
<td><strong>7.</strong> Work with Foundation Board to implement the college vision and goals.</td>
<td></td>
</tr>
</tbody>
</table>

**PLAN FOR MONITORING GOALS**
Quarterly – Topic will be placed on Board agendas to allow for review and discussion.

**NEXT STEPS**
Throughout the Retreat the following Next Steps were developed:

- Review and rethink board policies
  - Powers and duties (# 2011)
  - Separate standards of conduct from conflict of interest (# 2060)
  - Clarify where # 4 and # 9 belong (# 2060)
- Appoint a subcommittee to assess needs for knowledge and information among board members and how that should be delivered.

**ADJOURNMENT**
The Board adjourned the retreat session at 10:00 a.m.

Respectfully submitted,

Marcia Jensen, Board Chair
Patty Scott, Clerk

Deb Nicholls, Recording Secretary
BP: 1010

VISION, MISSION, VALUES and CORE THEMES

Southwestern Oregon Community College’s Board of Education will establish, through collaboration with administration, faculty, staff, students, and community input, a Vision and Mission Statement supported by identified core themes and values.

END OF POLICY

| DATE OF ADOPTION: 02/28/11 |
| DATE(S) OF REVISION(S): |
| DATE OF LAST REVIEW: |
GOVERNANCE

Statement of Philosophy
The Board will govern Southwestern Oregon Community College by defining policies, institutional values and developing strategies for the future.

END OF POLICY
BP: 1012

COLLEGE DISTRICT NAME

The official name of the College District is Southwestern Oregon Community College District.

History:

<table>
<thead>
<tr>
<th>Date</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/09/62</td>
<td>Southwestern Oregon Area Education District</td>
</tr>
<tr>
<td>12/14/71</td>
<td>Southwestern Oregon Community College District</td>
</tr>
</tbody>
</table>

END OF POLICY

Legal Reference(s):
ORS 341.005
ORS 341.041

Administrative Policies and Procedures:

Administrative Policies and Procedures: 1.000 (Retired 12/04/13)

DATE OF ADOPTION: 04/09/62
DATE(S) OF REVISION(S): 12/14/71, 11/25/13
DATE OF LAST REVIEW:
BP: 1013

COLLEGE NAME

The official name of the College is *Southwestern Oregon Community College*.

History:

<table>
<thead>
<tr>
<th>Date</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/01/61</td>
<td>South Western Oregon College</td>
</tr>
<tr>
<td>04/09/62</td>
<td>Southwestern Oregon College</td>
</tr>
<tr>
<td>06/14/65</td>
<td>Southwestern Oregon Community College</td>
</tr>
</tbody>
</table>

END OF POLICY

Administrative Policies and Procedures:

1.000 (Retired 12/04/13)

DATE OF ADOPTION: 04/09/62
DATE(S) OF REVISION(S): 06/14/65, 11/25/13
DATE OF LAST REVIEW: 06/14/65, 11/25/13
BP: 1014

COLLEGE SEAL

The official seal of Southwestern Oregon Community College is:

History:

1965

The official trademark of the Oregon Coast Culinary Institute (OCCI) is:

2000

The official trademark of the Southwestern Oregon Community College athletic teams is:

1997

END OF POLICY

Administrative Policies and Procedures:
1.000 (Retired 12/04/13)

Legal Reference(s):
ORS 341.290(2)

DATE OF ADOPTION: 10/11/65
DATE(S) OF REVISION(S): 1970, 11/25/13
DATE OF LAST REVIEW:
BP: 1016

SCHOOL COLORS

The official school colors are navy blue, red, and white.

END OF POLICY

Administrative Policies and Procedures:
1.000 (Retired 12/04/13)

DATE OF ADOPTION: 04/09/62
DATE(S) OF REVISION(S): 11/25/13
DATE OF LAST REVIEW:
BP: 1017

NAME OF ATHLETIC TEAMS

The official name of the College’s athletic teams are the Lakers.

END OF POLICY

Administrative Policies and Procedures:

1.000 (Retired 12/04/13)

DATE OF ADOPTION: 04/09/62
DATE(S) OF REVISION(S): 11/25/13
DATE OF LAST REVIEW:
BP: 1020

EQUAL EDUCATIONAL OPPORTUNITY

Statement of Philosophy
Because of the history of discrimination against certain groups who have been denied the benefits of equal opportunity in employment and education, valuable human resources have been lost in our nation. Such exclusion may not have occurred in the past practice of the College, yet it is incumbent on the institution and all those connected with it -- Board members, employees, and students -- to insure that such exclusion does not exist on this campus. We as an institution must work not only to educate ourselves and others on these issues, but also to implement an equal opportunity plan.

Statement Procedure
It is the policy of the College that no one shall be excluded from participation, denied benefits, or be subjected to discrimination or harassment in any activity of the College community because of race, religion, color, sex, national origin, political affiliation, marital status, parental status, veteran status, disability, age or sexual orientation. Equal educational opportunity includes: admission, recruitment, extra-curricular programs and activities, housing, facilities, access to course offerings, counseling and testing, financial assistance, employment, health and insurance services, and athletics.

The College is also committed to equal opportunities for persons with disabilities in compliance with federal regulations. Any complaints concerning equal opportunities in either education or employment shall be processed according to procedures outlined in the College’s Affirmative Action Plan. In order to ensure compliance with various state and federal laws, it will be the practice of the College to review each specific procedure on a regular basis, and no less frequently than each July 1.

The President will designate at least one employee to coordinate its efforts to comply with and carry out its responsibilities under Title IX. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. The name, address and telephone number will be provided to all students and employees.

The Board will adopt and the district will publish grievance procedures providing for prompt and equitable resolution of student and employee complaints under Title IX.

END OF POLICY

Legal Reference(s):
ORS 174.100  
ORS 192.630  
ORS 341.290(2)  
ORS 659.850  
ORS Chapter 659  
ORS 659A.003  
ORS 659A.006  
ORS 659A.030  
OAR 589-010-0100  
OAR 839-003-0000

Administrative Policies and Procedures:
1.006A-F  (retired on 01/09/13)

DATE OF ADOPTION: 02/28/11
DATE(S) OF REVISION(S):
DATE OF LAST REVIEW:
BP: 1025

EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION

It is the policy of the Board to provide equal employment opportunities to all qualified persons without regard to race, religion, color, sex, national origin, marital status, veteran status, disability, age, sexual orientation, gender identity or expression, or any other protected status or activity in accordance with applicable state and federal laws and regulations. The College will comply with all laws related to affirmative action and its employment practices. Employment decisions are based on the evaluation of an individual’s qualifications, ability, and contribution to the success of the College.

The President will appoint an employee to serve as the officer in charge of compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. The President will also designate a Title IX coordinator to comply with the requirements of Title IX of the Education Amendments of 1972. The Title IX coordinator will investigate complaints communicated to the district alleging noncompliance with Title IX. The name, address, and telephone number of the Title IX coordinator will be provided to all students and employees.

END OF POLICY

Legal Reference(s):
ORS 174.100
ORS 192.630
ORS 243.672
ORS 341.541
ORS 659.850
ORS 659.870
ORS 659A.003
ORS 659A.006
ORS 659A.009
ORS 659A.029
ORS 659A.030
ORS 659A.109
ORS 659A.142
ORS 659A.145
ORS 659A.233
ORS 659A.236
ORS 659A.309
ORS 659A.321
ORS 659A.409
ORS 659A.805
OAR 589-008-0010
OAR 839-003-0000
Executive Order 11256
41 CFR 60-2

Administrative Policies and Procedures:
1.006 and 1.006A-E (retired 01/09/13)

DATE OF ADOPTION: 02/28/11
DATE(S) OF REVISION(S): 07/23/12
DATE OF LAST REVIEW:
Southwestern Oregon Community College District
Board of Education

Prepared by: Patty Scott, President

ACTION UNDER CONSIDERATION
Approve the payment of $240,000 to Achieving the Dream (ATD) on behalf of the eight community colleges participating in the small-school consortium from Oregon.

HISTORY/DISCUSSION
ATD is the nation’s most comprehensive community college reform network that includes more than 150 colleges with the goal for more of the nation’s 6.7 million community college students, especially students of color and low-income students, to receive a college certificate or degree with marketplace value within the next decade.

Because of the Colleges’ unique geography, history of inter-college collaboration, and continuing budget constraints, the $75,000 per year fee normally charged has been reduced. As a result, services normally provided to single institutions will be shared:

- 36 days of data coaching in year one (12 visits)
- 30 days of leadership coaching in year one (nine visits)
- 12 days of data coaching in year two and again in year three (four visits per year)
- 12 days of leadership coaching in year two and again in year three (four visits per year)
- 16 registrations each year for the 2015 D.R.E.A.M. meetings (two per college)
- access for all eight colleges to all ATD data tools and services, communications and PR support, ATD research and policy briefs, and optional learning events
- opportunity for all eight colleges to become Leader Colleges which are eligible for various re-granting competitions and peer coaching opportunities.

TIMING
SWOCC has been asked by CCWD to serve as the fiscal agent for the small college consortium. The next payment to ATD is due by September 30, 2014. CCWD will reduce the quarterly CCSF payments for the colleges in the consortium and SWOCC will make the payment on behalf of the consortium.

BUDGET IMPACT
The College’s portion ($30,000) of the September 2014 payment is included in the FY15 budget approved by the Board on June 23, 2014. The remaining balance of $210,000 will be received from the Department of Community Colleges and Workforce Development and the following community colleges: Blue Mountain, Columbia Gorge, Klamath Falls, Oregon Coast, Tillamook Bay, Treasure Valley, and Umpqua.

RECOMMENDATION
BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College approves the payment of $240,000 to Achieving the Dream (ATD) on behalf of the eight community colleges participating in the small-school consortium from Oregon.
Southwestern Oregon Community College District  
Board of Education  

Prepared by: Linda Kridelbaugh, Vice President of Administrative Services  

Action Under Consideration  
Approve the tentative agreement for the Collective Bargaining Agreement renewal reached with the Classified Federation, Local 3972, on August 4, 2014 and ratified by the Federation on August 11, 2014.  

Discussion / History  
Tentative agreement was reached with the Classified Bargaining Team on August 4, 2014, following several bargaining sessions that started on April 2, 2014. Five articles in the current classified contract were opened for bargaining. The tentative agreement being recommended includes:  

Article 8 – Salaries:  
- Shifting from monthly average calculation to actual hours per month to calculate wages for each pay period  
- Modifying Appendix A – Wages  
  - Changing the step increases to 2.5% and 13 steps  
  - Adding two more steps to yield 15 steps  
  - Increasing each wage by 3%  
- For 2015-2016:  
  - Increase Appendix A by 0.5%  
  - Each employee receives one step increase  
- For 2016-2017:  
  - Increase Appendix A by 1.0%  
  - Each employee receives one step increase  
- Longevity Bonus: employees with 12 years of service and at the top step for more than three years, will receive a 1.5% stipend  

Article 10 – Job Vacancies  
- Change to: Probationary employees may fill vacancies only after all regular internal candidates have been thoroughly reviewed.  

Article 14 – Layoff and Recall  
- Advance notice of layoff changed to 45 calendar days for all regular employees and 30 days for special projects/grant employees.  
- Added trial period for employees in new positions as a result of layoff and/or recall  

Article 20 – Health and Welfare  
- College contribution is dependent on the annual insurance percentage increase. The College contribution will cover the first 7% increase, 50% of increases between 10% and 15%, and the Article will reopen if above 15%.  

Article 28 -- Duration  
- Agreement includes a three-year duration from July 1, 2014 through June 30, 2017.  

Additionally, a Memorandum of Understanding (MOU) to be signed by the President, to allow four one-hour meetings per year for a trial period of three years.
**Budget Impact**
The financial adjustments needed for wages and insurance for the 2014-2015 fiscal year are identified and encumbered in the 2014-2015 adopted budget.

**Timing**
The current contract expired June 30, 2014. Approval at the September 15, 2014 Board meeting will allow for the Classified staff to select their insurance plan using the new contribution amount to make the OEBB enrollment deadline.

**Recommendation**

BE IT RESOLVED, that the Board of Education of Southwestern Oregon Community College approves the tentative agreement reached with the Classified Bargaining Team on August 4, 2014, and ratified on August 11, 2014, by the Southwestern Oregon Community College Classified Federation, Local 3972 AFT, AFL-CIO.
Southwestern Oregon Community College District
Board of Education
Administrative Services Report

Submitted by: Linda Kridelbaugh, Vice President of Administrative Services

The Mission of Administrative Services:

- Provide effective fiscal management through responsible financial resources stewardship, ethical leadership, and responsive college-wide support.
- Maintain and provide a safe working, learning, and living physical environment.
- Provide college-wide operational support for staff and students.
- Provide human resources functions and professional development opportunities.
- Lead entrepreneurial endeavors by developing revenue streams to support financial independence.
- Promote and strengthen learning opportunities for students and staff through physical and social activities to foster lifelong wellness.

The months of July and August initiated and finalized activity in Administrative Services to include:

**CORE THEME: SUSTAINABILITY**

*Administrative Services*

- Attended College Council Team, Executive Team, Safety Committee, Institutional Managers, Foundation, Faculty Labor Management, Classified Labor Management, Budget Development, and Classification Committee meetings.
- Attended meeting regarding Indirect Cost for grants.
- Met with Architect on Health/Sciences building project.
- Worked on updating Deferred Maintenance list.
- Attended Seismic Grant meetings.
- Attended Tioga 3rd floor construction meetings.
- Attended Prosper Hall lighting project meeting.
- Completed Classified Federation negotiations.
- Completed campus inventory for auditors.
- Worked on Annual Campus Crime (Clery) Report to comply with new VAWA regulations; attended webinar.
- Submitted recommendations from five building inspections that were conducted by Southwestern employees. Submitted work orders to address compliance/safety issues from these inspections and followed up on safety items. For the August safety meeting, committee members performed worksite inspections of three buildings in lieu of an actual safety meeting (which is permitted by OSHA on a quarterly basis).
- Attended SAIF training “Unwind Your Organizational Stressors: Developing a Resilient Workforce”.
- Safe Colleges training modules were completed by 6 employees resulting in a total of 12 training sessions covering Bloodborne Pathogens, Personal Protective Equipment, and Supervisor’s Role in Safety.
- Updated Safety and Administrative Services webpages.
- Performed ergonomic evaluation for one employee.
- Continued work on Administrative Policies and Procedures. The following APP will be go to a first reading at the September meeting:

  - APP 6040 Independent Contractors
Dining Services
- The Meal Plan is currently operating Monday – Thursday for our student athletes, with normal service beginning at the end of the month.
- New Pepsi machines arrived at no cost to the College.

Bookstore
- Two new procedures are now being followed in the Bookstore to allow for better tracking of inventory and spending, profit and loss, and return on investments:
  - performing a text book inventory at the end of every term instead of just once a year;
  - making sure that everything that is purchased for resale including books, clothes, food, gifts and office supplies for the store are put on a purchase order and invoiced within the Bookstore software system (WinPrism) instead of just through Accounts Payable.
- Attended a roundtable summit in July at Reed College in Portland. This enabled Bookstore Manager Shawna Stephens to become acquainted with several other Bookstore personnel from other colleges that are using WinPrism at their locations. Some very useful tips and tricks were gleaned that will be implemented in the near future.
- In preparation for fall term, staff is busy stocking new clothing that is arriving, having the Bookstore freshly painted, and providing new and healthier food choices for students— not to mention the hundreds of textbooks ordered!

Human Resources
- See Hiring Matrix for update on positions hired and currently in the recruitment process.

Student Housing/Resident Life
- Summer maintenance projects have concluded and apartments are being prepared for move-in day September 26. Some of the projects include new tile and carpet in four apartments, all heaters and bathroom fans cleaned and replaced as needed, numerous apartments painted, patio fencing replaced, powerwashing all three story buildings including moss treatment, and water damage repair to Umpqua River.
- One Resident Director Position has been filled by Kristoff Maxey. Kristoff is a Southwestern graduate who worked as a student Resident Assistant. The second Resident Director (RD) position remains open and the hiring process is ongoing. We anticipate the position to be filled by the end of September. ACUHO summer intern Amanda Self is currently serving as interim RD during this search. The Resident Director position is an integral part of our living community at Southwestern. These two positions are professional live-in staff who work directly with the student Resident Assistants and residents in the community.
- Twelve Resident Assistants returned to campus for training on Tuesday September 2, 2014. The kick off training began with a four day team building retreat at Camp Myrtlewood and then transition into administrative, procedures, and programing training in anticipation student move-in day.
- New student housing applications for Fall as of September 1st are at 270. These are running higher than last year at this time which was 233 but similar to 2012 of 282. Returning residents for fall term are at 86 which are up from the past two years (2013 = 67 and 2012 = 55).

Facilities Services
- Continued work in progress on Tioga 3rd floor remodel
  - Painting is complete
  - Carpets are installed
- Installed gutters at Randolph Hall
- Omlid & Swinney replaced broken sprinkler heads in Empire Hall
- Cleaned out several offices
- Cleaned and waxed floors throughout campus
- Neighborhood Facility sheet rock and insulation completed
- Striped Facilities Services parking lot
- Continued work on Prosper Hall lighting project
- Met with Energy Trust of Oregon
Campus Security
- Currently working on annual Clery Act reporting process, which includes tracking additional statistics for VAWA amendments to the Clery Act.
- Scheduling annual joint training with the Housing Department staff. This annual training allows an opportunity for security and housing staff to train alongside each other in a number of realistic scenarios, similar to the types that may be encountered during the school year.

Business Office
(Please see attached financials)

CORE THEME: COMMUNITY ENGAGEMENT

Administrative Services
- Worked on Relief Nursery project/South Coast Family Harbor lease discussion for Neighborhood Facility.
Southwestern Oregon Community College District  
Board of Education  
Instructional and Student Services Report  

Submitted by: Ross Tomlin, Vice President of Instruction and Student Services  

CORE THEMES with OBJECTIVES:  

Learning and Achievement  
LA1: Students demonstrate progress  
LA2: Students complete certificates, degrees, and transfer  
  • Southwestern continues to work on accelerating developmental reading by streamlining our current four reading classes into two.  
  • An articulation signing ceremony was held at Southwestern on August 21 to officially activate the transfer agreement with Oregon State University (OSU) for our newly developed Forestry AS degree (emphasis). Southwestern students that enroll in Forestry degree starting this fall, who successfully complete the Forestry AS degree will be able to transfer into OSU in Forestry with a junior standing.  
LA3: Students demonstrate that they have met institutional learning outcomes  
  • Southwestern has been participating in the Multi-State Collaborative of Learning Outcomes (MSC). As one of nine colleges included in the group, Southwestern representatives will be assessing all writing assignments during two weeks in November. Our writing samples will feed into the MSC assessment.  

Access  
A1: Students access varied learning opportunities  
  • Southwestern has participated in the Oregon Statewide Developmental Education Redesign work group in making recommendations to the state legislators and Oregon community colleges. We plan to implement many of the recommendations at Southwestern.  
A2: Students access services that support learning  
A3: Students access relevant curricula that support lifelong learning and achievement  
  • Welding Instructors Tony LaPlante and Bryan Thurman attended a week-long Advanced Welding Educators Workshop in Cleveland, OH over the summer. This workshop was put on by Lincoln Electric Company to introduce welding instructors to intermediate and advanced level knowledge and skills needed by the welding industry. At the workshop, Tony and Bryan had hands on welding time working in groups on new welding methods so that they can be incorporated into Southwestern’s program curriculum in the upcoming year. Industry is in need of welders with intermediate skills, not introductory skills. Lincoln Electric provided free books to the educators and has asked them to work on a common curriculum so that skills being taught are consistent across the states. Another perk offered of the workshop was a great discounted rate for consumables that are used for educational purposes. Access to the Lincoln Electric Educators Portal was also provided which will allow Tony and Bryan to keep up to date on the industry needs.  
  • On August 5 - 6, Accrediting Bureau of Health Education Schools (ABHES) conducted a site visit to Southwestern as part of the application process for the Medical Assistant program to be accredited. ABHES is
the only agency recognized by the U.S. Department of Education as an institutional and specialized accreditor focusing on health care education. Nursing Director Susan Walker and Allied Health Faculty Jerri Bennett-Stillmaker hosted a team of three: an ABHES representative and two peer evaluators. The team reviewed curriculum and instruction, administration, and student support of our Medical Assistant AAS program. Southwestern’s application for ABHES accreditation will be reviewed by the ABHES Board later this year. Once accredited, program graduates will qualify to take the Certified Medical Assistant (CMA) exam.

Community Engagement

CE1: Southwestern serves our communities by providing quality training and business development to address the changing community workforce needs

CE2: Southwestern provides our community members access to a wide range of quality, lifelong learning activities
- The initial meeting of the Regional Achievement Collaborative (RAC) was held on campus on Sept. 10 and had over 50 community members and education professionals in attendance. The RAC meeting was organized by Southwestern Instructional Services with assistance from the OSU Open Campus representative. The meeting goals included developing a dialogue between all the people and professionals responsible for educating individuals in Coos and Curry counties from birth through college. A steering community will be formed from those that attended the first meeting so that a plan can be developed to increase educational collaboration between all institutions: pre-school and kindergarten programs, K-12 schools, volunteer education organizations and higher education. The Oregon Education Investment Board (OEIB) has encouraged the pilot creative of Regional Achievement Collaboratives around the state to support continuous improvement, decrease student gaps in education outcomes, share knowledge, and to increase collaboration over competition in education.

CE3: Our community members participate and contribute to the Foundation in support of the College

Sustainability

S1: Southwestern provides responsible fiscal management

S2: Southwestern builds and maintains a sustainable infrastructure of human, technology, and facility resources
- The Vice President of Instruction and Student Services and the Deans met August 20 on the Curry campus for a Deans Retreat to identify priorities for 2014-15. The group spent a productive day outlining goals for the new academic year and reviewing the progress made towards last year’s list of priorities. The emphasis for this year will be Assessment and three projects were identified as the most impacting for instruction/student services:
  2. Program Review and Program Viability
  3. Outcomes Assessment- Multi-State Collaborative

Additionally, the Deans Team outlined several projects that will require significant effort to move forward throughout 2014-15 including:
- More integration between Student Services and Academics
- New academic programs to consider developing: Sports Management, RailRoad training (NC), Truck Driving (NC), Physical Therapy Technician, Marine Mechanic, Port Security, Natural Resources, Drone Programming, BioMedical Technology,
- Determine focus for the Title III grant submission
- Participate in pilot project and expand our Credit for Prior Learning (CPL)
- Work towards streamlining processes in Student Services

Faculty will be asked to collaborate with the Deans on prioritizing these projects during the Division Meetings scheduled for the week of in-service.

Fall In-Service is planned for Sept. 22-27 with campus offices being closed on Monday, Sept. 22 to allow all staff to be present for new year information sharing, new employee introductions, and to participate in team building activities on this first day of in-service. The remainder of the week long in-service schedule will
include topics relevant to Faculty and Advisors and include faculty led trainings and panel discussions. Faculty will also be participating in New Student Orientation/Laker Welcome activities on Saturday, Sept. 27, providing incoming students a chance to familiarize themselves with the faculty on an individual level, outside of the classroom setting. The Fall In-Service schedule is attached for reference.

- Eight new full-time faculty members have been hired and will be starting this fall term:
  - Math, Tenure Track
  - Humanities/Writing Instructor, Tenure Track
  - Forestry/Natural Resources, Visiting
  - Early Childhood Ed/Family Studies, Tenure Track
  - Digital Design, Tenure Track
  - Nursing, Tenure Track
  - Criminal Justice, Tenure Track
  - Culinary Arts, Visiting

- In an effort to adequately acquaint new faculty with Southwestern departments, processes, and operations the Office of Instruction and Student Services is organizing an Orientation Session on Sept. 19 from 1 pm – 9 pm. This comprehensive orientation schedule will assist new full-time faculty in navigating the various functions in myLakerLink, provide information on advising responsibilities, highlight instructional information, and outline the current instructional initiatives on campus. Part-time faculty will be invited for the second portion of the Orientation event, which will provide specifics on FERPA, Textbook ordering, Student Code of Conduct and Incident Reporting, Faculty Evaluation Process and the process for Student Ratings of Instruction. Trainings will be offered during the final session that evening which will cover relevant topics for instruction, such as Generational Differences, Learning Centered Instruction, Effective Classroom Management, Outcomes Assessment, and Best Practices of Teaching.

S3: Southwestern delivers viable quality instruction
### Monday, September 22, 2014

**Campus Closed for All Staff In-Service**

<table>
<thead>
<tr>
<th>Time</th>
<th>Title</th>
<th>Presenter</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>7-8:30</td>
<td>Continental Breakfast</td>
<td>Laker Club/President’s Office</td>
<td>Hales Lobby</td>
</tr>
<tr>
<td>8:30-8:50</td>
<td>Welcome</td>
<td></td>
<td>Hales Lobby</td>
</tr>
<tr>
<td>8:50-10:15</td>
<td>Introductions, Years of Service, New Staff</td>
<td>President Patty Scott</td>
<td>Hales Center</td>
</tr>
<tr>
<td>10:15-10:30</td>
<td>Foundation Information</td>
<td>Elise Hamner</td>
<td>Hales Center</td>
</tr>
<tr>
<td>10:30-11</td>
<td>Break- Open House in <strong>Tioga</strong>, third floor tours</td>
<td>Open House</td>
<td>Tioga, Third Floor</td>
</tr>
<tr>
<td>11:15-11:30</td>
<td>ASG Brief</td>
<td>ASG President/Kyle Croy</td>
<td>Hales Center</td>
</tr>
<tr>
<td>11:15-11:30</td>
<td>Website Revamp</td>
<td>Patricia Davidson</td>
<td>Hales Center</td>
</tr>
<tr>
<td>11:30-12</td>
<td>Group Photo</td>
<td>Anne Matthews</td>
<td>Outside, in Quad</td>
</tr>
<tr>
<td>12-1</td>
<td>Staff Luncheon <em>(Down on the Farm BBQ)</em></td>
<td>OCCI</td>
<td></td>
</tr>
<tr>
<td>12:30-1</td>
<td>Open House Continues in <strong>Tioga</strong>, third floor tours</td>
<td>Open House</td>
<td>Tioga, Third Floor</td>
</tr>
<tr>
<td>1-5 pm</td>
<td>Exploring Team Skills</td>
<td>Sue Walden</td>
<td>Lakeview E, F, G</td>
</tr>
<tr>
<td>2:30-4:00</td>
<td>Open Enrollment (assistance provided if needed)</td>
<td></td>
<td>Lobby</td>
</tr>
</tbody>
</table>

### Tuesday, September 23, 2014

**All Faculty required to attend all day, others with supervisor approval**

<table>
<thead>
<tr>
<th>Time</th>
<th>Title</th>
<th>Presenter</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:15</td>
<td>Beverage Service</td>
<td>Foundation/President’s Office</td>
<td>Lakeview E</td>
</tr>
<tr>
<td>8:30-10:30</td>
<td>New Programs and Changes</td>
<td>Dailey, Schab, Keller</td>
<td>Lakeview E,F</td>
</tr>
<tr>
<td>10:30-10:45</td>
<td>Break</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:45-11:45</td>
<td>FERPA/Grading/Course Authorizations</td>
<td>Shawn Liggett</td>
<td>Stensland 203</td>
</tr>
<tr>
<td>11:45-12:45</td>
<td>Lunch on your own</td>
<td></td>
<td>Stensland 203</td>
</tr>
<tr>
<td>12:45-1:45</td>
<td>Financial Aid Updates</td>
<td>Avena Singh</td>
<td>Stensland 203</td>
</tr>
<tr>
<td>1:45 - 2</td>
<td>Textbook Adoption Information</td>
<td>Shawn Stephens</td>
<td>Stensland 203</td>
</tr>
<tr>
<td>2-5</td>
<td>Prep Time/Advising</td>
<td></td>
<td>Faculty Offices</td>
</tr>
</tbody>
</table>

### Wednesday, September 24, 2014

**All Faculty required to attend all day, others with supervisor approval. Advisors encouraged to attend Advising Topics.**

<table>
<thead>
<tr>
<th>Time</th>
<th>Degree Audit for Advisors</th>
<th>Presenter</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30-10:45</td>
<td>ADVISING TOPICS: For all Faculty and Advisors</td>
<td>Tim Dailey, Counseling, ESPS, Kyle Croy, Jeremy Jones</td>
<td>Lakeview E, F</td>
</tr>
<tr>
<td></td>
<td>Advising Training</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Degree Audit for Advisors</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Laker Welcome-New Logistics</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Maxient Reporting Overview</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:45-11</td>
<td>Break</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11-12</td>
<td>Outcomes, Assessments, and Measurements</td>
<td>Bernadette Kapocias</td>
<td>Lakeview E, F</td>
</tr>
<tr>
<td>12-1</td>
<td>Lunch on your own</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1:2:45</td>
<td>TEACHING TOPICS: Open Discussions for Faculty</td>
<td>Cheryl Davies, Anny Mueller, Bernadette Kapocias, Linda Stagg-Brown</td>
<td>Lakeview E, F</td>
</tr>
<tr>
<td></td>
<td>Discouraging Cheating, Proctoring Options</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>How People Learn</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Emotionally Informed Teaching</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Promoting Classroom Discussion</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Critical Thinking &amp; Engagement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2:45-3 pm</td>
<td>Break</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3-5</td>
<td>Faculty Senate</td>
<td></td>
<td>Tioga 505</td>
</tr>
</tbody>
</table>
Southwestern Oregon Community College In-Service Schedule 2014-15
Monday, Sept. 22-Saturday, Sept. 27, 2014

Thursday, September 25, 2014
All faculty required to be on campus

<table>
<thead>
<tr>
<th>Time</th>
<th>Title</th>
<th>Presenter</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30-10:45</td>
<td>ONLINE INSTRUCTION TOPICS</td>
<td>Karen Matson, Katherine Gryzenia, various faculty</td>
<td>Lakeview E, F</td>
</tr>
<tr>
<td></td>
<td>Online Courses Showcase (share your online tips)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>e-Learning functions and overview</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Test Analysis and Stats</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>BEST PRACTICES-Quality Matters Rubrics Checklist</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:45-11:00</td>
<td>Break</td>
<td></td>
<td></td>
</tr>
<tr>
<td>11-12</td>
<td>Using e-Learning shells for face-to-face classes</td>
<td>Karen Matson</td>
<td>Tioga 401</td>
</tr>
<tr>
<td></td>
<td>Existing e-Learning users:</td>
<td>Alicia Mueller</td>
<td>Tioga 403</td>
</tr>
<tr>
<td>12-1</td>
<td>Lunch provided</td>
<td></td>
<td>Randolph</td>
</tr>
<tr>
<td>1-2</td>
<td>All Divisions Meeting</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2:45-3</td>
<td>Division Break-Out Sessions</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>LDC Divisions</td>
<td>Rod Keller</td>
<td>Lakeview E</td>
</tr>
<tr>
<td></td>
<td>CTE Divisions</td>
<td>Diana Schab</td>
<td>Lakeview G</td>
</tr>
<tr>
<td></td>
<td>Extended Learning</td>
<td>Karen Domine</td>
<td>Tioga 3rd Floor</td>
</tr>
<tr>
<td>3-4</td>
<td>Faculty Sub Committee Meetings</td>
<td>Faculty Senate Sub Committees</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Academic Affairs Committee</td>
<td></td>
<td>Dell 21</td>
</tr>
<tr>
<td></td>
<td>Academic Standards Committee</td>
<td></td>
<td>Stens 201</td>
</tr>
<tr>
<td></td>
<td>Faculty Development Committee</td>
<td></td>
<td>Lakeview F</td>
</tr>
<tr>
<td></td>
<td>Instructional Design and Delivery Committee</td>
<td></td>
<td>Lakeview G</td>
</tr>
<tr>
<td>4-5</td>
<td>College Council</td>
<td>Patty Scott</td>
<td>Tioga 505</td>
</tr>
</tbody>
</table>

Friday, September 26, 2014
All faculty required to be on campus for prep or advising. Advisors encouraged to attend Educational Development Plan Workshop.

<table>
<thead>
<tr>
<th>Time</th>
<th>Title</th>
<th>Presenter</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8-10</td>
<td>Student Housing Move-In Day (sign in at information table)</td>
<td>Housing Department</td>
<td>Lighthouse Depot</td>
</tr>
<tr>
<td>10-11</td>
<td>IT Updates: Using Technology in the Classroom</td>
<td>James Ingram</td>
<td>Coaledo 3</td>
</tr>
<tr>
<td>11-12</td>
<td>Educational Development Plan Workshop</td>
<td>Ron Bell</td>
<td>Coaledo 3</td>
</tr>
<tr>
<td>12-5</td>
<td>Faculty Prep/Advising: Prepare Materials for Saturday</td>
<td></td>
<td>Faculty Offices</td>
</tr>
</tbody>
</table>

Saturday, September 27, 2014
All Full Time Faculty to Participate (4 hours at Expo, 4 hours prep and advising)

<table>
<thead>
<tr>
<th>Time</th>
<th>Title</th>
<th>Presenter</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>9-9:45</td>
<td>Meet and Greet /Laker Welcome events</td>
<td>TBA</td>
<td>TBA</td>
</tr>
<tr>
<td></td>
<td>Faculty Sessions-TBA</td>
<td>TBA</td>
<td>TBA</td>
</tr>
<tr>
<td>2:30-5</td>
<td>Prep Time/Advising</td>
<td></td>
<td>Faculty Offices</td>
</tr>
</tbody>
</table>

The complete schedule of activities for Laker Welcome is available on the ESPS website at: http://www.socc.edu/nso/

Faculty Orientation and Development Session: Friday, Sept. 19

Workplace Information 1 pm - 3 pm (Required for all new Full Time Faculty)
General Operations 3 pm - 5 pm (Required for all New Full Time Faculty, Recommended for Part Time Faculty)
Dinner Service 5-6 (New FT and all PT faculty invited)
Instructional Development Session 6 pm - 9 pm (Training sessions requested by part-time faculty as continuing education)

CONSTITUTION DAY is SEPTEMBER 17. View our Constitutional History Trivia Presentation in the PAC before Staff Introductions begin.
Integrated Technology Services Mission

To support the college mission and strategic plan for Integrated Technology Services by developing, coordinating, and supporting the use of technology to enhance learning and working opportunities.

Core Theme: Access

Strategic Plan Goal 2: Provide access to support services for students and the community.

Web Systems:
- Continued development on new SWOCC website
- Set up meetings with various groups on campus to discuss plans for the new website
- Regular updates that include: Maintaining press releases, news, banner & graphics creation, social networking updates, content editor support, video uploads, directory updates and content changes across southwestern websites

Core Theme: Community Engagement, Learning and Achievement

Media Services and Instructional Labs:
- Installed 21 Solid State hard drives in Tioga 405 classroom computers to increase computer speed to help run the more power intensive software programs
- Finished imaging computers in the Tioga 4th floor classrooms and lab for Fall term
- Installed 7 new Smart projectors with whiteboards and 7 All In One computers in Coaledo 3
- Upgraded 10 classrooms with new short throw Smart projectors
- Continuing the installation of the interior and live streaming equipment in the SWOCC Media Production van
- PAC hosted the OCCI End of the Year Celebration
- PAC hosted the Upward Bound Talent Show
- PAC hosted the Athletics student orientation

Core Theme: Sustainability

Strategic Plan Goal 7: Allocate resources to support continuous improvement for a strong infrastructure of employees, technologies, and facilities

Jenzabar Programming, Training and Support:
- Created and updated reports:
  - Created student lookup report to identify students with only SSN or Birthdate
  - Illegal/unfilled grade report
  - SSRS timecard report
  - Updated housing assignment report
  - Updated major change report
  - Modified student billing online statement
  - Provided data for term start for mailings, tracking, etc.
• Modified data or programs:
  • Corrected course CIP codes, work experience flags, ACTI codes
  • Degree archive updates from custom to new delivered process
  • Tested student course history to section master sync
  • D4A: students, completions, TSAS
  • Setup system for new swimming sport
  • Updated data for prior learning

• Attended meetings for:
  • Provided training for Advisors on advising trees
  • Attended ATD summer conference
  • Provided support for Infomaker work sessions
  • Attended SQL Webinars for administration

• Solved:
  • Child course registration
  • Faculty office hours report
  • Payroll gift batch
  • Duplicated payroll check numbers
  • Recovered lost surveys in survey software
  • Helped troubleshoot and clean up data for accurate NSC submission

• Worked on version 5.0 installation issues, conversion of report phls
• Worked with Jenzabar support to solve several software issues
• Maintained access to Jenzabar, myLakerLink resources and reports
• Setup access for Veera software to create analytic queries
• Provided support for housing as they work through the new process for the first big term
• Provided miscellaneous support to Financial Aid, Registration, Business Office, OOFI, Community ED, Athletics, Development, Transcripts, Advising, AR, ETS

**Systems, Security, and Telecommunication:**
• Spam filter is reducing spam to mailboxes
• Firewall operating system updated
• Core switches operating system updated
• Gold Beach computers updated with new image and solid state drives
• New Gold Beach staff machines installed
• Server room UPS PM and new batteries installed.
• Server share migration ongoing
• Preparation for cloud email migration
• Tioga third floor computers be installed
• New switch for Tioga 3rd floor installed
• 10 projectors replaced in smart classrooms
• myLakerLink update installed
• Jenzabar EX upgraded to 4.6.5.5
• Test environment created for new Jenzabar 5.0.1 platform
• Newmark tenant agencies phone assistance
• Student mailing lists updated
• E911 databased exported
• myLakerLink 8.1 running with EX5.0.1
• PCI compliance updated for LakerCard
• Fiber installation completed for PRI cutover
• FCC business frequency license pending
Glossary:
802.11ac – Gigabit wireless standard
Authorize.Net – Credit Card payment processor
C# - Programming language
CASE - Credential, Acceleration, and Support for Employment grant
CCNA – Cisco Certified Network Administrator
Compass – online placement testing software
CORE – College of Remarkable Employees committee
CRM – Constituent Relationship Modules (JICS)
DAS – State – Department of Administrative Services
DHCP - Dynamic Host Configuration Protocol
DMZ – servers exposed to the outside world and isolated from the internal network
DNS – Domain Name Server
E911 – Enhanced 911 to pin-point calling location
eCommerce – online payment
eLearning – Jenzabar Learning Management Software (formally e-Racer)
ESPS – Educational Support Programs and Services Department
EDI – Electronic Data Interchange software used for electronic transcripts
EX – Jenzabar software version the college purchased
FitnessTrac – Recreation Center entrance software that will eventually work with CardSmith
Flash – Cross-platform video and graphic player; Apple products to not support Flash
HelpBox – ITS online job request system
ICL – Instructional Computing Labs
InfoMaker – Jenzabar report writing software aka Sybase
IPEDS – Integrated Postsecondary Education Data System (Federal reporting system)
IPV – Internet Protocol Video
Jenzabar – Academic Enterprise Resource Planning System and Student Information System from Jenzabar, Inc.
JICS – Jenzabar Internet Campus Solution (myLakerLink portals)
Joomla – open source webpage content management software for new webpage
LabTrac – Lab software that works with the Laker1Card for lab entry
Libki – Library public patron login to use college computers
Linux – Operating system used on some servers
myLakerLink – Jenzabar portals (JICS)
myLakerLink Go – Jenzabar mobile
NBS – Nebraska Bookstore System
NENA – National Emergency Number Association
NeoGov – Web-based online HR recruitment system
NWCCU – Northwest Commission on Colleges and Universities
OCCURS – Oregon Community College Uniform Reporting System
OHN – Oregon Health Network
PCI – Payment Card Industry Compliance
PCounter – Lab printer software to work with the Laker1Card, printer server, and printers
Perceptive – Document Imaging System from Perceptive Corporation (formally Nolij)
PHP – scripting language used in webpage creation
POE – Power over Ethernet (inline power)
portlet – single portion of a portal that performs separate function (find course, for example)
PowerFAids – Jenzabar Financial Aid software
PRI – Primary Rate Interface – 23 voice circuits and 1 control circuit
QAS – Address checking and standardization software integrated with Jenzabar
QOS – Quality of Service
QR code – Quick Response code
Ram – Read only memory
RAVE – Rave Alert, emergency notification system
SAN – Storage Area Network is very large disk storage area for backup and storage
SFTP – Secure File Transfer Protocol
SMTP – simple mail transfer protocol (internet standard for electronic mail)
SQL – Microsoft database system used by Jenzabar and other software applications
SRMG C - Survivable Remote Gateway Controller
SSMS – SQL Server Management Studio
SSRS – SQL Server Reporting Services
Tableau – Reporting and analytical reporting software for success indicator reports
TracDat – Accreditation database and software for assessment, planning, and outcomes
Triggers and Stored Procedures – SQL programs used with Jenzabar
vlan – Virtual local area network
VNC – Virtual network control is remote control software for monitoring lab computers from a central point
VoIP – Voice over IP (Internet Protocol)
Vantage – Dashboard module of Jenzabar
WinPrism – NBS/Jenzabar interface
Wireless-n – fast access points for increased wireless speed
WordPress – Software for websites and blog sites
INFORMATION ONLY
Prepared by: Jan Baxter, Executive Director of Human Resources

Information: College Hiring Update

<table>
<thead>
<tr>
<th>NEW HIRES:</th>
<th>Faculty</th>
<th>MASSC</th>
<th>Classified</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FT</td>
<td>PT</td>
<td>FT</td>
</tr>
<tr>
<td>Cherri Dunning - Nurturecare Team Leader</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kristoff Maxey - Resident Hall Director</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amber Ashpole - Writing Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Randy Torres - Culinary Arts Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emerald Brunett - Director of Facilities</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jemiah Wassman - Admissions/Recruitment Coordinator</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Henry (Duane) LaFavers - Mail and Print Services Supervisor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gail Simonds - Forestry Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maidie Rosengarden - Tenure Track Childhood Education/Family Studies Faculty</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Selena Kelly - Assistant to Dean of Students and Student Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kyle Croy – Coordinator of Student Life and Events</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Information: College Recruiting Update

<table>
<thead>
<tr>
<th>OPEN POSITIONS:</th>
<th>Faculty</th>
<th>MASSC</th>
<th>Classified</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>FT</td>
<td>PT</td>
<td>FT</td>
</tr>
<tr>
<td>Digital Design Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Criminal Justice Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tenure Track Nursing Instructor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NurtureCare Assistant (2)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curry Student Success Specialist .73</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transitional Education Program Manager</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assistant to Grant Administrator</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multimedia Technician</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grant Accounting Clerk</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Campus Security, Unarmed 10-19 hr</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curry PC Technician</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Athletic Trainer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Resident Hall Director</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tenure Track Mathematics</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

KEY: GF=General Fund *SP=Special Projects *EF=Enterprise Fund *Contingent on funding
Southwestern Oregon Community College District  
Board of Education  
SWOCC Foundation Report

Submitted by: Elise Hamner, Executive Director

Core Theme: Access

Increase and enhance activities for community attendance
The Southwestern Oregon Community College Foundation partnered with the College in hosting a Forestry Articulation Signing Ceremony with Oregon State University on Aug. 21. Approximately 30 people attended including College and Foundation Board members, representatives from Oregon State University, natural resources industry company officials/program donors, forestry program advisory committee members and college employees. The event provided a good opportunity to highlight this first-ever collaborative articulated degree project between SWOCC and the OSU Forestry Pro School to the community. Likewise, our OSU visitors were pleased with the good turnout and conversation from program supporters and donors.

Expand access to financial assistance
The Foundation, working with the assistance of Dr. Ross Tomlin, has been raising program funds for the forestry program. While it’s not direct financial assistance to students, it is direct financial assistance for SWOCC to hire a professor and potentially purchase equipment. Fundraising to date:

- $38,900 in cash donations
- $47,500 in direct pledges
- $5,400 in equipment donations
- The Foundation remains in discussion with other potential donors and grant organizations.

Community Engagement
This month, the Foundation Board of Trustees and this year’s Distinguished Alumnus, Boyd Bjorkquist, will send a letter (see attached) to SWOCC alumni, annual scholarship contributors and potential donors inviting them to continue to support students through donations to the Foundation’s scholarships.
Dear Friends,

As a longtime teacher and coach, I’ve seen firsthand how education transforms lives. The value of a college education, in many ways, is immeasurable, but the cost of that college education is unreachible for many of our families on the south Oregon coast.

I attended Southwestern Oregon Community College in the 1970s. People did not recognize the value of a college degree, because many of the family wage jobs that existed in our communities decades ago did not require post high school education. Tuition at SWOCC back then was $90 a term. I worked a summer job in a saw mill that paid more than $5 an hour. A person could earn a year’s tuition in about two weeks after taxes.

As you know today, tuition, books and fees at Oregon’s colleges are much higher, making it unaffordable for many families. Yet, for most young people to pursue the careers that will provide them with a reliable and financially secure future, they need education beyond high school. The average income of someone with an associate degree on the south Oregon coast at their career midpoint is 35% higher than a person with a high school diploma. Four-year and master’s degrees are possible through the University Center at SWOCC, and those degrees provide even greater likelihood of not only increased income but also more career choices.

Each year, the College and the SWOCC Foundation provide tuition waivers and scholarships totaling more than $800,000 to many new high school graduates and older adults so they can pursue the opportunity of a college education.

I hope you’ll join me in supporting these scholarships through the SWOCC Foundation. If you have already given – thank you! If you have not yet made your contribution, consider this an opportunity to help just one person achieve a life-changing goal. If you postmark a donation no later than December 31, 2014, you can receive a tax benefit.

If you have any questions, please do not hesitate to contact the SWOCC Foundation. A reply envelope has been enclosed for your convenience.

Thank you for your consideration,

Boyd Bjorkquist, 2014 Distinguished Alumni
Southwestern Oregon Community College
September 5, 2014

Patty M. Scott, Ed.D
President SWOCC
1988 Newmark
Coos Bay, OR 97420

Dear Patty,

It was a pleasure meeting you on August 14th at the Oregon Coast Culinary Institute "End of the Year" celebration. I enjoyed my visit and the hospitality shown to me during my stay.

I must commend Chef Hanlin on his above and beyond hospitality he showed us during our visit to your wonderful institution. You have a superb culinary program with a great dedicated staff that you must be very proud of. Patty, your leadership is truly evident and Southwestern Oregon Community College is lucky to have you as their President.

I wish you many more years of success.

Sincerely yours,

Aidan P. Murphy, CMC, AAC
Old Warson Country Club
General Manager