

SOUTHWESTERN OREGON COMMUNITY COLLEGE
Coos Bay, Oregon 97420

INTERIM PROGRESS REPORT

October, 1977

INTRODUCTION

This progress report has been compiled to meet the requirement of the Commission on Colleges that the college prepare an interim report in anticipation of a visit by the Executive Director in October, 1977.

The report contains three sections: Part A--a relatively brief summary of our progress report of 1975; Part B--a response to questions listed in the "Outline of Interim Report for Reaffirmation of Accreditation;" and Part C--a copy of "Response to Recommendations of Visitation Committee" from our accreditation progress report of June 1, 1975. These responses are still valid. Where they are not, the changes are apparent in various parts of the text.

PART A

The college prepared a response to the Visitation Committee, which is contained in the accreditation progress report of June, 1975. Much of that material is still accurate. In two areas we feel that some further explanation is useful.

Concerning the determination and publication of long-range educational plans, the administrative assistant to the president has concentrated his efforts on the development of a long-range plan which includes both facility and educational plans. In addition, as mentioned in our 1975 report, an architectural planning firm was hired to revise the long-range campus master plan. Results of the long-range facility plan culminated in an appeal to the voters for a 9.8 million dollar bond issue, which was rejected. Since that time, the college has interviewed other architectural firms and will shortly engage one to develop a master plan which is more in keeping with the financial limitations imposed by the voters of the college district. A copy of the current rough draft of the long-range plan is available.

In addition to the concern expressed for planning, the Visitation Committee indicated a need for remodeling. In the past three years, we have remodeled Umpqua Hall to add a balcony to house the small engines laboratory. We have purchased a building off campus of some 5300 square feet and 40 student stations for temporary use as a welding laboratory.

Several efforts have been made to remodel the campus to accommodate the needs of handicapped people. The major concern in remodeling is the repair of damage to beams caused by rot. Efforts to reduce excess moisture in the beams are currently in progress.

The concern of the Visitation Committee for the inadequacy of faculty offices has not resulted in significant improvement and probably will not produce any change until the next major building project.

PART B

1. What changes, if any, have been made in the objectives of the institution, and why have they been made? How have these changes been reflected in the program of the institution?

No changes have been made in the objectives of the institution.

2. What changes, if any, have been made in the general requirements for graduation, and why?

No changes have been made in the general requirements for graduation. This matter has been studied by several faculty committees, but they have not yet reached a consensus.

3. What new majors and minors have been added? What majors and minors have been discontinued? What significant changes have been made in existing majors and minors?

The college has added a cooperative program with the American Institute of Banking. The college has also expanded its efforts in real estate, added courses in refrigeration, provided courses in women's studies, and provided services for training and upgrading emergency medical technicians.

4. If postgraduate programs are offered, what significant changes have been made and why have they been made?

No postgraduate programs are offered.

5. What changes have been made in the postgraduate nondegree or credential programs and in the special programs (summer sessions, extension, correspondence, travel, and foreign centers), and why have they been made?

There has been a significant effort to increase the number of programs for citizens of the college district outside the Coos Bay-North Bend area. A coordin-

ator of college outreach programs has been employed for two years. Local advisory committees have been organized, and additional programs are being planned and implemented throughout the college district.

Summary of Outreach Classes

	<u>1974-75</u>		<u>1975-76</u>		<u>1976-77</u>	
	<u>Cl.</u>	<u>Enr.</u>	<u>Cl.</u>	<u>Enr.</u>	<u>Cl.</u>	<u>Enr.</u>
Bandon	19	322	24	318	38	307
Brookings	10	160	16	225	28	431
Coquille	23	403	23	344	27	322
Gold Beach	26	347	8	128	16	230
Myrtle Point	22	267	19	254	22	274
Port Orford	9	135	11	115	19	245
Reedsport	41	582	57	779	50	573
Other			12	212	30	520
Powers					4	51
	<u>150</u>	<u>2,216</u>	<u>170</u>	<u>2,375</u>	<u>234</u>	<u>3,153</u>

An enrollment report covering the academic years 1974-75, 1975-76, and 1976-77 shows the following:

	<u>1974-75</u>	<u>1975-76</u>	<u>1976-77</u>
Technical-Vocational FTE			
Vocational	647.6	640.9	578.0
Other Reimbursable FTE	261.5	238.7	248.1
Nonreimbursable FTE	2.7	11.1	2.7
Totals	911.8	890.7	828.8
Lower Division FTE	542.9	643.9	575.8
Total In-District FTE	1454.7	1534.6	1404.6
Curry County Contract		28.8	49.6
Total FTE		1563.4	1454.2

6. What changes have been made in undergraduate and graduate admissions, grading, student nonacademic programs, and student personnel services? Why?

Significant changes were made in the advising program in the summer of 1977. Until that time, all faculty members were involved in advising. During the summer, a list of selected faculty advisors was compiled for the first time. Also, a placement and follow-up coordinator has been hired, and the director of counseling has assumed greater responsibility over the last two years.

7. Have any significant changes been made in policies affecting the faculty? Has the faculty increased or decreased in size? How have faculty salaries and other benefits been improved? To what extent has the faculty been strengthened?

The significant policies affecting the faculty have been made through the renewal and renegotiation of the faculty bargaining agreement. In essence, the current contract contains the basic documents under which the college has operated for several years. The faculty has increased from 70 to 73 members. During the last two years faculty salaries have increased 8.2 percent, on the average, per year.

8. What changes have been made in the physical plant (new buildings, demolition or remodeling of old ones)?

Refer to Part A above.

9. Have the library and laboratories been maintained and expanded to keep pace with the growth of instruction? Explain.

Library holdings increase each year. For example, 1,904 volumes were added in 1974-75; 1,951, in 1975-76; and 1,950 in 1976-77 (total volumes for each year are indicated below). Other materials--audio recordings, periodicals, microforms, etc.--have also been increased.

	<u>Total Volumes</u>		
	<u>1974-75</u>	<u>1975-76</u>	<u>1976-77</u>
	41,675	43,626	45,576

The audiovisual budget for each of these years was:

1974-75	Materials/Supplies	6,000
	Repair/Replacement	2,000
	Equipment	13,000
1975-76	Materials/Supplies	11,000
	Repair/Replacement	5,000
	Equipment	14,500
1976-77	Materials/Supplies	11,000
	Repair/Replacement	5,000
	Equipment	14,500

The number of full-time professional librarians dropped from three to two. Much of the work of the third library staff member has been assumed by a change of assignment for the director of the learning resource center and by hiring two part-time people.

10. Have any significant changes been made in the financial structure and condition of the institution (budgetary increases and/or decreases, operating surpluses or deficits, plans for the future)?

Basically, there have been no changes in the financial structure of the college. As mentioned earlier, we attempted a bond issue two years ago to complete a major segment of the campus master plan. This bond issue was defeated, and we have continued to meet our needs, both capital and operating, from our general operating revenues with additional capital funds from the state which we have received as a result of overmatching state funds in past years.

The 1977-78 fiscal period is the tenth year that we have operated within our tax base, which was established in 1968. We have been able to do this because state operating funds have continued to increase, and we have managed to hold salary increases to reasonable figures. Needless to say, each year a larger portion of the budget goes to salaries; and it appears that unless something happens to change our financial outlook, next year will probably be the last in which we can stay within the tax limitation.

Each year we have carried forward a cash reserve which is slowly decreasing as costs increase. Our plans for the future include an attempt to continue to offer expanding and improved programs and to encourage all college personnel to assist us in becoming more efficient in every way we can. The Oregon community colleges have worked at the state level in adopting a common chart of accounts in an effort to make our financial information more understandable. We are also two years into an experiment in the Information Exchange Program in which all community colleges are participating in an effort to get a better look at program cost information.

11. Have any significant changes been made in the administrative structure and personnel? Explain.

There have been significant changes in the administrative staff. The college has hired an assistant business manager; the position of administrative assistant to the president has been moved from half to full time; the position of coordinator of college outreach has been added; the director of counseling has assumed more responsibility; the supervision of developmental education has been assumed by the assistant dean of instructional services; a part-time director of career education has been assigned; and there is now a half-time grants coordinator.

12. What old plans for the future have been realized and what new ones have been formulated?

The clearest indication of a plan for the future which has been realized is the development and growth of the outreach program. It is larger, of higher quality, and has received more support from the board of education, faculty, and community than previous efforts.

Second, we have begun a major reorganization of advising and are developing the kinds of in-service training necessary to make it work.

Third, the developmental education program is now under the direction of the assistant dean of instructional services, in accord with the recommendations of a committee designed to study the problems of the disadvantaged and handicapped.

Fourth, greater efforts have been made to more efficiently utilize the efforts of the administration and faculty. While they are not universally popular, they appear to be providing a more equitable work load and may assist in attempts to hold down costs during a time of inflation.

New plans for campus construction are barely under way, but architectural firms seeking to be selected as the campus architects have been given guidelines which indicate the possibility of smaller projects to be completed over a longer period of time. In short, the college has reached a new level of maturity. It recognizes what it is and knows that it will be basically the same for some time. Improvements and changes will be gradual, but aimed at doing the same job a little better each time.

PART C

RESPONSE TO RECOMMENDATIONS OF
VISITATION COMMITTEE

1. Of great importance is the determination and publication of long-range educational plans. The building program and other vital decisions are waiting on this formulation. A clear statement of mission and roles and the plan for accomplishing them is perhaps the single most important immediate task.

Response: An architectural-planning firm has been hired to assist with the planning. In addition, the Administrative Assistant to the President has been released half-time from his other duties during the past year to develop the long range educational plan. He has appointed a variety of committees to work with divisions and is ahead of his schedule.

To date, the institutional policies, goals and concepts, the on-site and off-site analyses have been completed, and by June 1 the educational concepts, goals, priorities and the program report will be completed. At that time, the architects will have three or four alternative master plans ready for consideration by the Southwestern Oregon Community College administration, and the Board of Education. Between June 1 and July 1 there will be opportunity to generate several options on siting, evaluate all, and select one. July 1 to September 1 will see the master plan finalized and plan approval by the SWOCC administration, Board of Education, and the State Department of Education, with promotion throughout the Southwestern Oregon Community College District and submission to the voters for approval at a November election.

2. The college needs a written philosophy of education to enunciate the basis on which innovative instructional programs are being carried out. Current innovation implies such a philosophy, but no one has taken the time to think through these implications.

Response: A statement of philosophy has been developed by the Instructional Council. With some modifications, it has been approved by the Senate and currently is waiting for Board approval. A copy is attached.

3. The committee was greatly interested in two unusual aspects of organization and management: one, the so-called "open registration", and two, the mixing of vocational and academic courses under division chairmen of unrelated disciplines. Nothing in this recommendation should be construed to imply dissatisfaction by the accreditation team; however, there are problems and the college should continue to evaluate present practice. For example, there appears to be inefficiency in waiting two weeks before class enrollment is determined; what about each student's advisor in such a system; there appears to be no one coordinating certain area disciplines since they are fractionated among one or more divisions. In short, continue the innovation, but also continue the evaluation since assets have not yet proven to outweigh liabilities even though signs are hopeful.

Response: Registration procedure has been modified to the point where it is more traditional. In an effort to obtain greater efficiency, the option for some students to change classes before two weeks is still available, however, the opportunity is rarely utilized by students.

The mixing of vocational and academic areas has been continued. It has tended to lessen friction and improve communication and understanding between vocational and transfer faculty. We recognize that there is a problem with some single disciplines which do not fit easily into an organizational chart based on curricular similarities. Home economics is an example; so is forestry. We have provided arbitrary solutions which allows them to participate in the decision-making processes of a division. To that extent everything seems to be satisfactory.

4. Physical facilities are attractive but they have not necessarily been constructed for the activities they house. The need for some remodeling is apparent. Faculty offices are inadequate. Future construction should proceed carefully from educational plans. The learning center is a plus in this respect since it has great flexibility.

Response: There have been three new relocatable buildings built in the past year. One is presently being used as a machine tool practices lab; one is a nursing lab and classroom; one is a large classroom/meeting room facility.

Remodeling will be completed in Umpqua Hall this summer (to construct a balcony which will increase the instructional

as well as storage areas of the building). Other remodeling has been done on a limited basis. The revised long range plan will recommend further remodeling and new construction.

There has been no significant improvement in the faculty office situation.

5. The area of community development needs additional attention. With the excellent community relations that presently exist, many cultural, recreational, and service oriented programs could be offered.

Response: We feel that we are actively working in this field. We are making progress and will continue to do so. Our faculty, staff and students work with a wide variety of community agencies and groups. Many groups utilize college facilities for meetings and other activities.

We have representatives on Interagency Council, County Inter-agency Advisory Committee, Community Action, Centennial (Bi-centennial) Committee, Southwestern Oregon Child Care Council, Retired Senior Volunteer Program (RSVP), Coos-Curry Council of Governments, etc. Also, members of the staff are directly involved in such organizations as Kiwanis, Rotary, Lions and Chambers of Commerce of Coos Bay and North Bend.

6. There is some evidence of complacency among the faculty. A recognition of needs and problems outside the Coos Bay - North Bend area could be given a little higher priority.

Response: In an isolated area, it is not uncommon for people to look at their world first. We feel very strongly that in working with our community in the area of community development, there is an extremely high priority, and we encourage our faculty to engage themselves in dealing with all the problems of the Coos Bay - North Bend area. At the same time, it should be pointed out that in the last year, three people have gone on sabbatical leave, fourteen people attended summer sessions, and sixteen people were involved in summer school projects. A number of our faculty are on state and regional committees of various kinds.

The college's outreach program has been very effective in meeting the needs of people in even more remote areas, from Reedsport to the north of us to the Curry County (out of

district) towns of Port Orford, Gold Beach and Brookings to the south. From the academic year 1972-73 through the current year 1974-75, a total of 257 classes were scheduled, with a total enrollment of 3,711. The current year has seen the scheduling of 150 classes with an enrollment of 2,216 students in these areas.

The Golden Age Club of the college, which allows members who are residents of the Southwestern Oregon Community College Education District and who are 62 years of age or over, to attend classes without payment of tuition, has a membership of 922 at this time. A large percentage of classes, both on campus and in the outreach areas, have one or more Golden Age Club members enrolled every quarter.

The college became the prime sponsor for the RSVP Action activities in southwestern Oregon two years ago.

7. Continued effort should be directed toward a more equitable compensation work load formula for vocational-technical faculty.

Response: We do not have a separate work load for vocational faculty or for transfer faculty. Our work load is fifteen credit hours or 25 clock hours regardless of the relationship to transfer or non-transfer courses.

8. Division Chairmen need more time compensation if they are to be encouraged to become truly managers.

Response: At the present time, Division Chairmen are given one-half release time to meet their professional obligation as managers. We feel that this time is adequate and do not intend to grant more release time.

9. There is some question whether the present self-evaluation of the faculty is effective. More faculty should develop course outlines which specify instructional objectives.

Response: There is always a question whether any kind of evaluation of faculty is effective. We feel that we are making significant efforts in this task and are doing at least as well as anybody else. More faculty are involved in developing course outlines which specify instructional objectives. All of the course outlines developed at this institution specify instructional objectives.

10. A review of requirements for academic rank among vocational-technical faculty should be conducted. Present rules appear slanted in favor of academic people at the higher levels.

Response: Review of the requirements for academic rank has been made on at least two occasions since the report was written. We reject the judgment in the recommendation which says that academic people are favored. On the contrary, most statistical evidence and a reading of the rules would appear that, if anything, the vocational faculty are favored, and probably a redefinition of what "vocational" is, should be made.