

UMPQUA COMMUNITY COLLEGE
Umpqua Community College transforms lives and enriches communities.

Work Sessions:

4:30 p.m.: Budget Committee membership; HNSC 100

5:00 p.m.: Dental Program – Tamara Loosli; HNSC 103

VOL. LVI, No. 7 BOARD OF EDUCATION MEETING

February 9, 2022; 6:00 p.m.

A link to the livestream will be available prior to the meeting on facebook.com/umpquacc

A G E N D A

MEMBERS:

Steve Loosley, Chair _____
Guy Kennerly, V. Chair _____
Twila McDonald _____
Melvin "Bud" Smith _____

David Littlejohn _____
Erica Mills _____
Randy Richardson _____

ADMINISTRATION:

Rachel Pokrandt _____

I. CALL TO ORDER

Chair Loosley

II. ATTENDANCE

Chair Loosley

III. PLEDGE OF ALLEGIANCE

Chair Loosley

IV. CITIZEN COMMENTS

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.

V. CONSENT AGENDA

Chair Loosley

pp 1-4

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 enacted by one motion. 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.

VI. CHANGES TO THE AGENDA

Chair Loosley

VII.	REPORTS		pp 5-17
	A. Standing Reports		
	1. ASUCC Report	Amanda Cerda	
	2. ACEUCC Report	Becky Kipperman	
	3. UCCFA Report	John Blackwood	
	4. UCCFAPT Report	Jenny Friedman	
	5. President's Report	Rachel Pokrandt	
	B. Informational Report		
	1. Senior Leadership Team Reports	Various	
	2. Financial Report	Natalya Brown	
VIII.	OLD BUSINESS		
IX.	NEW BUSINESS		
	A. Res. No. 13 – Transfer of Appropriation	Natalya Brown	pp 18-19
	B. UCC District Zone Map – updated	Chair Loosley	p 20
X.	BOARD COMMENTS	Chair Loosley	
XI.	ADJOURNMENT	Chair Loosley	

UPCOMING MEETING:

- Regular Board Meeting, March 9, 4:30 p.m.

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.

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

Information Item

Action Item

Subject: Consent Agenda

Date: February 9, 2022

Recommend Approval of...

1. Minutes of College Board Meeting of Dec. 8, 2021 pp 1-3
2. Personnel Actions p 4

Recommendation by:



Approved for Consideration:



**UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
December 8, 2021**

The Umpqua Community College Board of Education had a regular meeting on Wednesday, December 8, 2021, at UCC's Woolley Center in Roseburg, Oregon; the meeting was live-streamed on Facebook. Board Chair Loosley called the meeting to order at 6:05 p.m. and the pledge of allegiance was given.

Directors present: David Littlejohn, Steve Loosley, Twila McDonald, Erica Mills, Bud Smith; Randy Richardson (on zoom)

Director excused: Guy Kennerly

Others present: Rachel Pokrandt, Robynne Wilgus, Natalya Brown, Suzi Pritchard, Kelley Plueard, Melinda Yeomans, Linda Samek, Jessica Paugh; Scott Simpson and Kevin Mullerleille via Zoom

Consent Agenda:

1. Minutes of College Board Meeting of Nov. 10, 2021
2. Resolution No. 12 – Increase Appropriation

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

Changes to the Agenda – The audit report was moved to the top of the agenda.

REPORTS

Standing reports:

- **ASUCC Report – Amanda Cerda, President:** Amanda could not be present at the meeting. Highlights from the written report were reviewed. Appreciation was expressed for the ASUCC leaders providing support to the students.
- **President's Report – Rachel Pokrandt, Ph.D.:** A written report will be posted on the board meetings webpage. Highlights of the report were shared including updates on promotional items, community engagement and athletic events, launching a Friday Career Academy in the fall, and the campus-wide digital transformation project.

Informational reports:

- **2021 IDEAL Committee Report – Alex Jardon:** The written report is on the website. The Board was guided in an exercise that demonstrated a challenge students may encounter.
- **Enrollment Report:** A brief review of the report was provided. Ms. Olson was unable to attend the meeting and will be invited to the next Board meeting.
- **Accreditation – Jana Pierce:** The written report is on the website. Everything is on track and going well.

NEW BUSINESS

Natalya Brown, Chief Financial Officer, introduced the auditors from Moss Adams, Kevin Mullerleile and Scott Simpson. The auditors provided the results of four reports: financial statements – an unmodified and clean opinion, the statements are correct; government auditing standards – there were no identified deficiencies and no internal control concerns; compliance with federal programs – there were no findings, an unmodified opinion was issued; required communications – there was no noncompliance to report. Natalya and her team have done an excellent job. The UCC Foundation Board also has a clean audit.

MOTION: I move to accept the 2020-2021 Audit Report as presented. Motion by Dir. Smith, seconded by Dir. McDonald, and unanimously approved.

Ms. Brown presented a proposed budget calendar for fiscal year 2022-2023 as an information item.

President Pokrandt requested the Board sunset the existing March 13, 2019, vote related to facilities use fees. This would allow more leeway when working with entities in bringing community events to campus and in working with community partners.

MOTION: I move to sunset the March 13, 2019, vote related to facilities use fees and delegate decisions pertaining to facilities use fees to the President or designee, as presented. Motion by Dir. McDonald, seconded by Dir. Smith, and unanimously approved.

Kelley Plueard, Director of Human Resources, requested the Board ratify the contract between the Umpqua Community College District Board of Education (the “College”) and the Association of Classified Employees of Umpqua Community College affiliated with the Oregon Education Association as certified by the Employee Relations Board (the “Association”). The contract is to be effective July 1, 2021- June 30, 2025.

MOTION: I move to ratify the contract between the College and the Association of Classified Employees of Umpqua Community College, as presented. Motion by Dir. McDonald, seconded by Dir. Smith, and unanimously approved.

Ms. Plueard requested the Board to ratify the contract between the Umpqua Community College District Board of Education and its representative, (College) and the Umpqua Community College Faculty Association of Oregon Education Association as certified by the Employee Relations Board (Association). The contract is to be effective July 1, 2021- June 30, 2022.

MOTION: I move to ratify the contract between the College and the Association of Classified Employees of Umpqua Community College, as presented. Motion by Dir. McDonald, seconded by Dir. Smith, and unanimously approved.

The Board extended appreciation to the Classified and Faculty associations on their contract work in the midst of a new president’s arrival. They are excited about the high level of trust with the President, Board, and Associations.

Board Comments:

- Melinda Yeomans, Dean of Arts and Sciences, was introduced.
- Madison Temmel was recognized as the new education reporter with The News Review.
- Gratitude was expressed to those watching the meeting via live-stream, to the Woolley Center staff for hosting the meeting at their location, and to the IT and Communications & Marketing staff for their assistance with the set up.

Meeting adjourned at 7:12 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: Res. No. 12



Serving Douglas County Since 1964

TO: UCC Board of Education
FROM: Kelley Plueard, Director of Human Resources
SUBJECT: Personnel Actions
DATE: February 9, 2022

Board approval is requested on the following personnel actions:

Administrative Contracts:

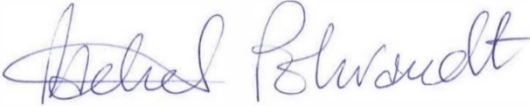
Lianne Steinmetz, Athletic Trainer – Effective January 5, 2022

Faculty Contracts:

n/a

Resignations/Separations

n/a

<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: Reports</p>	<p>Date: February 9, 2022</p>														
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<p>Recommendation by:</p>	<p>Approved for Consideration:</p> 														

Associated Students of Umpqua Community College
ASUCC BOARD REPORT
February 2022
Amanda Cerda, ASUCC President

We are continuing to host events and activities on a near daily basis. The website has a schedule of events that are happening with the help of our Student Ambassadors and Peer Mentors. We are ecstatic to see a little more engagement trickling in. As you already know, it has been difficult to get students onto campus but we are seeing more students utilizing the space and become more involved in the experience here at UCC.

On that note, we do officially have a Public Relations Officer and he has been busy at work with making flyers and engaging with our social media pages. We are happily improving on advertisement and have recently collaborated with the Mainstream to encourage students to share what helps them through times of anxiety and stress. Please watch for their next newsletter because I have a personal feeling that it will be a brave and inspiring issue.

We do still have some open positions on our team. The Activities Officer and Senator positions are open to students that would like to apply. We are planning to increase the senator stipend to 6 credits instead of 3 and reduce the number of open positions from 10 to only 5. We feel that this change will help appeal the position to more of our student body.

Amanda Cerda
ASUCC President
(She, her, hers)

**OFFICE OF ACADEMIC SERVICES
ARTS AND SCIENCES, WITH CTE AREA OVERSIGHT**

Melinda Yeomans, Dean of Arts & Sciences

January 2022

Including (CTE) Career and Technical Education coverage since October 2021 for listed areas. Currently overseeing Arts, Humanities, Science, Math, Social Science & Human Services, Paralegal, Welding, Auto Technology, Computer & Information Science, Engineering, Natural Resources, and Forestry.

Activities/Successes:

- Fall Inservice (Sept. 2021) New UCC Faculty Orientation Training offered, with ongoing Teaching Excellence Reading Group launched for continued pedagogical development of faculty.
- Fall 2021 Reopening COVID-19 Preparations: developed/posted signage, conference microphones for classrooms, ongoing distribution of masks, and ongoing support for Keri Case.
- UCC Faculty Roundtables initiated Fall 2021 to be held twice each term for growing faculty professional learning community. Recent topics have included: Engaging Online Pedagogy, Classroom Immediacy Practices for Online Teaching, Student Motivation & Success Forum
- *UCC Faculty Forward* newsletter launched for regular faculty-focused communication.
- Implementation of Student Course Evaluation for every class, every term.
- Re-established Teaching & Learning Committee and Educational Technology Committee with new leadership and committee members.
- Bushnell Psychology Articulation Agreement created for Fall 2022.
- Ongoing faculty mentoring for student-centered teaching, retention, and success.

Ongoing Projects:

- Water Quality Technology Program Regional collaboration with RCC, SWOCC, and others.
- Oregon Strong Math Grant Math 111 student-success curriculum design and campus implementation of corequisite model. To be offered Fall 2022.
- Arts & Music Friday Festival in collaboration with regional high schools planned for May 2022.
- Creating and offering assessment trainings on academic Annual and 5-Year Program Reviews.
- K-12, University, and Community College regional partnerships with UCC Arts & Sciences Areas.
- UCC is working with RCC to implement a Mechatronics program collaboration.
- Reforestation, seedlings greenhouse collaboration with timber industry partners, K-12, and Cow Creek Tribe is being led by UCC Forestry Department and Arts & Sciences Area.
- Needs assessment and program development reviews for all areas under Arts & Sciences.
- The UCC Science Department is collaborating with the University of Oregon on a National Science Foundation (NSF) grant through the S-STEM program. The program has a 96% completion rate and 93% employment rate within 3 months of graduation. The focus is underrepresented student populations.
- Faculty searches/hiring underway for Forestry, Math, Writing, Geology, Human Services, ect..
- Academic Services Collaborative Leadership via Deans: For example, VP of Academics tactical plan updating and completion. This includes re-establishing the Arts & Sciences Dean oversight.
- Chairing new CTE Dean search with updated search committee, JD, and hiring processes.

Challenges:

- Adjustments due to ongoing COVID-19 pandemic include addressing flexible teaching modalities, enrollment issues for in-person only classes, and sick-leave coverage.

LEARNING SUPPORT SERVICES
Feb. 2022
Danielle Haskett, Dean of Learning Support Services

Major Successes:

- Tutors available to assist students in a multitude of subject matters both in person and via zoom while enjoying a warm beverage in the library
- Writing co-requisite curriculum has been developed and will be offered to students Fall 2022; this allows students to take college-level classes right away with support from subject experts
- Students are coming into the library and actively seeking assistance with APA citations as a result of information literacy sessions our reference librarian has been presenting in classes throughout campus
- Phase 1 of the Courseleaf Catalog project has been completed with anticipation of the product releasing by Summer

Challenges:

- Staffing-Job openings across multiple departments
- The number of students accessing tutors

Tactical Projects update:

- The Teaching & Learning Center project continues to move forward while collaborating with the Teaching & Learning Committee. Dropout Detective was demonstrated. Dropout Detective is a student retention and success solution that integrates directly with Canvas to provide a “risk index” of how likely it is that each online student will drop out of or fault their online course. The program analyzes past and current behavior to predict future performance.

**OFFICE OF ACADEMIC SERVICES
COMMUNITY EDUCATION & PARTNERSHIPS (CEP)
QUARTERLY BOARD REPORT
JANUARY 2022
Robin VanWinkle, Dean**

- **Major Successes including Community Partnerships:**
 - Twelve childcare providers completed a yearlong Small Business Management program in January. A partnership between the Small Business Development Center (SBDC) and Care Connections & Education, participants completed business plans and spark portfolios to earn funds to improve their businesses in the form of an Individual Development Account (IDA). The program was funded by the Ford Family Foundation, to including a match for the IDA's.
 - The JOBS program launched a virtual Job Search Orientation in the new year.
 - Community & Workforce Training held two in-person fall conferences for 75 early childhood providers and 101 water and wastewater operators, allowing them to gain continuing education hours. These events were done with early childhood partners and the Umpqua Basin Operator Section (UBOS).
 - An application to start a High School Pre-apprenticeship program next Fall has been submitted to the Bureau of Labor and Industry (BOLI). UCC and Bright Futures Umpqua will coordinate. Four local high schools have signed on and multiple apprenticeship committees including industrial, electrician and plumbing trades will provide completers preference for entry into an apprenticeship.
 - During the fall, the Southern Oregon Wine Institute held a successful wine tasting event and several enrichment and continuing education courses.
 - On January 12th, the Woolley Center hosted the Oregon Healthcare Heroes hiring event in cooperation with Worksource Douglas. Representatives from Brookdale, Aviva Health, CHI Mercy Health, Evergreen Family Medicine, Avamere, Davita, and VA Roseburg Healthcare set up informational booths and met with prospective employees throughout the day.
 - The English Language Acquisition (ELA) program continues to grow with enrollment in ELA increasing by over 140%. The ABS program is continuing to grow this resource and is now offering a new section of ELA for novice English learners.
- **Challenges:**
 - Some CEP areas continue to experience lower than normal attendance in certain classes, trainings and job search opportunities This may be a combination of continuing COVID-19 concerns and a low unemployment rate.
 - The apprenticeship program is working to implement a set of 11 new EEO requirements with all training agents (employers) and the trade committees. All requirements must be documented and in place no later than April 30, 2022.
- **Tactical Projects update:**
 - The pre-apprenticeship project is funded and on track to begin fall 2022. Some apprenticeship items are on hold due to a staff retirement and new hire coming on board, in addition to the required EEO implementation.
 - The IT Director and programmers have made great strides in allowing for noncredit classes to be set up using the UCC Canvas account and implemented bots to reduce manual processes related to the Enrole registration system.
 - Progress at SOWI is slow but steady. A plan for future education and training options has been drafted and presented to the advisory committee. The College is hiring a Winery Manager and is exploring contract options for continued vineyard management.



Division of Enrollment and Student Services
 Quarterly Board Report
 January 24, 2022
 Missy Olson, AVP of Enrollment and Student Services

Major Successes:

- The Academic Advising manual was updated and embedded into the Advising CANVAS shell. This will help with consistency across campus, as it is shared with all academic and partner advisors and used as a training guide for new advisors and faculty.
- The Financial Aid Office imported 22/23 FAFSA applications and began sending students welcome emails on 01/10/22, almost 2 months earlier than last year and the earliest date yet.
- Winter term American Rescue Plan Act (ARPA) funds, in the amount of around \$726,000, will be disbursed to students on January 28.
- 177 students participated in at least three Take Flight workshops during fall term, earning them \$250. In the first three weeks of winter term, 134 students have participated in at least one workshop.
- To increase on-campus engagement, the Student Engagement office has developed a calendar of student events that can be found at <https://www.umpqua.edu/asucc-upcoming-events>.
- Every one of the non-credit FYE TOP classes have more than doubled in registered students. This was because of changes in advertising to students, enrollment processes, and partnerships on campus.
- The TRIO SSS TOP APR was submitted, and the program met every single one of its objectives for last year.
- The grant application for the next five-year grant cycle for Upward Bound will be submitted by January 31, 2022.

Challenges:

- Staff turnover and low number of applicants for positions.
- Working to ensure effective communication and response time for students and staff when some faculty and staff are working remotely.
- Continue to work to find the best way to share information with students for campus engagement and contact those with Early Alerts around academic performance.
- Returned ARPA checks during 202220 that were sent to students who were not actually attending due to students not being dropped for non-attendance.

Tactical Projects Update:

- Admissions is utilizing the texting platform as another way to connect with new students to welcome them as a Riverhawk and help them with next steps. Prospective students love this form of communication.
- Making progress toward redesigning the application, both online and paper, to include the nine houses.
- Financial Aid is working with IT to begin the process toward automating part of the Financial Aid Process.
- Developed better report to determine which students have Student Education Plans on file.
- Started transfer group to cover key transfer issues and continue to ensure Flightpaths are developed and clear for students.
- Both the summer and fall admissions conversion rate is higher than 19-20 year.

**OFFICE OF BUSINESS SERVICES
QUARTERLY BOARD REPORT
January 2022
Natalya Brown, Chief Financial Officer**

Key Priorities:

Enhance the College's sustainability by fostering fiscally responsible environment supported by data-driven decision making.

Strengthen quality, efficiency, and effectiveness of Business Service operations.

- **Major Successes:**

- UCC has received a "clean" audit for FY21 in spite of pandemic challenges and staff shortages. The College was awarded Certificate of Achievement for Excellence in Financial Reporting by Government Finance Officers Association (GFOA) for the fourth time in a row.
- Accounting and Finance department improved processes with third-party billings, student appeals and identifies areas for improvement in accounts payable, accounts receivable, credit card reconciliation, and student accounts.
- Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Umpqua Community College, for its Annual Budget for the fiscal year beginning July 01, 2021. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device. This is the first year the College received this award.

- **Challenges:**

- Staff shortages due to turnover, retirements and illness have been impacting operations of the division.
- A number of training materials have been created but implementation is delayed due to transition to Laserfiche and DocuSign

- **Tactical Projects update:**

- The College improved its financial position for FY21 due to conservative budgeting and the infusion of the federal dollars through HEERF.
- The Store implemented Verba VitalSource E-books. This solution allows students to save up to 80% on electronic course materials.
- In collaboration with Information Technology, the office implemented several robots to help with operational efficiencies. Other projects are in process pending Laserfiche transition.
- The IDEAL Committee continues to work toward an inclusive campus culture. The WebSite and Resources Page is now linked to Student Resources and our goal for the upcoming year is to move this even more "front and center" on the Web and with our outreach to the broader local community.
- Purchasing completed staff training materials on high priority topics.

OFFICE OF HUMAN RESOURCES
QUARTERLY BOARD REPORT
February 2022
Kelley Plueard, Director of Human Resources

PAYROLL: Yvonne Hernandez, Payroll Manger

Major Successes/Challenges:

Payroll prepared 553 W-2s for 2021 which is approximately 5% less than 2020. Also, working in conjunction with Sue Cooper, Systems & Benefits Coordinator, Payroll processed retroactive payments for the bargaining ratifications and adjusted medical deductions. This huge challenge was accomplished. It was rewarding to give employees the retroactive pay prior to the holidays.

EMPLOYEE RECRUITMENT: Lisa Cram, HR/Payroll Assistant; Daniel Magana, HR Generalist

Major Successes:

The number of applications being received is increasing. In January, Human Resources received 133 applications for open positions; this is a 68% increase from the same time-frame last year. Since October 1, there have been 331 applications received which is a 2% increase from the same time frame last year.

Major Challenges:

There are many open positions yet to be filled. Current number of Full-time positions open: Administrator 8, Classified 15, Faculty Full-time – 1, and various part-time openings

COMPLAINEE: Compliance Officer, Mary Flaherty

Major Successes:

- Annual Training plan sent out to Administrators for distribution to direct reports.
 - Canvas Course “UCC Employee Training 2021” covers: Prohibition Against Sexual Harassment under Title IX, Prohibition Against Discrimination, Harassment & Retaliation, and Mandatory Reporting of Child Abuse. 114 out of 399 successfully completed; 160 invitations not accepted.
 - SafeColleges trainings include: Heat Illness Prevention; Drug Free Workplace; General Ethics in the Workplace. Under 50% completion except for Heat Illness Prevention by Administrators (95%; only 2 out of 34 not complete).

Challenges:

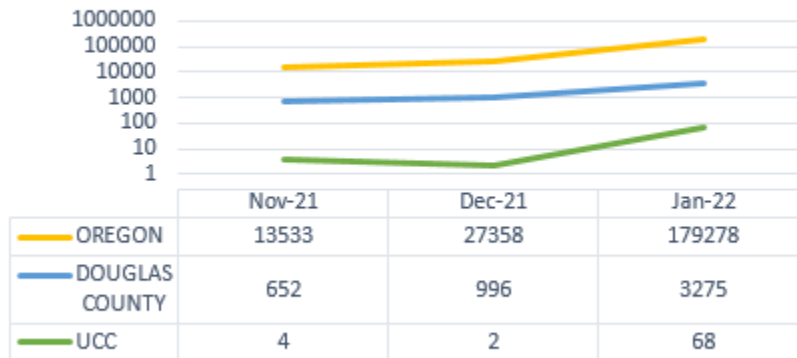
- Completion rates are low on assigned trainings, but due dates have not yet passed.

COVID 19 UPDATE: Keri Case, Pandemic Coordinator

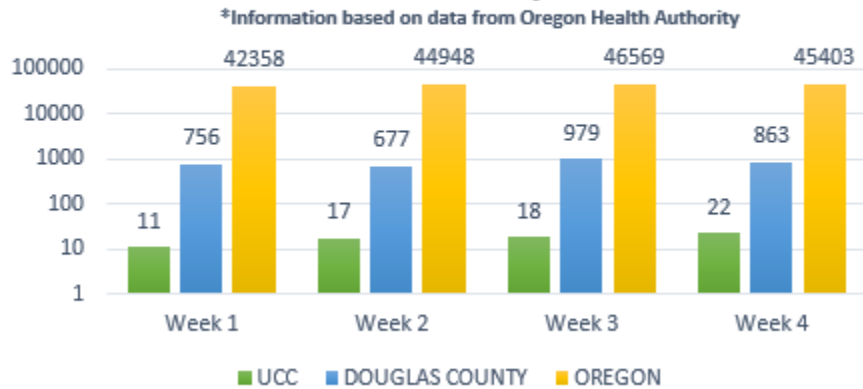
Status of Numbers, so far, for January; with comparisons to November and December

Numbers based on information from OHA, DPHN and WHO. Sources as of Thursday, January 27, 2022, 7:00 pm.

Monthly COVID Cases



**Weekly COVID Cases
January**



TACTICLE PLAN UPDATE:

- New Employee Online Orientation Canvas course has been up and running; 31 out of 48 successfully completed; 13 invitations not accepted
 - Maintenance of New Employee Online Orientation course is problematic as Tech connection left UCC
- Selection Committee Training redesign is underway
- FERPA training project is in process
- ADA/Accessibility course redesign is underway

OFFICE OF INFORMATION TECHNOLOGY
QUARTERLY BOARD REPORT
January 2022
Tim Hill, Director of Information Technology

- **Major Successes:**
 - The training and rollout of faculty and staff laptops, transition to VDI, and the upgrade to Microsoft 365 is 100% complete.
 - We created a BOT for financial aid that is used to post student credits to over 1700 students without requiring human intervention and without errors. This allowed the financial aid staff to focus on students instead of manually posting the transactions.
 - We kicked off the digital transformation project completing 42 hours of listening sessions, creation of a steering committee, and initial planning schedule.

- **Challenges:**
 - The Banner 9 and single sign-on project has been delayed until summer break due to impact to students and possible confusion. This will also allow us to only have one change period for the students instead of one for Banner 9 and a second change period for their student email.
 - Microsoft 365 in the cloud has delayed its support for multiple email addresses UCC uses to a single exchange service. (Example: xxx@umpqua.edu and xxx@student.umpqua.edu) As a result we have delayed the student portion of the transition to June 2022 after Microsoft completes support for this configuration. Currently evaluating moving students to xxx@umpqua.edu email addresses.

- **Tactical Projects update:**
 - Classroom & office without barriers has been completed. We have migrated staff to VDI's and laptops, along with migrating all non-student email to Microsoft 365 in the cloud. All 28 of the smart classrooms were used during Fall term and again in Winter term allowing students to take classes synchronously from a remote location or in the classroom face to face. Each instructor that required additional assistance with the technology in the smart classroom was assigned an assistant for Fall term, but the faculty decided it was not required in Winter term.
 - Enhance efficiency and accuracy projects have also moved into implementation phase. We implemented the HR, Finance, workforce training, and student services to improve efficiencies and increase our paperless workflow. Additional changes may be required as this migrates from a pilot to full production.
 - Same day posting and registration for CWT has started, and the accounting portion is in production. We completed the testing the registration component and continue to test the new student identification portion of the project.
 - Single identity access projects are still delayed, but the vendor technical issues have been resolved. Due to the amount of time delay by the vendor and to remain on support with other vendors we shifted the development resources to upgrading some of our infrastructure and will implement the Banner 9 and single sign-on during the summer break.

OFFICE OF FACILITIES AND SECURITY
QUARTERLY BOARD REPORT
1/22
Jess Miller / Director of Facilities and Security

- **Major Successes:**

- Completion of two construction projects
 - Jackson Hall – Renovation of classroom spaces into “smart classroom – High Flex model” spaces for the improvement of program delivery for students.
 - Lockwood Hall – Renovation and enhancement of each program and expansion of apprenticeship and machining to create an inclusive vocational experience for our students.
- HVAC upgrades continue – We continue our efforts to modernize the control system to the HVAC systems on campus. While in the process of working on Jackson Hall and Lockwood Hall, we incorporated control systems into the overall project, taking advantage of contractors already on site in order to reduce cost. Administration was also completed. This also allowed us to reduce our goal of having upgrades completed by 2029 to 2028.
- We have continued to work on sagging roofs but reenforcing the second half of CWT (previous work completed in 2020). There are five more buildings on campus that need completed. (WCH, WH, ESB, JH, and PE)
- Landslide project has been completed at which time PP&L was able to improve infrastructure for campus support.

- **Challenges: To coincide with the list above:**

- Although very happy with the final result, this project was challenged with scope creep and severe escalation due to construction costs.
- HVAC - NA
- The challenge to the sagging roofs is more of a concern related to making repairs to a system that ultimately needs replaced.
- Landslide project a couple months after completion has begun to settle. Engineering design team were brought to campus to review implications and we’re in the process of monitoring ground movement. First reports indicate the ground is settling and not shifting and the assessment at this time states no danger of a recurring slide. The college is using an abundance of caution.
- Facilities Performance Indicators (FPI) and Dude Solutions software and data entry for support has been a challenge and difficulty to reach the program’s potential.

- **Tactical Projects update:**

- Continue to work on FPI and Dude Solutions for preventative maintenance planning and workflow processes as well as capital forecasting. (see “challenges” as well)
- Successful completion of Academic assessment needs. This has been a collective approach as we continue to work on an academic plan. Needs assessments performed by AC, SLT and President.
- We look to continue targeted training related to campus safety. The Chief of Security is being performed by the Director in the interim however we’re close to filling the position and will be able to continue our efforts toward improved safety training.

OFFICE OF COMMUNICATIONS AND MARKETING
QUARTERLY BOARD REPORT
Feb. 9, 2021
Suzi Pritchard, Communications & Marketing Director

- **Major Successes (past 4 months):**
 - umpqua.edu website template updated for improved clarity and usability
 - Established intranet website to enable internal communications. Launched success story campaign, Ask Me About UCC
 - 22 videos produced (10 program centric, 11 success, holiday)
 - Transform Your Life brand awareness campaign activation: 30 sec. TV/OTT/Youtube commercial, 15 billboard
 - Advertising: Nursing Awareness, Truck-driving recruitment, Undergraduate enrollment
 - Mailing: Community Connection (Fall, Winter), to 50k homes in Douglas County
 - Events promotions, music, arts, wine: LED board, posters, community event calendars, Facebook/Instagram promotions
 - The Art Gallery promotions: news, social media & postcard promotion drives new visitors after being closed for over 18 months
 - Publicity: UCC promoted in TV – 17 spots, radio – 5 spots, news stories - 15 (not including athletics or PSAs)
 - Social media: @UCCPresPokrandt Facebook account started: 257 followers

- **Challenges:**
 - Limited marketing staff bandwidth challenges: correct, professional content on the website
 - Website needs a software upgrade that requires additional resources
 - Tactical Plan identifies projects that require additional resources

- **Tactical Projects update (2020-2021 Pre-Director of Comms and Marketing Report Out):**
 - Website and marketing materials delivered to support 9 academic houses in 9 different colors
 - Website: reviewed and reset plan for improvements for 2022-2023

<p style="text-align: center;">BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</p>	<p><input checked="" type="checkbox"/> Information Item</p> <p><input type="checkbox"/> Action Item</p>
<p>Subject: Financial Report for FY 2021-22</p>	<p>Date: February 9, 2022</p>
<p>Natalya Brown, CFO, will present financial reports for fiscal year 2021-22, ending December 31, 2021.</p>	
<p>Recommendation by:</p> <p><i>N. Brown</i></p>	<p>Approved for Consideration:</p> <p><i>Debra Blusardt</i></p>

<p style="text-align: center;">BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</p>	<p style="text-align: center;">___ Information Item</p> <p style="text-align: center;">__X__ Action Item</p>
<p>Subject: Resolution #13, Transfer of Appropriation</p>	<p>Date: February 9, 2022</p>
<p>This is a resolution to transfer appropriation in the General Fund.</p> <p>A transfer of appropriation from General Fund Contingency to General Fund Instruction, Instructional Support, Student Services and College Support Services is required to ensure sufficient budget for expenses resulting from labor negotiations, employee investment payments, and operational requirements.</p>	
<p>Recommendation by:</p> <p style="text-align: center;"><i>N. Brown</i></p>	<p>Approved for Consideration:</p> <p style="text-align: center;"><i>Debra Blusardt</i></p>

UMPQUA COMMUNITY COLLEGE
Resolution No. 13 - FY 21-22
Transfer of Appropriation

WHEREAS, the provisions of ORS 294.463 (2) allow for the transfer from Contingency to another existing appropriation, and


NOW, THEREFORE BE IT RESOLVED, that the Board of Education at Umpqua Community College hereby adopts this resolution to transfer appropriations from General Fund Contingency to Instruction, Instructional Support, Student Services and College Support Services in the total amount of \$1,041,891.

	General Fund		
	21-22 Budget Through Resolution 12	Adjustment	21-22 Budget Through Resolution 13
REVENUES:	\$ 31,555,722	\$ -	\$ 31,555,722
EXPENDITURES:			
Instruction	\$ 8,996,257	\$ 454,010	\$ 9,450,267
Instruction Support	1,768,941	108,857	1,877,798
Student Services	2,896,905	156,410	3,053,315
College Support Services	7,232,911	322,614	7,555,525
Financial Aid	949,430	-	949,430
Transfers	3,075,374	-	3,075,374
Contingency	\$ 1,492,222	(1,041,891)	450,331
Reserves	\$ 5,143,682	-	5,143,682
TOTAL	\$ 31,555,722	\$ -	\$ 31,555,722

ADOPTED: FEBRUARY 9, 2022

Clerk of the Board

UCC Board Chair

<p style="text-align: center;">BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</p>	<p style="text-align: center;">___ Information Item <u>X</u> Action Item</p>
<p>Subject: UCC District Zone Map - updated</p>	<p>Date: February 9, 2022</p>
<p>Chair Loosley will present a revised map of the Umpqua Community College District zones. Board approval of the map is requested.</p> <p>The zone map has been updated per ORS 341.327 which requires “zones be as nearly equal in population as possible according to the last federal census.”</p>	
<p>Recommendation by:</p>	<p>Approved for Consideration: </p>