



BOARD OF EDUCATION

Steve Loosley
Chair

Guy Kennerly
Vice Chair

David Littlejohn

Twila McDonald

Erica Mills

Randy Richardson

Melvin "Bud" Smith

PRESIDENT

Dr. Rachel Pokrandt

MISSION

UCC transforms lives and enriches communities.

VALUES

Learning
Sense of Community
Innovation
Integrity

LOCATION

1140 Umpqua College Rd.
Roseburg, OR 97470

umpqua.edu

EXECUTIVE SESSION

Executive Session, 4:30 p.m., TAP 17: Per ORS 192.660(2)(e) to deliberate with persons designated to negotiate real property transactions.

VOL. LVII, No. 5 BOARD OF EDUCATION MEETING

December 14, 2022; 5:00 p.m.; Room 17, Tap'òyt'ha' Hall (TAP)

The livestream meeting will be available at youtube.com/umpquacc

AGENDA

I.	CALL TO ORDER	Chair Loosley
II.	ATTENDANCE	Chair Loosley
III.	PLEDGE OF ALLEGIANCE	Chair Loosley
IV.	CITIZEN COMMENTS ⁱ	
V.	CONSENT AGENDA ⁱⁱ	Chair Loosley
VI.	CHANGES TO THE AGENDA	Chair Loosley
VII.	INTRODUCTIONS	
	A. Athletic Coaches	Craig Jackson
VIII.	INVITED REPORTS AND COMMENTS	
	A. Association Representatives	Varied
	B. Chair Report	Steve Loosley
	C. President's Report	Rachel Pokrandt
	D. Athletics – Name, Image, Likeness (NIL)	Craig Jackson
IX.	OLD BUSINESS	
X.	NEW BUSINESS	
	A. Nursing learning support material fee changes	Teresa Rivenes
	B. Proposed Budget Calendar for FY 2023-24	Natalya Brown
	C. 2021-22 Audit Report	Natalya Brown
XI.	BOARD COMMENTS	
XII.	ADJOURNMENT	Chair Loosley



Board of Education Meeting

December 14, 2022

UPCOMING MEETINGS:

- Board Retreat, January 13, 2023; time and location TBA
- Regular Board Meeting, February 8; time and location TBA

Robynne Wilgus, Board Assistant, Robynne.wilgus@umpqua.edu or 541-440-4622 voice, Oregon Relay TTY: 711. The UCC Board will provide, upon request, reasonable accommodation during Board meetings for individuals with disabilities.

ⁱ The Board values public input. Written comments may be submitted to Robynne Wilgus, Board Secretary, at robynne.wilgus@umpqua.edu by 5:00 pm the day before the meeting. Please include your name, address, and city of residence for full consideration. Comments will be read during the time designated on the agenda. Oral comments may also be made during the meeting at the designated time. Again, please email Robynne Wilgus, Board Secretary, at robynne.wilgus@umpqua.edu by 5:00 pm the day before the meeting. Oral comments will be limited to 3 minutes. The Board may not respond directly to issues raised but refer those issues to the President for appropriate action.

ⁱⁱ All matters listed under Consent Agenda are considered by the Board of Directors to be routine or sufficiently supported by information as to not require additional discussion. Consent Agenda items will be approved by general consent. There will be no separate discussion of these items prior to the time the Board votes on them, unless a Board member requests a specific item be removed from the Consent Agenda for discussion and a separate vote.

**BOARD OF EDUCATION
UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON**

Information Item

Action Item

Subject: Consent Agenda

Date: Dec. 14, 2022

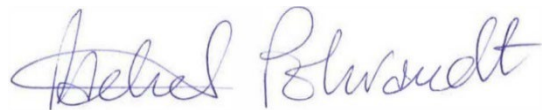
Recommend Approval of...

- 1. Minutes of College Board Meeting of Nov. 9, 2022 pp 1-3
- 2. Personnel Actions p 4
- 3. Resolution #9 – Increase Appropriation pp 5-6
State of Oregon grant award of \$244,656 for 2022-23 STEAM Hub funding.
- 4. First reading policy: 3825 Public Art p 7

Recommendation by:



Approved for Consideration:



**UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
November 9, 2022**

The Umpqua Community College Board of Education had a regular meeting on Wednesday, November 9, 2022, in room 17 of Tap^hòyt^ha’ Hall at Umpqua Community College in Roseburg, Oregon; the meeting was live-streamed on YouTube. Board Chair Loosley called the meeting to order at 5:30 p.m. and the pledge of allegiance was given.

Directors present: David Littlejohn, Steve Loosley, Twila McDonald, Erica Mills, and Bud Smith

Directors excused: Guy Kennerly and Randy Richardson

Others present:

Rachel Pokrandt	Steve Rogers	Sheri Guerrero	Joshua W. Ogle	Christina Ballard
Robynne Wilgus	Danielle Haskett	Tracy Redd	Bart McHenry	
Teresa Rivenes	Lexi Kennedy	Suzi Pritchard	Tonya Blacic	
Natalya Brown	Austin Kennedy	Emily Louise Adams	Leesa Sterner	

Citizen Comments: There were no comments.

Consent Agenda:

1. Minutes of College Board Meeting of Oct. 12, 2022
2. Personnel Actions
3. Second Reading Policy: 7240 Administrative Employees

The consent agenda was approved by general consent. The items are attached to the permanent minutes.

Changes to the Agenda: There were no changes.

INTRODUCTIONS

New Deans of Instruction were introduced: Scot Headley – transfer programs and general education; Joshua Ogle – Career and Technical Education; Danielle Haskett – Social, Health & Behavioral Sciences. New faculty were introduced: Tracy Redd – Math; Christina Ballard – Communications; Bart McHenry – Theatre Arts; Tanya Blacic – Geology; Austin Kennedy – EMS Program Accreditation Coordinator; Sheri Guerrero – EMS Program Director; Leesa Sterner – Nursing. Emily Adams is the Administrative Assistant to the Deans.

REPORTS

- **President’s Report – Rachel Pokrandt, Ph.D.:** A written report is available online. An onboarding program was developed for the many new employees. UCC Success is an 8-week program and will be repeated in the spring. Enrollment numbers are up: Headcount is up 22% and FTE is up 7%; more students are taking fewer classes. For the second year in a row UCC’s adult basic skills program lead the state in performance and skill. Upcoming and recent activities were highlighted: Sunday Tailgate, UCC Foundation Legacy Ball, Veteran’s Day Parade, UCC play “39 Steps”, and

Career Academy Open House. President Pokrandt now serves on a couple of boards: Southwestern Oregon Workforce Investment Board (SOWIB) and Umpqua Economic Development Partnership. The ACEN nursing accreditation visit will be in the fall of 2023, a full year ahead of schedule. Brand new digital signs have been installed at the front of campus and in athletics.

- **Healthcare program expansion plan – President Pokrandt:** As a result of conversation with medical providers, research on jobs that provide a family wage, and looking at education that is needed, UCC has created a healthcare program expansion plan. The College currently offers certificate programs for Community Health Worker, Medical Assistant, Basic Health Care, and Phlebotomy; these will now be credited and allow flexibility for future education. The Registered Nursing program will be offered in an alternative format over 3 years; OCNE approval is needed. The plan is to gradually implement the changes and programs, with accreditation and state approval, over the next three years. New programs are Surgical Technician, Licensed Practical Nurse, Respiratory Care, Radiology Technician, and Physical Therapy Assistant. The goal is to build a stackable pathway so the entry level programs will build upon each other for an eventual degree in healthcare.
- **Institutional Indicators – President Pokrandt & Steve Rogers:** Institutional indicators are a data-based tool designed to provide quantitative measurements of UCC's effectiveness in several specific areas of mission fulfillment and student success; their development began in May 2019. The indicator data is published to UCC's website annually. The scorecard, showing target levels for indicators, was reviewed. The data has been turned into action items such as a new governance structure, cementing the review of data into the governance structure moving forward, and action projects. The College will continue to look at the data and adjust accordingly. The Board would like to have an annual review of the data and key takeaways.
- **Financial Report – Natalya Brown, CFO:** The financial report for the first quarter ending Sept. 30, 2022, was presented. The beginning fund balance is preliminary data pending the auditor's final annual report. Overall, the College had a great start to the academic year which is reflected in the finance statements. Cash investments are in a good position and will carry the College through the state's fluctuation of payments. The entity wide statement shows a significant increase in grant funding activity. Appreciation was expressed to President Pokrandt and many staff for their grant efforts. The 3-month forecast is very comparable to last year; the forecast for the rest of year is a best guess. Overall, the College is on target with revenue and expenses. Property taxes are strong and expected to be received as budgeted. Tuition revenue was budgeted with a 1% increase; data is showing a 3.7% increase when compared to last year. The College anticipates a strong fiscal position.

NEW BUSINESS

A recently purchased housing facility needs to have a UCC approved name. As a part of the naming process, paragraph D of Board Policy 3650 Naming of Facilities and Other Entities was reviewed. Ideas were shared about gathering input on proposed names. A policy revision and name suggestions will be brought to the next meeting.

Board Comments

- The UCC Foundation Legacy Ball was a very nice and fun event.

Meeting adjourned at 7:03 p.m.

Respectfully submitted,

Approved,

Rachel Pokrandt, President
Secretary of the Board

Steve Loosley
Chair of the Board

Recorded by Robynne Wilgus

Attached to the permanent minutes: Personnel Actions, Policy #7240



Serving Douglas County Since 1964

TO: UCC Board of Education
FROM: Kelley Plueard, Director of Human Resources
SUBJECT: Personnel Actions
DATE: December 2, 2022

Board approval is requested on the following personnel actions:

Administrative Hires:

Jennifer Silva, Executive Director of Human Resources – Effective January 3, 2023

Christopher Glenn, Director of SBDC – Effective November 17, 2022

Lisa Cram, HR Systems & Benefits Coordinator – Effective December 1, 2022

Jack Costa, Digital Marketing Content Editor – Effective November 29, 2022

Faculty Hires:

Resignations/Separations

Jana Pierce, Director of Institutional Effectiveness – Effective November 7, 2022

Carrie Gillies, Recruitment Coordinator – Effective November 18, 2022

Leslie Rogers, Accessibility Services Coordinator – Effective November 25, 2022

George Karpontinis, Custodian – Effective December 7, 2022

<p>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</p>	<p><input type="checkbox"/> Information Item <input checked="" type="checkbox"/> Action Item</p>
<p>Subject: Resolution #9, Increase Appropriation</p>	<p>Date: December 14, 2022</p>
<p>This is a resolution to increase appropriation in the Special Revenue Fund – Grants & Contracts.</p> <p>UCC received a new grant award from the State of Oregon in the amount of \$244,656. The grant provides funding to the STEAM Hub to target increased access, participation, and engagement in computer science opportunities for Oregon public school students, particularly for women and students of color, for the 2022-2023 school year</p>	
<p>Recommendation by:</p> <p><i>N. Brown</i></p>	<p>Approved for Consideration:</p> <p><i>Debra Blusardt</i></p>

UMPQUA COMMUNITY COLLEGE
Resolution No. 9 - FY 22-23
Increase Appropriation and Approval to Spend

WHEREAS, Umpqua Community College received an award in the amount of \$244,656 from the State of Oregon, which could not have been reasonably foreseen, and

WHEREAS, the provisions of ORS 294.338 (2) allow for the expenditure of specific purpose grants;

NOW, THEREFORE
BE IT RESOLVED, that the Board of Education at Umpqua Community College hereby adopts this resolution for the grant expenditures in the amount of \$244,656 to increase access for Oregon public school students.

Special Revenue Fund - Grants and Contracts

	22-23 Budget Through Resolution 8	Adjustment	22-23 Budget Through Resolution 9
REVENUES:	<u>\$ 9,873,545</u>	<u>\$ 244,656</u>	<u>\$ 10,118,201</u>
EXPENDITURES:			
Instruction	\$ 1,242,775	\$ -	\$ 1,242,775
Instruction Support	1,035,174	-	1,035,174
Student Services	5,173,279	-	5,173,279
College Support Services	874,245	-	874,245
Community Services	1,518,072	244,656	1,762,728
Financial Aid	<u>30,000</u>	<u>-</u>	<u>30,000</u>
TOTAL	<u>\$ 9,873,545</u>	<u>\$ 244,656</u>	<u>\$ 10,118,201</u>

ADOPTED: December 14, 2022

Clerk of the Board

UCC Board Chair



BOARD POLICY

TITLE: PUBLIC ART
BOARD POLICY # 3825


- A. Public art is visual art that is placed in an accessible location to be shared by the campus community and campus visitors. Umpqua Community College recognizes that the visual arts support the mission of the College by engaging students and the community in understanding and appreciating culture, aesthetics, and diversity. Campus public art may be:
 - 1. Temporary, semi-permanent, or permanent
 - 2. Installed inside or outside
 - 3. Created by students, faculty, staff, or professional artists

- B. Art media may include drawing, painting, photography, printmaking, sculpture, ceramics, fiber arts, electronic and digital media, mixed media, or other.

All pieces of public art installed on campus must be based on the academic mission of the College and must promote appreciation of culture, aesthetics, and diversity. Public art installations are evaluated by a campus Public Art Committee (PAC) based on established criteria and requirements.

RESPONSIBILITY:
The Chief Academic Officer is responsible for implementing and updating this policy. Specific guidance for policy implementation may be found in the associated Administrative Procedure(s).

NEXT REVIEW DATE:
DATE OF ADOPTION:
DATE(S) OF REVISION:
DATE(S) OF PRIOR REVIEW:

<p align="center">BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</p>	<p><u> X </u> Information Item</p> <p><u> </u> Action Item</p>
<p>Subject: Introduction – Athletic Coaches</p>	<p>Date: December 14, 2022</p>
<p><i>Annika Blom – Head Women’s Soccer Coach / Assistant Athletic Director</i> Ms. Blom just recently graduated from CSU East Bay in May where she earned her BS in Kinesiology and played soccer all four years. She was born and raised in California and decided to up and move her life to Oregon just a week before the soccer season commenced. With that said, she has just completed her first season as a collegiate coach having three players receive all NWAC recognition. Her goal as the head women’s soccer coach and as the assistant athletic director is to make UCC be a memorable steppingstone in the young student athletes’ lives.</p> <p><i>Shaun Marvin - eSports Coach</i> Born and raised in the Roseburg area, specifically out in Umpqua. Went to UCC after graduating from RHS in 2007 and acquired a degree in Flight Technology. Married to his wife Olga for 9 years in December. Worked and managed a Dutch Bros. Coffee for nearly a decade. Now he’s happily taking a lot of what was learned in management and learning how to apply some of it to coaching a team. Very excited to help and start building a good foundation for the eSports program that they can build on for years to come.</p> <p><i>Jeremiah Robbins- Head Baseball Coach</i> Mr. Robbins has been coaching baseball for the last 25 years. He grew up in Winston and graduated from Douglas High School. He has coached at SWOCC, Western Oregon University and Lewis-Clark State in Lewiston, ID. He and his family are honored to be back in his hometown building a baseball program that will impact the community in many ways.</p> <p><i>CJ Roberts – Head Volleyball Coach / Assistant Director of Events & Athletic Operations</i> This is Ms. Roberts first year at Umpqua Community College as the Assistant Director of Events and Head Volleyball Coach. She grew up in the Pacific Northwest but moved away for college. After earning both a Bachelor and Master of Science, she moved up to Arkansas and began a career in events. After marrying her husband Justin, they both knew they wanted to make their way to the Pacific Northwest to plant some roots. They have quickly grown to love this part of the Pacific Northwest and are loving the community both at UCC and in Roseburg.</p>	
<p>Recommendation by:</p>	<p>Approved for Consideration:</p> 

Introductions – Athletic Coaches

December 14, 2022

Page 2

Alan King – Cross Country/Track & Field Coach, PE Faculty, Fit Center Manager

Coach King started his coaching career in 2004 in a high school in the remote village of Kasigluk, Alaska. In 2007, he started his college coaching career in Billings, MT at Rocky Mountain College where he built the new program into a top 25 nationally ranked team from 2011 to 2014. In 2014, Coach King moved to Canton, MO to take over as the helm of the track and cross country programs at Culver-Stockton College. Alan came to Umpqua Community College in the fall of 2018 to start building the Track and Field/Cross Country teams. Last year, the UCC track teams had their most successful campaign where the men finished 4th in the NWAC and the women finished 2nd, and Javelin athlete Zach Holland set the national Junior College record. Coach King has a M.A. in Kinesiology and holds USATF Level II certification endurance and also has USATFCCA certifications in Strength and Conditioning, Track & Field Technical Coaching, and Track & Field Program Management.

Anthony Weerheim – Director of Wrestling


Mr. Weerheim started wrestling at the age of 4 years old and has been involved with the sport ever since. Having success with the sport in high school encouraged him to pursue a career at the college level. After graduating high school in Preston, Idaho he found his way to Oregon to continue his education and wrestling career at Clackamas Community College. During the time in Clackamas he met his beautiful wife Brittany, earned an AAOT and became an NJCAA All American. Next stop was Montana State University Northern where he earned a BA in Health and Physical Education and became an NAIA All American. Since then, he started his teaching career as an elementary P.E. teacher for a few years then transferred to the high school level where he was also the head wrestling coach for 6 years. This is his first year at UCC as the Director of Wrestling.

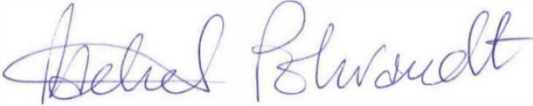
Dave Stricklin – Head Women's Basketball Coach

Mr. Stricklin came to UCC in 1994 after coaching for 8 years at Golden West College in California and has now coached one team (Women's Basketball) longer than anyone else in UCC history. The team has won 12 Region Championships, 2 NWAC Championships, has had 5 First Team All Americans, 8 Honorable Mention All Americans and for several years has been in the top ten in the country among all two-year schools in team grade point average. (Last year they were #1 in the country.) Most importantly the team has had well over 100 players receive basketball scholarships to attend and compete at four-year colleges and universities. Mr. Stricklin has been fortunate to coach four girls whose moms once played for him. He is married with four children and two grandchildren with another due to arrive in January. (Grandchild not child!) His youngest daughter Taylor is getting married on March 25.

Renate Richardson – Athletics Coach & Security Officer

Renate Richardson is from Newburg, Missouri and attended Culver-Stockton College ('18) where she received her Bachelor of Science in Legal Studies and Pre-Law, and she minored in Criminal Justice. At Culver-Stockton she ran Track & Field and Cross Country (under current UCC Head Coach, Alan King), and played basketball. Renate came to work at UCC in September 2018, where she helped Alan King start the Track & Field and Cross Country programs as an assistant coach. Renate primarily works with sprinters and hurdlers year-round, and distance runners in the Fall. Renate took over as Head Coach of the Obstacle Course Racing team in the Summer of 2020. She also competes in most obstacle course races with her athletes (most recently she won a Spartan Stadion event in San Francisco on December 3rd). Renate also worked briefly as the Interim Asst. Athletic Director from June 2019-December 2019 and has since continued small duties within the Athletic Department such as live game statistics, athletics website updates, driving teams to competitions, and trainings for the new coaches. In the Fall of 2022, Renate started assisting the Women's Volleyball team, and she started working as a part-time security officer, primarily working weekends and graveyard shifts. When Renate is not working with an athletics team, she spends her time with her 2 Dalmatians, Paisley and Pi.

<p>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</p>	<p><u> X </u> Information Item <u> </u> Action Item</p>
<p>Subject: Invited Reports and Comments</p>	<p>Date: December 14, 2022</p>
<p>A. Association Representatives</p> <p>B. Chair Report Steve Loosley</p> <p>C. President’s Report Rachel Pokrandt</p> <p>D. Athletics – Name, Image, Likeness (NIL) Craig Jackson</p>	
<p>Recommendation by:</p>	<p>Approved for Consideration: </p>

<p align="center">BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</p>	<p align="center">___ Information Item <u>X</u> Action Item</p>
<p>Subject: Nursing learning support material fee changes effective FY24 (for the 2023-25 cohort)</p>	<p>Date: Dec. 14, 2022</p>
<p>The Nursing Department is planning to make textbook and learning support materials easier for students to acquire and to build the cost of these materials into the program fee. By doing so, students will receive their books and associated digital learning materials in a streamlined process. Students will have all materials they need at the start of the term and the students will no longer need to purchase a \$1,655 (based on FY23 pricing) book bundle upfront.</p> <p>Rolling the book costs into the fee amount, will result in a fee change from \$375 to \$550 per term, while overall the fee change will reduce the cost of attendance by \$600 per student over the course of the program.</p>	
<p>Recommendation by: <i>Teresa Pivones V.P. of Academic Services</i></p>	<p>Approved for Consideration: </p>

<p align="center">BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</p>	<p align="center"><u> X </u> Information Item <u> </u> Action Item</p>
<p>Subject: Proposed Budget Calendar for Fiscal Year 2023-2024</p>	<p>Date: December 14, 2022</p>
<p>Sun., March 19 Publish 1st “Notice of Budget Committee Meeting” (ORS 294.426 – published in News Review, not more than 30 days before the meeting date)</p> <p>Mon., March 27 Publish 2nd “Notice of Budget Committee Meeting” (ORS 294.426 - published on UCC’s website, in a prominent manner and maintained on the website for at least 10 days before the meeting date)</p> <p>Thurs., April 6 First Budget Committee Meeting, 6:00 PM</p> <p>Thurs., April 20 Second Budget Committee Meeting (if needed), 6:00 PM</p> <p>Sun., April 24 Publish “Notice of Budget Hearing” (ORS 294.438 – Not more than 30 days and not less than five day before the meeting of the governing body)</p> <p>Wed., May 10 Hold budget hearing</p> <p>Wed., June 14 Regular College Board of Education Meeting: Adopt resolutions, adopt budget, and make appropriations.</p>	
<p align="center"><i>N. Brown</i></p>	<p>Approved for Consideration:</p> <p align="center"><i>Debra Blusardt</i></p>

<p>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</p>	<p>___ Information Item __x__ Action Item</p>
<p>Subject: Annual Comprehensive Financial Report for FY 2021-22</p>	<p>Date: December 14, 2022</p>
<p>The Board of Education is requested to accept the 2021-22 audit report.</p>	
<p>Recommendation by: <i>N. Brown</i></p>	<p>Approved for Consideration: <i>Debra Blusardt</i></p>

Umpqua Community College
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2022

Section I – Summary of Auditor’s Results

Financial Statements

Type of report the auditor issued on whether the financial statements audited were prepared in accordance with GAAP: *Unmodified*

Internal control over financial reporting:

- Material weakness(es) identified? Yes No
 - Significant deficiency(ies) identified? Yes None reported
- Noncompliance material to financial statements noted? Yes No

Federal Awards

Internal control over major federal programs:

- Material weakness(es) identified? Yes No
- Significant deficiency(ies) identified? Yes None reported

Any audit findings disclosed that are required to be reported in accordance with 2 CFR 200.516(a)? Yes No

Identification of Major Federal Programs and Type of Auditor’s Report Issued on Compliance for Major Federal Programs:

<i>Assistance Listing Number</i>	<i>Name of Federal Programs or Cluster</i>	<i>Type of Auditor’s Report Issued on Compliance for Major Federal Programs</i>
Various	Student Financial Assistance Cluster	<i>Unmodified</i>
84.425	COVID-19 Education Stabilization Fund	<i>Unmodified</i>

Dollar threshold used to distinguish between type A and type B programs: \$ 750,000

Auditee qualified as low-risk auditee? Yes No

Section II – Financial Statement Findings

None reported.

Umpqua Community College
Schedule of Findings and Questioned Costs (continued)
For the Year Ended June 30, 2022

Section III – Federal Award Findings and Questioned Costs

None reported.