

# UMPQUA COMMUNITY COLLEGE

*Umpqua Community College transforms lives and enriches communities.*

Executive Session at 4:00 p.m. per ORS 192.660(2)(d) to conduct deliberations with a person designated by the governing body to carry on labor negotiations

## VOL. LV, No. 14 BOARD OF EDUCATION MEETING

June 9, 2021; 4:30 p.m.

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

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### AGENDA

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#### MEMBERS:

Steve Loosley, Chair \_\_\_\_\_  
Guy Kennerly, V. Chair \_\_\_\_\_  
Doris Lathrop \_\_\_\_\_  
David Littlejohn \_\_\_\_\_

Randy Richardson \_\_\_\_\_  
Erica Mills \_\_\_\_\_  
Twila McDonald \_\_\_\_\_

#### ADMINISTRATION:

Debra Thatcher \_\_\_\_\_  
Kacy Crabtree \_\_\_\_\_

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#### I. CALL TO ORDER

Chair Loosley

#### II. ATTENDANCE

Chair Loosley

#### III. CITIZEN COMMENTS

The Board values input from citizens of the Umpqua Community College District. Due to Oregon Executive Order 20-12 the Board of Education meeting will be conducted online. Public comments may be submitted to [robynne.wilgus@umpqua.edu](mailto:robynne.wilgus@umpqua.edu) up until the start of the meeting and they will become part of the record. Please include your name, address, and city of residence. The Board may not respond directly to issues raised but refer those issues to the President for appropriate action.

#### IV. CONSENT AGENDA

Chair Loosley pp 1

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.

#### V. CHANGES TO THE AGENDA



Chair Loosley

|              |   |                                |                |
|--------------|---|--------------------------------|----------------|
| <b>VI.</b>   | <b>REPORTS</b>  |                                | <b>p 10</b>    |
|              | <b>A. Standing Reports</b>                            |                                |                |
|              | 1. ASUCC Report                                       | Jesika Barnes, ASUCC President |                |
|              | 2. OCCA Report  | Doris Lathrop                  |                |
|              | 3. President's Report                                 | Debra Thatcher, President      |                |
|              | <b>B. Informational Report</b>                        |                                |                |
|              | 1. Enrollment Report                                  | Missy Olson                    |                |
| <b>VII.</b>  | <b>OLD BUSINESS</b>                                   |                                |                |
| <b>VIII.</b> | <b>NEW BUSINESS</b>                                   |                                |                |
|              | <b>A. First Reading of Policies</b>                   | Debra Thatcher                 | <b>p 11</b>    |
|              | <b>B. Administrative Procedures Review</b>            | Debra Thatcher                 | <b>p 12</b>    |
|              | <b>C. Resolution No. 18 Adopting the Budget</b>       | Natalya Brown                  | <b>p 13-16</b> |
| <b>IX.</b>   | <b>ORGANIZATION</b>                                   | Chair Loosley                  |                |
|              | <b>A. Election of Chair for 2021-22</b>               |                                |                |
|              | <b>B. Election of Vice Chair for 2021-22</b>          |                                |                |
|              | <b>C. Election of OCCA Representative for 2021-22</b> |                                |                |
| <b>X.</b>    | <b>BOARD COMMENTS</b>                                 | Chair Loosley                  |                |
| <b>XI.</b>   | <b>ADJOURNMENT</b>                                    | Chair Loosley                  |                |

**UPCOMING MEETINGS:**

- Board Retreat, August 26, 1:00 – 5:00 p.m.
- Regular Board Meeting, September 8, 4:30 p.m.

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

|  |   |   |        |   |     |                      |     |                                       |     |  |     |                            |     |
|--|---|---|--------|---|-----|----------------------|-----|---------------------------------------|-----|--|-----|----------------------------|-----|
| <p style="text-align: center;"><b>BOARD OF EDUCATION<br/>UMPQUA COMMUNITY COLLEGE<br/>DOUGLAS COUNTY, OREGON</b></p>   | <p>___ Information Item<br/><u>X</u> Action Item</p>  |   |        |   |     |                      |     |                                       |     |  |     |                            |     |
| <p>Subject: Consent Agenda</p>   | <p>Date: June 9, 2021</p>   |   |        |   |     |                      |     |                                       |     |  |     |                            |     |
| <p><b>Recommend approval of:</b></p> <table><tr><td>1. Minutes of College Board Meeting of May 12, 2021</td><td>pp 1-4</td></tr><tr><td>2. Minutes of College Board Meeting of May 26, 2021</td><td>p 5</td></tr><tr><td>3. Personnel Actions</td><td>p 6</td></tr><tr><td>4. Resolution #19 Interfund Borrowing</td><td>p 7</td></tr><tr><td>5. Resolution #20 Establishing Clerk, Deputy Clerk, and Budget Officer</td><td>p 8</td></tr><tr><td>6. Second Reading Policies</td><td>p 9</td></tr></table> |   | 1. Minutes of College Board Meeting of May 12, 2021 | pp 1-4 | 2. Minutes of College Board Meeting of May 26, 2021 | p 5 | 3. Personnel Actions | p 6 | 4. Resolution #19 Interfund Borrowing | p 7 | 5. Resolution #20 Establishing Clerk, Deputy Clerk, and Budget Officer | p 8 | 6. Second Reading Policies | p 9 |
| 1. Minutes of College Board Meeting of May 12, 2021  | pp 1-4  |   |        |   |     |                      |     |                                       |     |  |     |                            |     |
| 2. Minutes of College Board Meeting of May 26, 2021  | p 5   |   |        |   |     |                      |     |                                       |     |  |     |                            |     |
| 3. Personnel Actions   | p 6   |   |        |   |     |                      |     |                                       |     |  |     |                            |     |
| 4. Resolution #19 Interfund Borrowing  | p 7   |   |        |   |     |                      |     |                                       |     |  |     |                            |     |
| 5. Resolution #20 Establishing Clerk, Deputy Clerk, and Budget Officer   | p 8   |   |        |   |     |                      |     |                                       |     |  |     |                            |     |
| 6. Second Reading Policies   | p 9   |   |        |   |     |                      |     |                                       |     |  |     |                            |     |
| <p>Recommendation by:</p>   | <p>Approved for Consideration:</p>  |   |        |   |     |                      |     |                                       |     |  |     |                            |     |

**UMPQUA COMMUNITY COLLEGE  
BOARD MINUTES  
May 12, 2021**

The Umpqua Community College Board of Education met on May 12, 2021, via Zoom conferencing; the meeting was live-streamed on Facebook. Board Chair Loosley called the meeting to order at 4:34 p.m. The meeting opened with a formal budget hearing. A letter was read from Joe Ross advocating on behalf of theatre and arts programs. There were no additional comments; the regular meeting began at 4:38 p.m.

**Directors present:**

Guy Kennerly, Doris Lathrop, David Littlejohn, Steve Loosley, Twila McDonald, and Erica Mills

**Director excused:** Randy Richardson

**Others present:** Deb Thatcher, Robynne Wilgus, Kacy Crabtree, Natalya Brown, Tim Hill, Chase Gilley, Jess Miller, Rachel Pokrandt, Rob Bullock, Mick Davis, Cam Preus, Carol Samuels, Facebook live-stream

**Citizen Comments:** There were none.

**Changes to the agenda:** Guest presenters were moved to the top of the agenda: Cam Preus, Mick Davis, Rob Bullock, Carol Samuels. An additional topic, Item D. Slide Repair, was added to Old Business.

**CONSENT AGENDA**

1. Minutes of College Board Meeting of April 14, 2021
2. Minutes of College Board Meeting of April 16, 2021
3. Minutes of College Board Meeting of April 26, 2021
4. Minutes of Budget Committee Meeting of April 8, 2021
5. Personnel Actions
6. Resolution #14 Increase Appropriation
7. Resolution #16 Increase Appropriation
8. Second Reading Policies

| Old #  | New # | Title  |
|--------|-------|--|
| N/A    | 2510  | College Governance   |
| 203    | 3820  | Gifts, Donations, and Fundraising                          |
| 700.02 | 5014  | Admissions to Special Programs                             |
| 719    | 5532  | Institutional Records of Student Complaints and Grievances |

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

**PRESENTATION**

Dr. Lawrence (Mick) Davis presented a video report about his spring term 2020 sabbatical project, *Quantitative Assessment of Open Educational Resource (OER) Materials and Pedagogy Effectiveness*.

## REPORTS

- **ASUCC – Jesika Barnes, President:** No report.
- **President – Debra Thatcher, Ph.D.:** Various highlights from a written report were shared including the Senior Leadership Team reports, campus community engagement, an enrollment update, athletics, and commencement.
- **Accreditation – Jana Pierce, Director of Institutional Effectiveness:** The written report provided highlights of the half-year cycle (January to May 2021) in the 2016-2023 accreditation cycle and challenges looking forward to reaffirmation in 2023.
- **Oregon Community College Association (OCCA) – Cam Preus, Executive Director:** The OCCA update included efforts on lobbying for a \$702 million state community college budget, promoting career and technical education, participating in a national legislative summit, and the recent development of a racial equity statement.

## OLD BUSINESS

Board policy #3825 Public Art was presented for a second reading. Modifications to the associated administrative procedure (3825AP) were shared to address concerns expressed in the previous Board meeting.

**MOTION:**        **I move to approve the second reading of Policy 3825, as presented. Motion by Dir. Mills, seconded by Dir. McDonald, and unanimously approved.**

President Thatcher provided an overview of the policies presented for a first reading:

| Old #  | New # | Title                              |
|--------|-------|------------------------------------|
| 607    | N/A   | Safety - delete                    |
| N/A    | 3300  | Public Records                     |
| N/A    | 6250  | Budget Management                  |
| N/A    | 6335  | Departmental Supply Purchases      |
| 311.03 | 6450  | Wireless or Cellular Telephone Use |
| N/A    | 6530  | Use of College Vehicles            |
| 406    | 6830  | Integrated Pest Management         |

In discussion, attention was brought to 4850 AP Student News Media, item E.4 as containing subjective language. The concern will be shared with the document author; the document will be brought back to the Board.

### **Resolution No. 15 – Issuance of Pension Bond Obligations**

Natalya Brown, Chief Financial Officer, requested Board approval of Resolution No. 15 Issuance of Pension Bond Obligations. The resolution will authorize participation in the Oregon Community College Districts Bond program; authorize a Full Faith and Credit Pension bond and related Full Faith and Credit Pension obligations, to be issued in one or more series. Following up from the March Board presentation, Carol Samuels answered questions and affirmed the College will still have an opportunity to decline right before the bonds are sold. The next steps of the process were reviewed. The sale is scheduled for August 11. Board discussion evaluated the option of choosing a higher interest rate from the stated 3.5%.

**MOTION:** I move to approve Resolution No. 15 with the understanding that true interest cost as stated in Section 2.4 be changed to not more than 4.00% per annum, as presented. Motion by Dir. Kennerly, seconded by Dir. Littlejohn, and unanimously approved.

#### **NEW BUSINESS**

Fire Chief Rob Bullock presented a proposal for a partnership between Fire District No. 2 and UCC to build a fire station that would provide training and housing opportunities for UCC Fire Science students. A slide presentation was reviewed. The preliminary stages of research and budget development for the project are currently in progress. A steering committee is being formed, the Treven Anspach Memorial Fire Station Steering Committee, and they will be happy to provide updates to the Board when requested. Douglas County Fire District #2 and UCC's Department of Health & Emergency Services request Board of Education endorsement to investigate the potential for building a fire station that would house UCC Fire Science students.

**MOTION:** I move to support the further explorations of a partnership with Fire District No. 2 to investigate the potential logistics and feasibility of constructing a fire station, as presented. Motion by Dir. Mills, seconded by Dir. Kennerly, and unanimously approved.

Jess Miller, Director of Facilities and Security, reviewed the bidding process for landslide repairs to the north parking lot. Three responsible bids were submitted and reviewed by a committee. There was a unanimous decision to select the lowest bid in the amount of \$598,876. Board approval is requested to approve the notice of award to Basco Logging. There will be an allowance of time for protest and then a request will come to the Board for approval to submit a contract.

**MOTION:** I move to approve the notice of award to Basco Logging for \$598,876 for landslide repairs to the north parking lot, as presented. Motion by Dir. Littlejohn, seconded by Dir. Kennerly, and unanimously approved.

#### **Resolution No. 17 – Honoring Dr. Debra Thatcher, President**

In recognition of her service to Umpqua Community College, the Board of Directors presented President Thatcher with Resolution No. 17 which recognized her many accomplishments over the past five years. President Thatcher was thankful for the Board support, the collaborative efforts of many in the campus community, and wished success to Dr. Rachel Pokrandt.

#### **Board Comments**

Appreciation was extended to President Thatcher.

Meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Approved,

Debra H. Thatcher, Ph.D.  
Secretary of the Board

Steve Loosley  
Chair of the Board

Recorded by Robynne Wilgus

Attached to the permanent minutes:

Personnel Actions

Res. #'s. 14, 15, 16, & 17

2<sup>nd</sup> Reading Policies: 2510, 3820, 5014, 5532

1<sup>st</sup> Reading Policies: 607, 3300, 6250, 6335, 6450, 6830

**UMPQUA COMMUNITY COLLEGE  
BOARD MINUTES  
May 26, 2021**

The Umpqua Community College Board of Education held a special meeting on May 26, 2021, via Zoom conferencing; the meeting was live-streamed on Facebook. Board Chair Loosley called the meeting to order at 12:00 p.m.

**Directors present:**

Guy Kennerly, Doris Lathrop, David Littlejohn, Steve Loosley, Twila McDonald, and Randy Richardson

**Director excused:** Erica Mills

**Others present:** Natalya Brown, Jess Miller, Robynne Wilgus, Chase Gilley, and Facebook Live-Stream

**Changes to the agenda:** There were none.

Natalya Brown, Chief Financial Officer, presented the request for the Board of Education to review and approve the contract with Basco Logging, Inc. to repair the landslide in the north parking lot. Basco was the lowest responsive and responsible bidder to Formal Solicitation, (Invitation to Bid), #ITB-FAC-2021-01; their bid is for \$598,876.00. The work is expected to begin during the week of June 14, 2021, with substantial completion by 9/03/2021 and final completion no later than 9/17/2021. In discussion, the Board suggested removing “not to exceed” language in the contract.

**MOTION:**        **I move to award Basco Logging, Inc. with the contract for \$598,867.00 to repair the north parking lot landslide, as presented. Motion by Dir. Kennerly, seconded by Dir. Littlejohn. The motion was approved.**

There were no Board comments.

Meeting adjourned at 12:07 p.m.

Respectfully submitted,

Approved,

Debra H. Thatcher, Ph.D.  
Secretary of the Board

Steve Loosley  
Chair of the Board

Recorded by Robynne Wilgus

Attached to the permanent minutes:

ITB-FAC-2021-01 Owner/Contractor Agreement for Public Improvements North Parking Lot Landslide Repair





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*Serving Douglas County Since 1964*

TO: UCC Board of Education  
FROM: Kelley Plueard, Director of Human Resources  
SUBJECT: Personnel Actions  
DATE: June 9, 2021

Board approval is requested on the following personnel actions:

**Administrative Contracts:**

Thomas Tylee, Director of Woolley Adult Education Center – Effective June 1, 2021

**Faculty Contracts:**


N/A


**Resignations/Separations**


N/A


|   |  |
|---|--|
| <p><b>BOARD OF EDUCATION<br/>UMPQUA COMMUNITY COLLEGE<br/>DOUGLAS COUNTY, OREGON</b></p>  | <p><input type="checkbox"/> Information Item<br/><input checked="" type="checkbox"/> Action Item</p> |
| <p>Subject: Resolution #19, Interfund Borrowing for fiscal year 2021-2022</p>   | <p>Date: June 9, 2021</p>  |
| <p>Board approval is requested to permit short term use of funds belonging to one fund by another fund for the 2021-2022 fiscal year. By the end of the fiscal year all accounts are to be in a positive cash position.</p> |  |
| <p>Recommendation by:<br/><br/><i>N. Brown</i></p>  | <p>Approved for Consideration:<br/><br/><i>Debra Thatcher</i></p>                                    |

|   |  |
|---|--|
| <p><b>BOARD OF EDUCATION<br/>UMPQUA COMMUNITY COLLEGE<br/>DOUGLAS COUNTY, OREGON</b></p>  | <p><input type="checkbox"/> Information Item<br/><input checked="" type="checkbox"/> Action Item</p> |
| <p>Subject: Resolution #20, Establishing Clerk, Deputy Clerk, and Budget Officer</p>  | <p>Date: June 9, 2021</p>  |
| <p>Board approval is requested to designate Dr. Rachel Pokrandt as the Clerk of the Board and Natalya Brown as the Deputy Clerk and Budget Officer for the 2021-2022 fiscal year.</p> |  |
| <p>Recommendation by:</p> <p><i>N. Brown</i></p>  | <p>Approved for Consideration:</p> <p><i>Debra Hatcher</i></p>                                       |

| <b>BOARD OF EDUCATION<br/>UMPQUA COMMUNITY COLLEGE<br/>DOUGLAS COUNTY, OREGON</b>  | <input type="checkbox"/> Information Item<br><br><input checked="" type="checkbox"/> Action Item                    |   |                        |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
|--|---|---|------------------------|--------------|------------------------|-----|-----|-----------------|---|-----|------|----------------|---|-----|------|-------------------|---|-----|------|-------------------------------|---|--------|------|-------------------------------------|---|-----|------|-------------------------|---|-----|------|----------------------------|---|--------------|--------------|--------------|------|------|---|
| Subject: Second Reading of Policies  | Date: June 9, 2021  |   |                        |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
| <p><i>The following policies are coming to the Board for a second reading:</i></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Old #</u></th> <th style="text-align: left;"><u>New #</u></th> <th style="text-align: left;"><u>Title</u></th> <th style="text-align: right;"><u>Addendum Page #</u></th> </tr> </thead> <tbody> <tr> <td>607</td> <td>N/A</td> <td>Safety – delete</td> <td style="text-align: right;">1</td> </tr> <tr> <td>N/A</td> <td>3300</td> <td>Public Records</td> <td style="text-align: right;">2</td> </tr> <tr> <td>N/A</td> <td>6250</td> <td>Budget Management</td> <td style="text-align: right;">3</td> </tr> <tr> <td>N/A</td> <td>6335</td> <td>Departmental Supply Purchases</td> <td style="text-align: right;">4</td> </tr> <tr> <td>311.03</td> <td>6450</td> <td>Wireless and Cellular Telephone Use</td> <td style="text-align: right;">5</td> </tr> <tr> <td>N/A</td> <td>6530</td> <td>Use of College Vehicles</td> <td style="text-align: right;">6</td> </tr> <tr> <td>406</td> <td>6830</td> <td>Integrated Pest Management</td> <td style="text-align: right;">7</td> </tr> </tbody> </table> <p>Note: The following policy has been renumbered:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Old #</u></th> <th style="text-align: left;"><u>New #</u></th> <th style="text-align: left;"><u>Title</u></th> </tr> </thead> <tbody> <tr> <td>5014</td> <td>5106</td> <td>Admissions to Special Programs (2<sup>nd</sup> reading on 5/12/2021)</td> </tr> </tbody> </table> <p><i>See 2<sup>nd</sup> reading policies addendum packet</i></p> |   | <u>Old #</u>  | <u>New #</u>           | <u>Title</u> | <u>Addendum Page #</u> | 607 | N/A | Safety – delete | 1 | N/A | 3300 | Public Records | 2 | N/A | 6250 | Budget Management | 3 | N/A | 6335 | Departmental Supply Purchases | 4 | 311.03 | 6450 | Wireless and Cellular Telephone Use | 5 | N/A | 6530 | Use of College Vehicles | 6 | 406 | 6830 | Integrated Pest Management | 7 | <u>Old #</u> | <u>New #</u> | <u>Title</u> | 5014 | 5106 | Admissions to Special Programs (2 <sup>nd</sup> reading on 5/12/2021) |
| <u>Old #</u>   | <u>New #</u>  | <u>Title</u>  | <u>Addendum Page #</u> |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
| 607  | N/A   | Safety – delete   | 1                      |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
| N/A  | 3300  | Public Records  | 2                      |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
| N/A  | 6250  | Budget Management   | 3                      |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
| N/A  | 6335  | Departmental Supply Purchases   | 4                      |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
| 311.03   | 6450  | Wireless and Cellular Telephone Use                                   | 5                      |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
| N/A  | 6530  | Use of College Vehicles   | 6                      |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
| 406  | 6830  | Integrated Pest Management  | 7                      |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
| <u>Old #</u>   | <u>New #</u>  | <u>Title</u>  |                        |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
| 5014   | 5106  | Admissions to Special Programs (2 <sup>nd</sup> reading on 5/12/2021) |                        |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |
| Recommendation by:   | Approved for Consideration:<br> |   |                        |              |                        |     |     |                 |   |     |      |                |   |     |      |                   |   |     |      |                               |   |        |      |                                     |   |     |      |                         |   |     |      |                            |   |              |              |              |      |      |   |

|   |  |                 |                                |                |                               |                       |                           |                      |  |
|---|--|-----------------|--------------------------------|----------------|-------------------------------|-----------------------|---------------------------|----------------------|--|
| <p style="text-align: center;"><b>BOARD OF EDUCATION<br/>UMPQUA COMMUNITY COLLEGE<br/>DOUGLAS COUNTY, OREGON</b></p>  | <p style="text-align: center;"><u>  X  </u> Information Item<br/><br/><u>      </u> Action Item</p>  |                 |                                |                |                               |                       |                           |                      |  |
| <p>Subject: Reports</p>   | <p>Date: June 9, 2021</p>  |                 |                                |                |                               |                       |                           |                      |  |
| <p>STANDING REPORTS</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">1. ASUCC Report</td> <td style="width: 50%;">Jesika Barnes, ASUCC President</td> </tr> <tr> <td>2. OCCA Report</td> <td>Doris Lathrop, Board Director</td> </tr> <tr> <td>3. President's Report</td> <td>Debra Thatcher, President</td> </tr> </table> <p>INFORMATIONAL REPORTS</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">1. Enrollment Report</td> <td style="width: 50%;">Missy Olson,<br/>Assistant VP Enrollment &amp; Student Services</td> </tr> </table> |  | 1. ASUCC Report | Jesika Barnes, ASUCC President | 2. OCCA Report | Doris Lathrop, Board Director | 3. President's Report | Debra Thatcher, President | 1. Enrollment Report | Missy Olson,<br>Assistant VP Enrollment & Student Services |
| 1. ASUCC Report   | Jesika Barnes, ASUCC President   |                 |                                |                |                               |                       |                           |                      |  |
| 2. OCCA Report  | Doris Lathrop, Board Director  |                 |                                |                |                               |                       |                           |                      |  |
| 3. President's Report   | Debra Thatcher, President  |                 |                                |                |                               |                       |                           |                      |  |
| 1. Enrollment Report  | Missy Olson,<br>Assistant VP Enrollment & Student Services   |                 |                                |                |                               |                       |                           |                      |  |
| <p>Recommendation by:</p>   | <p>Approved for Consideration:</p> <p style="text-align: center;"></p> |                 |                                |                |                               |                       |                           |                      |  |

| <p align="center"><b>BOARD OF EDUCATION<br/>UMPQUA COMMUNITY COLLEGE<br/>DOUGLAS COUNTY, OREGON</b></p>  | <p><input checked="" type="checkbox"/> Information Item</p> <p><input type="checkbox"/> Action Item</p>                 |                              |                        |              |                        |     |      |                              |     |     |      |                 |     |        |      |                  |     |        |      |                              |     |     |      |                            |      |        |      |             |       |     |      |                          |       |
|--|---|------------------------------|------------------------|--------------|------------------------|-----|------|------------------------------|-----|-----|------|-----------------|-----|--------|------|------------------|-----|--------|------|------------------------------|-----|-----|------|----------------------------|------|--------|------|-------------|-------|-----|------|--------------------------|-------|
| <p>Subject: First Reading of Policies</p>  | <p>Date: June 9, 2021</p>   |                              |                        |              |                        |     |      |                              |     |     |      |                 |     |        |      |                  |     |        |      |                              |     |     |      |                            |      |        |      |             |       |     |      |                          |       |
| <p><i>The following policies are coming to the Board for a first reading:</i></p> <table border="1"> <thead> <tr> <th><b>Old #</b></th> <th><b>New #</b></th> <th><b>Title</b></th> <th><b>Addendum Page #</b></th> </tr> </thead> <tbody> <tr> <td>200</td> <td>3960</td> <td>Communications and Marketing</td> <td>1-2</td> </tr> <tr> <td>712</td> <td>4022</td> <td>Course Approval</td> <td>3-4</td> </tr> <tr> <td>720.05</td> <td>4104</td> <td>Reverse Transfer</td> <td>5-6</td> </tr> <tr> <td>720.04</td> <td>4107</td> <td>Second Degree or Certificate</td> <td>7-8</td> </tr> <tr> <td>714</td> <td>4237</td> <td>Continuing Education Units</td> <td>9-10</td> </tr> <tr> <td>720.07</td> <td>4238</td> <td>Credit Hour</td> <td>11-13</td> </tr> <tr> <td>N/A</td> <td>6535</td> <td>Use of College Equipment</td> <td>14-15</td> </tr> </tbody> </table> <p><b><i>See 1<sup>st</sup> Reading Policies addendum packet</i></b></p> |   | <b>Old #</b>                 | <b>New #</b>           | <b>Title</b> | <b>Addendum Page #</b> | 200 | 3960 | Communications and Marketing | 1-2 | 712 | 4022 | Course Approval | 3-4 | 720.05 | 4104 | Reverse Transfer | 5-6 | 720.04 | 4107 | Second Degree or Certificate | 7-8 | 714 | 4237 | Continuing Education Units | 9-10 | 720.07 | 4238 | Credit Hour | 11-13 | N/A | 6535 | Use of College Equipment | 14-15 |
| <b>Old #</b>   | <b>New #</b>  | <b>Title</b>                 | <b>Addendum Page #</b> |              |                        |     |      |                              |     |     |      |                 |     |        |      |                  |     |        |      |                              |     |     |      |                            |      |        |      |             |       |     |      |                          |       |
| 200  | 3960  | Communications and Marketing | 1-2                    |              |                        |     |      |                              |     |     |      |                 |     |        |      |                  |     |        |      |                              |     |     |      |                            |      |        |      |             |       |     |      |                          |       |
| 712  | 4022  | Course Approval              | 3-4                    |              |                        |     |      |                              |     |     |      |                 |     |        |      |                  |     |        |      |                              |     |     |      |                            |      |        |      |             |       |     |      |                          |       |
| 720.05   | 4104  | Reverse Transfer             | 5-6                    |              |                        |     |      |                              |     |     |      |                 |     |        |      |                  |     |        |      |                              |     |     |      |                            |      |        |      |             |       |     |      |                          |       |
| 720.04   | 4107  | Second Degree or Certificate | 7-8                    |              |                        |     |      |                              |     |     |      |                 |     |        |      |                  |     |        |      |                              |     |     |      |                            |      |        |      |             |       |     |      |                          |       |
| 714  | 4237  | Continuing Education Units   | 9-10                   |              |                        |     |      |                              |     |     |      |                 |     |        |      |                  |     |        |      |                              |     |     |      |                            |      |        |      |             |       |     |      |                          |       |
| 720.07   | 4238  | Credit Hour                  | 11-13                  |              |                        |     |      |                              |     |     |      |                 |     |        |      |                  |     |        |      |                              |     |     |      |                            |      |        |      |             |       |     |      |                          |       |
| N/A  | 6535  | Use of College Equipment     | 14-15                  |              |                        |     |      |                              |     |     |      |                 |     |        |      |                  |     |        |      |                              |     |     |      |                            |      |        |      |             |       |     |      |                          |       |
| <p>Recommendation by:</p>  | <p>Approved for Consideration:</p>  |                              |                        |              |                        |     |      |                              |     |     |      |                 |     |        |      |                  |     |        |      |                              |     |     |      |                            |      |        |      |             |       |     |      |                          |       |

| <b>BOARD OF EDUCATION<br/>UMPQUA COMMUNITY COLLEGE<br/>DOUGLAS COUNTY, OREGON</b>   | <input checked="" type="checkbox"/> Information Item<br><br><input type="checkbox"/> Action Item                        |                              |                 |       |                 |     |        |                              |     |     |        |                 |     |        |        |                  |   |     |        |                            |     |        |        |                          |     |       |       |       |        |        |                              |
|---|---|------------------------------|-----------------|-------|-----------------|-----|--------|------------------------------|-----|-----|--------|-----------------|-----|--------|--------|------------------|---|-----|--------|----------------------------|-----|--------|--------|--------------------------|-----|-------|-------|-------|--------|--------|------------------------------|
| Subject: Review of Administrative Procedures  | Date: June 9, 2021  |                              |                 |       |                 |     |        |                              |     |     |        |                 |     |        |        |                  |   |     |        |                            |     |        |        |                          |     |       |       |       |        |        |                              |
| <p><i>The following new or revised administrative procedures are provided as an information item. Per Board Policy 2410, administrative procedures are issued by the President as statements of method for implementation of Board policies. The Board may direct revisions of the administrative procedures if the Board judges that the procedures are inconsistent with Board policies.</i></p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Old #</th> <th style="text-align: left;">New #</th> <th style="text-align: left;">Title</th> <th style="text-align: left;">Addendum Page #</th> </tr> </thead> <tbody> <tr> <td>N/A</td> <td>3950AP</td> <td>Communications and Marketing</td> <td>1-2</td> </tr> <tr> <td>N/A</td> <td>4022AP</td> <td>Course Approval</td> <td>3-4</td> </tr> <tr> <td>720.05</td> <td>4104AP</td> <td>Reverse Transfer</td> <td>5</td> </tr> <tr> <td>714</td> <td>4237AP</td> <td>Continuing Education Units</td> <td>6-7</td> </tr> <tr> <td>307.01</td> <td>6535AP</td> <td>Use of College Equipment</td> <td>8-9</td> </tr> </tbody> </table> <p style="margin-top: 20px;">Note: The following administrative procedure has been renumbered:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Old #</th> <th style="text-align: left;">New #</th> <th style="text-align: left;">Title</th> </tr> </thead> <tbody> <tr> <td>5014AP</td> <td>5106AP</td> <td>Admission to Nursing Program</td> </tr> </tbody> </table> <p style="margin-top: 20px;"><b><i>See administrative procedures review addendum packet</i></b></p> |   | Old #                        | New #           | Title | Addendum Page # | N/A | 3950AP | Communications and Marketing | 1-2 | N/A | 4022AP | Course Approval | 3-4 | 720.05 | 4104AP | Reverse Transfer | 5 | 714 | 4237AP | Continuing Education Units | 6-7 | 307.01 | 6535AP | Use of College Equipment | 8-9 | Old # | New # | Title | 5014AP | 5106AP | Admission to Nursing Program |
| Old #   | New #   | Title                        | Addendum Page # |       |                 |     |        |                              |     |     |        |                 |     |        |        |                  |   |     |        |                            |     |        |        |                          |     |       |       |       |        |        |                              |
| N/A   | 3950AP  | Communications and Marketing | 1-2             |       |                 |     |        |                              |     |     |        |                 |     |        |        |                  |   |     |        |                            |     |        |        |                          |     |       |       |       |        |        |                              |
| N/A   | 4022AP  | Course Approval              | 3-4             |       |                 |     |        |                              |     |     |        |                 |     |        |        |                  |   |     |        |                            |     |        |        |                          |     |       |       |       |        |        |                              |
| 720.05  | 4104AP  | Reverse Transfer             | 5               |       |                 |     |        |                              |     |     |        |                 |     |        |        |                  |   |     |        |                            |     |        |        |                          |     |       |       |       |        |        |                              |
| 714   | 4237AP  | Continuing Education Units   | 6-7             |       |                 |     |        |                              |     |     |        |                 |     |        |        |                  |   |     |        |                            |     |        |        |                          |     |       |       |       |        |        |                              |
| 307.01  | 6535AP  | Use of College Equipment     | 8-9             |       |                 |     |        |                              |     |     |        |                 |     |        |        |                  |   |     |        |                            |     |        |        |                          |     |       |       |       |        |        |                              |
| Old #   | New #   | Title                        |                 |       |                 |     |        |                              |     |     |        |                 |     |        |        |                  |   |     |        |                            |     |        |        |                          |     |       |       |       |        |        |                              |
| 5014AP  | 5106AP  | Admission to Nursing Program |                 |       |                 |     |        |                              |     |     |        |                 |     |        |        |                  |   |     |        |                            |     |        |        |                          |     |       |       |       |        |        |                              |
| Recommendation by:  | Approved for Consideration:<br><br> |                              |                 |       |                 |     |        |                              |     |     |        |                 |     |        |        |                  |   |     |        |                            |     |        |        |                          |     |       |       |       |        |        |                              |

|  |  |
|--|--|
| <p style="text-align: center;"><b>BOARD OF EDUCATION<br/>UMPQUA COMMUNITY COLLEGE<br/>DOUGLAS COUNTY, OREGON</b></p> | <p>___ Information Item</p> <p><u> X </u> Action Item</p>      |
| <p>Subject: Resolution #18, Adopting the Budget</p>  | <p>Date: June 9, 2021</p>                                      |
| <p>The Board is requested to adopt the budget and make appropriations for the 2021-2022 year as presented.</p>       |  |
| <p>Recommendation by:</p> <p><i>N. Brown</i></p>   | <p>Approved for Consideration:</p> <p><i>Debra Hatcher</i></p> |



**UMPQUA COMMUNITY COLLEGE  
RESOLUTION NO. 18**

**ADOPTING THE BUDGET**

BE IT RESOLVED, that the Board of Education of Umpqua Community College hereby adopts the budget for the fiscal year 2021-2022 in the total of \$67,529,109 now on file in the Library of Umpqua Community College, 1140 Umpqua College Road, Roseburg, Oregon and online at <https://www.umpqua.edu/budget-documents>

**BE IT RESOLVED, that the amounts for the fiscal year beginning July 1, 2021, and for the purposes shown below are hereby appropriated:**

|  |                   |                                      |                   |
|--|-------------------|--------------------------------------|-------------------|
| <b>GENERAL FUND</b>  |                   | <b>CAPITAL PROJECTS FUND</b>         |                   |
| Instruction  | 8,996,257         | Facilities Acquisition/ Construction | 1,005,084         |
| Instruction Support  | 1,768,941         | Reserves                             | 302,000           |
| Student Services   | 2,896,905         | <b>Total</b>                         | <b>1,307,084</b>  |
| College Support Services                                   | 7,232,911         |                                      |                   |
| Financial Aid  | 949,430           | <b>DEBT SERVICE FUND</b>             |                   |
| Transfers  | 3,075,374         | Debt Service                         | 1,656,359         |
| Contingencies  | 1,492,222         | Unappropriated End. Fund Balance     | 2,902,373         |
| Reserves   | 5,143,682         | <b>Total</b>                         | <b>4,558,732</b>  |
| <b>Total</b>   | <b>31,555,722</b> |                                      |                   |
| <b>Special Revenue Fund</b>                                |                   | <b>INSURANCE FUND</b>                |                   |
| <b>GRANTS &amp; CONTRACTS</b>                              |                   | College Support Services             | 345,000           |
| Instruction  | 1,145,697         | Contingencies                        | 193,025           |
| Instruction Support  | 735,110           | <b>Total</b>                         | <b>538,025</b>    |
| Community Services   | 100,000           |                                      |                   |
| Student Services   | 2,165,646         | <b>ENTERPRISE FUND</b>               |                   |
| College Support Services                                   | 3,999,614         | Instructional Support                | 43,933            |
| <b>Total</b>   | <b>8,146,067</b>  | Student Services                     | 925,284           |
|  |                   | Community Services                   | 197,371           |
| <b>Special Revenue Fund</b>                                |                   | Contingencies                        | 43,344            |
| <b>ADMINISTRATIVELY RESTRICTED</b>                         |                   | <b>Total</b>                         | <b>1,209,932</b>  |
| Instruction  | 2,643,275         |                                      |                   |
| Instruction Support  | 888,660           | <b>INTERNAL SERVICE FUND</b>         |                   |
| Community Services   | 84,000            | College Support Services             | 85,000            |
| Student Services   | 1,419,564         | Unappropriated End. Fund Balance     | 842,000           |
| College Support Services                                   | 829,426           | <b>Total</b>                         | <b>927,000</b>    |
| Transfers  | 89,000            |                                      |                   |
| Contingencies  | 108,982           | <b>AGENCY FUND</b>                   |                   |
| Reserves   | 552,000           | Student Services                     | 121,553           |
| <b>Total</b>   | <b>6,614,907</b>  | <b>Total</b>                         | <b>121,553</b>    |
|  |                   |                                      |                   |
| <b>FINANCIAL AID FUND</b>                                  |                   |                                      |                   |
| Student Loans and Financial Aid                            | 12,550,087        |                                      |                   |
| <b>Total</b>   | <b>12,550,087</b> |                                      |                   |
|  |                   |                                      |                   |
| <b>TOTAL APPROPRIATIONS ALL FUNDS</b>                      |                   |                                      | 57,787,054        |
|  |                   |                                      |                   |
| <b>Total Unappropriated and Reserve Amounts, All Funds</b> |                   |                                      | 9,742,055         |
| <b>TOTAL ADOPTED BUDGET</b>                                |                   | <b>\$</b>                            | <b>67,529,109</b> |

**Imposing the Tax**

BE IT RESOLVED, that the Board of Education of Umpqua Community College hereby approves the imposed taxes provided for in the adopted budget at the rate of \$0.4551 / \$1,000 of assessed value for operations and that these taxes are hereby imposed and categorized for the tax year 2021-22 upon the assessed value of all taxable property within the district as follows:

**Categorizing the Tax**

| <b>Education Limitation</b> |                    | <b>Excluded from Limitation</b> |
|-----------------------------|--------------------|---------------------------------|
| General Fund:               | \$0.4551 / \$1,000 | -0-                             |

THE ABOVE RESOLUTION STATEMENTS WERE APPROVED AND DECLARED ADOPTED BY THE BOARD OF EDUCATION OF UMPQUA COMMUNITY COLLEGE, DOUGLAS COUNTY, OREGON THIS 9TH DAY OF JUNE 2021.

UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON

By: \_\_\_\_\_  
Clerk of the Board

By: \_\_\_\_\_  
UCC Board Chair

**Summary of Changes**

|   | <b>Approved</b>   | <b>Adjustment</b> | <b>Proposed for<br/>Adoption</b> |
|---|-------------------|-------------------|----------------------------------|
| <b><u>General Fund</u></b>                |                   |                   |                                  |
| <b>Resources</b>                          |                   |                   |                                  |
| Beginning Fund Balance                    | 7,500,000         | 1,000,000         | 8,500,000                        |
| Taxes                                     | 4,245,622         | -                 | 4,245,622                        |
| Interest                                  | 190,000           | -                 | 190,000                          |
| State Support                             | 13,007,916        | -                 | 13,007,916                       |
| Tuition                                   | 4,812,184         | -                 | 4,812,184                        |
| Fees                                      | 535,000           | -                 | 535,000                          |
| Indirect Cost Revenue                     | 140,000           | -                 | 140,000                          |
| Miscellaneous Income                      | 50,000            | -                 | 50,000                           |
| Transfers In                              | 75,000            | -                 | 75,000                           |
| <b>Total Resources</b>                    | <b>30,555,722</b> | <b>1,000,000</b>  | <b>31,555,722</b>                |
| <b>Expenditures</b>                       |                   |                   |                                  |
| Instruction                               | 8,976,545         | 19,712            | 8,996,257                        |
| Instructional Support                     | 1,742,781         | 26,160            | 1,768,941                        |
| Student Services                          | 2,896,905         | -                 | 2,896,905                        |
| College Support Services                  | 6,462,776         | 770,135           | 7,232,911                        |
| Financial Aid - Tuition Waiv.             | 949,430           | -                 | 949,430                          |
| Transfers                                 | 3,075,374         | -                 | 3,075,374                        |
| Contingency                               | 1,351,422         | 140,800           | 1,492,222                        |
| Reserves                                  | 5,100,488         | 43,193            | 5,143,682                        |
| <b>Total Expenditures</b>                 | <b>30,555,722</b> | <b>1,000,000</b>  | <b>31,555,722</b>                |
| <b><u>Administratively Restricted</u></b> |                   |                   |                                  |
| <b>Resources</b>                          |                   |                   |                                  |
| Beginning Fund Balance                    | 1,935,602         | 16,727            | 1,952,329                        |
| Local Revenue                             | 3,689,732         | 157,200           | 3,846,932                        |
| Transfers In                              | 815,646           | -                 | 815,646                          |
| <b>Total Resources</b>                    | <b>6,440,980</b>  | <b>173,927</b>    | <b>6,614,907</b>                 |
| <b>Expenditures</b>                       |                   |                   |                                  |
| Instruction                               | 2,643,275         | -                 | 2,643,275                        |
| Instructional Support                     | 871,933           | 16,727            | 888,660                          |
| Community Services                        | 84,000            | -                 | 84,000                           |
| Student Services                          | 1,262,364         | 157,200           | 1,419,564                        |
| College Support Services                  | 829,426           | -                 | 829,426                          |
| Transfers                                 | 89,000            | -                 | 89,000                           |
| Contingency                               | 108,982           | -                 | 108,982                          |
| Reserves                                  | 552,000           | -                 | 552,000                          |
| <b>Total Expenditures</b>                 | <b>6,440,980</b>  | <b>173,927</b>    | <b>6,614,907</b>                 |

**Grants and Contracts Fund****Resources**

|                        |                   |                    |                  |
|------------------------|-------------------|--------------------|------------------|
| Federal Revenue        | 8,269,723         | (2,416,923)        | 5,852,800        |
| State Revenue          | 1,512,744         | -                  | 1,512,744        |
| Local Revenue          | 780,523           | -                  | 780,523          |
| <b>Total Resources</b> | <b>10,562,990</b> | <b>(2,416,923)</b> | <b>8,146,067</b> |

**Expenditures**

|                           |                   |                    |                  |
|---------------------------|-------------------|--------------------|------------------|
| Instruction               | 1,145,697         | -                  | 1,145,697        |
| Instructional Support     | 735,110           | -                  | 735,110          |
| Community Services        | 100,000           | -                  | 100,000          |
| Student Services          | 2,165,646         | -                  | 2,165,646        |
| College Support Services  | 6,416,537         | (2,416,923)        | 3,999,614        |
| <b>Total Expenditures</b> | <b>10,562,990</b> | <b>(2,416,923)</b> | <b>8,146,067</b> |

**Capital Fund****Resources**

|                        |                  |               |                  |
|------------------------|------------------|---------------|------------------|
| Beginning Fund Balance | 621,644          | 66,440        | 688,084          |
| Local Revenue          | 17,000           | -             | 17,000           |
| Transfers In           | 602,000          | -             | 602,000          |
| <b>Total Resources</b> | <b>1,240,644</b> | <b>66,440</b> | <b>1,307,084</b> |

**Expenditures**

|                                     |                  |               |                  |
|-------------------------------------|------------------|---------------|------------------|
| Facilities Acquisition/Construction | 938,644          | 66,440        | 1,005,084        |
| Reserves                            | 302,000          | -             | 302,000          |
| <b>Total Expenditures</b>           | <b>1,240,644</b> | <b>66,440</b> | <b>1,307,084</b> |

**Financial Aid****Resources**

|                        |                   |               |                   |
|------------------------|-------------------|---------------|-------------------|
| Federal Revenue        | 8,984,323         | 56,764        | 9,041,087         |
| State Revenue          | 1,509,000         | -             | 1,509,000         |
| Local Revenue          | 2,000,000         | -             | 2,000,000         |
| <b>Total Resources</b> | <b>12,493,323</b> | <b>56,764</b> | <b>12,550,087</b> |

**Expenditures**

|                           |                   |               |                   |
|---------------------------|-------------------|---------------|-------------------|
| Financial Aid             | 12,493,323        | 56,764        | 12,550,087        |
| <b>Total Expenditures</b> | <b>12,493,323</b> | <b>56,764</b> | <b>12,550,087</b> |