

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

VOL. LV, No. 8 BOARD OF EDUCATION MEETING
March 10, 2021; 4:30 p.m.

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

AGENDA - REVISED

MEMBERS:

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

Randy Richardson _____
 Erica Mills _____
 Twila McDonald _____

ADMINISTRATION:

Debra Thatcher _____
 Kacy Crabtree _____

I. CALL TO ORDER

Chair Loosley

II. ATTENDANCE

Chair Loosley

III. PLEDGE OF ALLEGIANCE

Chair Loosley

IV. 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 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.

V. CONSENT AGENDA

Chair Loosley

pp 1-5

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 6-12

A. Standing Report

1. ASUCC Report
2. OCCA Report
3. President's Report

Jesika Barnes, ASUCC President
Dir. Lathrop
Debra Thatcher, President

B. Informational Reports

1. Facilities Report

2. Athletics Report

3. Enrollment Report

4. Drug Alcohol Abuse Prevention Program Review

5. 2020-21 Strategic Plan Mid-Year Progress Report

Jess Miller

Craig Jackson

Missy Olson

Kelley Plueard

Jana Pierce

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Strategic Plan Extension

B. First Reading of Policies (*see addendum*)

C. Forestry Fee Increase Proposal

D. PERS Side Account Borrowing

Debra Thatcher

p 13

Debra Thatcher

p 14

Natalya Brown

pp 15-16

Natalya Brown

p 17

X. BOARD COMMENTS

Chair Loosley

XI. ADJOURNMENT

Chair Loosley

UPCOMING MEETING:

- Regular Board Meeting, April 14, 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.

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

Information Item

Action Item

Subject: Consent Agenda

Date: March 10, 2021

Recommend approval of:

- 1. Minutes of College Board Meeting of Feb. 10, 2021 pp 1-3
- 2. Budget Committee Appointments 2020-23 p 4
- 3. Second Reading Policies p 5

Recommendation by:



Approved for Consideration:



**UMPQUA COMMUNITY COLLEGE
BOARD MINUTES
February 10, 2021**

The Umpqua Community College Board of Education met on February 10, 2021, via Zoom conferencing; the meeting was live-streamed on Facebook. Board Chair Loosley called the meeting to order at 4:40 p.m.

Directors present: Guy Kennerly, Doris Lathrop, David Littlejohn, Steve Loosley, Twila McDonald, Erica Mills, and Randy Richardson

Others present:
Deb Thatcher, Robynne Wilgus, Natalya Brown, Tiffany Coleman, Missy Olson, Jana Pierce, and Facebook Live-Stream

Citizen Comments – There were none.

Consent Agenda:

1. Minutes of College Board Meeting of Dec. 9, 2020
2. Minutes of College Board Retreat of Jan. 6, 2021
3. Minutes of College Board Special Meeting of Jan. 15, 2021
4. Personnel Actions
5. Resolution #9, Increase Appropriation
6. Second Reading Policy:

Old #	New #	Title
N/A	3550	Drug Free Environment and Drug Prevention Program

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

Changes to the agenda: The president’s report followed the informational reports.

Introduction: President Thatcher introduced Jana Pierce as the new Director of Institutional Effectiveness. As a published author, instructor, program coordinator, and administrative director of programs for institutions in the Pacific Northwest and California, Jana brings extensive higher education and accreditation experience to UCC. Jana holds an associate of applied (AAS) science degree in Dental Hygiene from Portland Community College (1994), a bachelor of science degree (BS) in Dental Hygiene from Oregon Institute of Technology (2011), and a master of science degree (MS) in Dental Hygiene Education/Public Health from Idaho State University (2017). Current educational pursuit includes a Doctorate of Philosophy of Education with an emphasis on Instructional Design for Online Learning from Capella University.

REPORTS

- **ASUCC – Jesika Barnes, President:** no report
- **OCCA – Dir. Doris Lathrop:** The highlights of the written report were shared. The state legislature is celebrating February as CTE month; this includes special presentations from community colleges. Every 10 years, after the census, the special district boundaries are re-adjusted to be as

equal in population as possible. OPC is looking into an organization to do a population study for this purpose. Boundaries may change before the 2023 election.

- **Facilities – Jess Miller:** The report will be moved to March.
- **Senior Leadership Team:** The informational reports from the President’s direct reports highlight the major work being done on campus. Dir. Lathrop requested more information from Jess about the water leak near the back entrance to the Athletics Complex; this information could include additional costs from the water bill, repairs, etc. President Thatcher provided an overview of responsibilities for the Compliance Officer.
- **EMSI – Tiffany Coleman:** The results from the recent economic impact study were briefly highlighted. The study measures the benefits the College generates in terms of return on investment for students, taxpayers, and society.
- **Financials – Natalya Brown:** The Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position were reviewed. Ms. Brown explained the reasons for notable changes. Enrollment declines are being forecasted across the board for Oregon community colleges. Most likely UCC won’t be impacted unless the College’s enrollment declines more so than other colleges. The full financial report is posted on the Board meeting webpage.
- **Cares Act/CRRSAA Funding – Natalya Brown:** A slide presentation was used to review the variety of funding the College has received and the related expenditures: The Coronavirus Aid, Relief, and Economic Security Act or, CARES Act; Supplemental CARES Act funding; CARES Act Funding FY21 passing through the State of Oregon: GEER Student Support, GEER Distance Learning Support; and The Higher Education Emergency Relief Fund II (HEERF II) that is authorized by the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA) was signed into law on Dec. 27, 2020. Expenditure guidelines are still being issued at this time. A College committee is reviewing institution needs for possible expenditures.
- **President – Debra Thatcher, President:** An overview of CARES Act expenditures was provided. The current spending allowance for CRRSAA includes needs related to COVID and lost revenue from December 2020 – December 2021; the beginning date may change to March 2020. An explanation of strategically investing the funds toward the College’s future was provided should federal guidelines allow. Ongoing SLT discussions about sustaining and strengthening the college have been guided by five principles: students first; strategic plan; trends, patterns, and expectations; capacity; and, excellence. A written report that includes further detail has been posted on the College Board meeting webpage.

Resolution No. 10 – Increase Appropriation

Natalya Brown, Chief Financial Officer, requested Board approval to increase appropriation in the Special Revenue Fund-Grants & Contracts. The College received an award in the amount of \$560,927 from the US Department of Education to provide direct support to students as part of the CRRSAA, 2021; the College also received an award in the amount of \$2,032,469 from the US Department of Education in support of operations during the COVID-19 pandemic as part of the CRRSAA, 2021 .

MOTION: **I move to approve Resolution No. 10 in the amount of \$2,593,396, as presented. Motion by Dir. Lathrop, seconded by Dir. McDonald, and unanimously approved.**

The following policies were presented to the Board for a first reading:

Old #	New #	Title
710.09	Delete	Charges at Ford Childhood Enrichment Center
N/A	3430	Prohibition Against Discrimination, Harassment and Retaliation
N/A	3433	Prohibition of Sexual Harassment under Title IX
N/A	3500	Campus Safety
605	3505	Emergency Response Plan
612.01	3515	Reporting of Crime
700	5052	Open Enrollment
N/A	5055	Enrollment Priorities
N/A	6340	Bids and Contracts
N/A	6550	Disposal of Surplus Property
311; 311.04AP	7130	Employee Compensation
611	7400	Business and Travel Expense

Board Comments

The search committee has selected 16 candidates for the first round of virtual interviews. From that pool 2-4 candidates will be selected for personal interviews which will include virtual open forums. The Board is overwhelmed and humbled by the quality of candidates and grateful for search advisory committee’s service. A more detailed update has been posted to the presidential search webpage.

Appreciation was expressed for those watching the live-stream on Facebook.

Meeting adjourned at 6:10 p.m.

Respectfully submitted,

Approved,

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

Steve Loosley
Chair of the Board

Recorded by Robynne Wilgus

Attached to the permanent minutes:
Personnel Actions
Res. 9, 10
Policy 3550 and first reading policies

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

Information Item

Action Item

Subject: Budget Committee Appointments 2020-23

Date: March 10, 2021

Board approval of the appointment of the following Budget Committee members is requested. Term of appointment is July 2020 through June 2023 (3 years).

Zone 2: Dir. Lathrop recommends accepting the resignation of Sandy Henry and the new appointment of Jacky Sohn

Zone 3: Dir. Littlejohn recommends accepting the resignation of Tom Davidson and the new appointment of Barry Robinson

Zone 5: Dir. Kennerly recommends the re-appointment of Rex Stevens

Zone 6: Dir. Richardson recommends the re-appointment of Joelle McGrorty

Recommendation by:

Approved for Consideration:



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

 X Information Item
 Action Item

Subject: Second Reading of Policies

Date: March 10, 2021

The following policies are coming to the Board for a second reading:

Old #	New #	Title	Addendum Page #
710.09	Delete	Charges at Ford Childhood Enrichment Center	1
N/A	3430	Prohibition Against Discrimination, Harassment and Retaliation	3-7
N/A	3433	Prohibition of Sexual Harassment under Title IX	17-18
N/A	3500	Campus Safety	40
605	3505	Emergency Response Plan	41-42
612.01	3515	Reporting of Crime	47-48
700	5052	Open Enrollment	51
N/A	5055	Enrollment Priorities	53
N/A	6340	Bids and Contracts	56-57
N/A	6550	Disposal of Surplus Property	62
311; 311.04AP	7130	Employee Compensation	70-71
611	7400	Business and Travel Expense	76

Information only:

N/A	2735	Board of Education Member Travel	2
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Last sentence added to reference AP 7400

The associated administrative procedures are being shared as an information item:

Old #	New #	Title	Addendum Page #
N/A	3432	Prohibition against Workplace Harassment – Reporting and Enforcement	8-16
N/A	3433	Prohibition of Sexual Harassment under Title IX	19-20
N/A	3434	Responding to Harassment Based on Sex under Title IX	21-39
605	3505	Emergency Response Plan	43-46
612.01	3515	Reporting of Crime	49-50
N/A	5052	Open Enrollment	52
N/A	5055	Enrollment Priorities	54-55
N/A	6340	Bids and Contracts	58-60
N/A	6365	Contracts – Accessibility of Information Technology	61
N/A	6550	Disposal of Surplus Property	63-65
N/A	7125	Verification of Eligibility for Employment	66-67
302.09	7126	Applicant Background Checks	68-69
311; 311.04AP	7130	Employee Compensation	72-75
611.01	7400	Business and Travel Expense	77-88

See 2nd Reading Policies-Procedures addendum packet

Recommendation by:

Approved for Consideration:



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

 X Information Item

 Action Item

Subject: Reports

Date: March 10, 2021

STANDING REPORTS:

- ASUCC Report Jesika Barnes, ASUCC President
- OCCA Report Dir. Doris Lathrop
- President’s Report Debra Thatcher, President

INFORMATIONAL REPORTS:

- Facilities Report Jess Miller,
Director of Facilities & Security
- Athletics Report Craig Jackson, Athletic Director
- Enrollment Report Missy Olson,
Assistant Vice President of Enrollment
and Student Services
- Drug Alcohol Abuse Prevention Program Review Kelley Plueard,
Director of Human Resources
- 2020-21 Strategic Plan Mid-Year Progress Report Jana Pierce,
Director of Institutional Effectiveness

Recommendation by:

Approved for Consideration:



OCCA Report
 March 2021
 Doris Lathrop, Trustee

There has been no OCCA meeting since my last report. Regarding the legislative issues, this is the current news as of 2/24/21.

New Bills

SB 756 - Second Chance Pell –Summary: Requires Higher Education Coordinating Commission to conduct study and develop recommendations on how to establish coordinated, statewide approach to best serve currently incarcerated individuals who are recently eligible to receive student loans under federal program.

SB 774 - Prison Closure Savings –Summary: Directs division of Oregon Department of Administrative Services that serves as department’s office of economic analysis to estimate savings to General Fund in biennium beginning July 1, 2023, resulting from certain prison closures.

SB 774 - will take the savings coming from prison facilities closures and move those funds other areas on re-investment, including prison education and training.. We are supportive of both bills.

Hearings

SB 554 Firearms on Campus –Summary: Authorizes city, county, metropolitan service districts, port operating commercial airport, school district, college or university to adopt ordinance or policy limiting or precluding affirmative defense for possession of firearms in public buildings by concealed handgun licensees.

SB 1 Community College/University Merger –Summary: Permits merger of community college and public university. Discussion: Wykoff said the hearing scheduled for Monday was pushed back while we await new amendments.

SB 551 PT/FT Health Insurance –Summary: 3 02-23-2021 Leg. Session Call Recap v.2 Minutes Final Provides that part-time faculty member at public institution of higher education who qualifies for health care benefits will pay 10 percent of insurance premiums for employee coverage.

HB 2161 Equity Commission –Summary: Directs office of Governor to study laws related to economic opportunity and provide results of study to appropriate interim committees of Legislative Assembly not later than September 15, 2022.

HB 2820 Prosperity 1,000 Pilot Program –Summary: Establishes Prosperity 1,000 Pilot Program to provide coaching, occupational training and job placement services for at least 1,000 low-income job seekers residing in areas of concentrated poverty.

HB 5023 SBDC Budget –Summary: Appropriates moneys from General fund to Oregon Business Development Department for certain biennial expenses.

SB 76 Unified Transfer Agreements - Summary: Integrates foundational curricula and unified statewide transfer agreements into Transfer Student Bill of Rights and Responsibilities.

SB 233 Common Course Numbering –Summary: Requires Higher Education Coordinating Commission to establish common course numbering system for all introductory and lower level courses offered at public post-secondary institutions of education.

For more details on these legislative issues, check out the OCCA website.

The next OCCA meeting will be held May 14, 2021.

<p>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</p>	<p><u> X </u> Information Item <u> </u> Action Item</p>
<p>Subject: Drug and Alcohol Abuse Prevention Program Biennial Review</p>	<p>Date: Mar. 1, 2021</p>
<p>Kelley Plueard, Director of Human Resources and Marjan Coester, Director for Student Engagement/ Dean of Students present the biennial review of the DAAP Program.</p>	
<p>Recommendation by:</p>	<p>Approved for Consideration:</p>



2020-2021 Mid-Year Strategic Plan Report Overview

Presented to the Board of Education

March 10, 2021

STRATEGIC PLAN REVIEW PROCESS

During Winter Term 2021, after submission and compilation of Senior Leadership Team (SLT) and Provost Council (PC) tactical plan mid-year progress reports, the Strategic Planning Oversight Committee (SPOC) reviewed forward momentum on strategic goals and objectives. Specifically, SPOC completed a critique on 2020-2021 actions to date and collaboratively:

- Analyzed progress made on each Strategic Plan (SP) goal and sufficiency of next steps
- Examined both successes and challenges of implementing the SP this year
- Aligned SP goals to the Northwest Commission on Colleges and Universities (NWCCU) standards
- Identified internal and external patterns, trends, and expectations that have the potential to influence planning, resource allocation, and decision-making for fulfillment of the college's mission
- Confirmed the recommendation to extend the 2018-2021 Strategic Plan for an additional two years

SUMMARY OF PROGRESS

Strategic Plan Goals and Priorities* Plus Next Steps

*Strategic priorities are the portions of the Strategic Plan goals identified for 2020-2021 focused attention following the 2019-2020 SP assessment in Summer 2020.

Goal 1: Cultivate a healthy and efficient institutional culture.

Strategic Priority: Enhance efficiencies and effectiveness of targeted cross-campus processes and services (with attention to paperless workflow/storage, unified system of record, and employee onboarding/training).

Across campus, major strides were made in refining and redesigning processes to improve efficiencies, with most areas on target to meet expected outcomes and a few slightly off-track due to external forces. Most notable efficiencies are the initiation of paperless processes, with a new LaserFiche contract acquired, and a campus-wide collaborative effort to provide an online orientation and onboarding of new employees, scheduled to launch in February. Next steps include completion of single identity access, training in the use of LaserFiche, and work toward a unified registration system of record.

Strategic Priority: Enhance diversity, equity, and inclusion (DEI) across all campus operations and services. Progress is underway in multiple areas, including the examination of equity gaps in student achievement and learning, integrating an equity lens into college-wide policies and practices, providing an introduction to DEI in the new employee online orientation, providing trainings for employees, and finalizing a DEI plan was finalized. Next steps include training of search committees

in the application of an equity lens, identifying methods for data gathering and analysis to measure student learning and achievement gaps, and developing a plan to reduce or eliminate equity gaps.

Goal 2: Deliver high quality, relevant education opportunities through innovative and specialized academic programming

Strategic Priority: Enhance the quality, efficiency, and effectiveness of academic programs utilizing pertinent campus collaborations. Sufficient movement of progress was indicated for Goal 2, including enhancing quality of online courses, examining viability and sustainability of academic programs, expanding tutoring services, hiring a faculty member to lead the apprenticeship program, and examining data regarding factors related to student success. Next steps include online course design professional development, finalization of list of new academic programs to be developed, collaboration with industry/business and high schools, implementation of a mini-term, and completion of the application for a Title III grant focused on teaching and learning. Target dates for attainment of some actions have been adjusted due to the impact of the pandemic.

Goal 3: Support student success from recruitment through program progression, completion of programs, and transfer or entry to the workforce

Strategic Priority: Implement guided pathway strategies through cross-campus partnerships. Almost all actions are on track to meet the targeted outcomes. Advising processes and training have been enhanced, creation of “academic houses” is near completion to aid students in the identification of their areas of study, and a new developmental education model is being implemented to help students progress in a more timely manner. Next steps include development of a student advising checklist, expanding advising processes, and piloting a new development education model in general education courses.

Strategic Priority: Expand and diversify recruitment and retention through cross-divisional initiatives. New efforts are underway to boost enrollment in low enrolled programs, two new athletic teams (e-sports and women’s soccer) were successfully recruited, videos have been developed to promote programs, and technology for improvement of instruction has been installed in 22 classrooms and made available to individual faculty members. Next steps include website content improvement, implementation of a “recruit back” program, determination of gaps in student engagement, establishment of specific dates to meet timelines, and training of faculty in the effective uses of new technology.

Goal 4: Enhance integration of the College with the community

Strategic Priority: Integrate College programs and services with community agencies, schools, business, and industry (with focus on service, service learning, workforce partnerships (CEP, CTE), etc.). While progress was demonstrated in alumni story production, most of Goal 4 was significantly impacted by lack of staffing and the impact of the pandemic on business/industry relationships. Next steps can be realized when positions currently in the hiring pipeline (Director of the Woolleey Center and a CTE Director) are hired and can lead the identified strategic actions.

Successes and Challenges

All departments faced challenges due to time constraints, increased workload, magnitude of change necessary to fulfill accreditation requirements, reduced funding, decreased enrollment, and lack of qualified applicants to fill open positions, notwithstanding the impact of COVID-19. Despite these challenges, all departments made significant progress toward SP goals. An accreditation and institutional effectiveness campus culture is strongly emerging. Faculty, staff, and administrators have developed foundational knowledge and awareness of the systematic processes necessary to implement the SP, resulting in the ability of the College to demonstrate ongoing support of student learning and fulfillment of the college's mission.

Strategic Plan Alignment to NWCCU Standards

SPOC developed a crosswalk that demonstrated alignment of the SP goals with NWCCU institutional accreditation standards. Affirmation of this alignment was confirmed by NWCCU's acceptance of the UCC Fall 2020 Ad Hoc Report as fulfilling all accreditation standards, with removal of all *warnings* and with no requirement for interim reporting.

Internal and External Factors Considerations


Some internal and external patterns, trends, and expectations that must be considered during planning, allocating resources, and making decisions include state funding, enrollment, tuition/fee generation, pandemic, legislative mandates and regulations, accreditation requirements (institutional and programmatic), demographics, community expectations, equity, economy, workforce changes and needs, and technology.


Two-Year Extension of the 2018-2021 Strategic Plan

SPOC concurred with the recommendation of a sub-committee to extend the current strategic plan. The rationale included the belief that an extension will allow us to reap the benefits of the work underway; the goals are still relevant and deserve more time to complete implementation; and additional progress will inform the next strategic plan.

CONCLUSION

UCC employees have gone above and beyond to achieve goals despite internal and external impacts. All areas of campus are working collaboratively to achieve goals, monitoring progress with evidence, adjusting the plan as needed, and demonstrating forward progress.

<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;"><u>X</u> Action Item</p>
<p>Subject: Strategic Plan Extension</p>	<p>Date: March 10, 2021</p>
<p>Approval is sought from the Board of Education to extend the College's 2018-2021 Strategic Plan's goals and objectives for an additional two years.</p> <p>Background and Rationale</p> <p>UCC's Strategic Plan (SP) was designed for a three-year period, 2018-2021. In Summer 2020, after the annual assessment of progress on the SP, a decision was made to extend the current strategic plan for an additional two years rather than developing a new plan in 2020-2021. Between October 2020 and February 2021, the strategic plan was further reviewed by a sub-committee of the Strategic Plan Oversight Committee (SPOC), Senior Leadership Team, and SPOC. This triple review determined that the goals and objectives remain relevant and no major revisions are needed to move the college forward in a strategic manner through 2023. The Strategic Plan is not static; it is updated each year following an annual assessment. Additionally, the SP is operationalized by tactical plans that are developed annually, allowing adjustments in directions and fine-tuning of strategic actions. In this manner, the SP remains fresh and germane.</p> <p>The following are major factors contributing to the decision to maintain the current goals and extend the plan.</p> <ol style="list-style-type: none"> 1. The plan's implementation did not begin until midway through the 2018-2019 year. 2. The restrictions resulting from the COVID-19 pandemic, which began in March 2020, disrupted progress in multiple areas. 3. Many areas are making notable progress on goals and objectives, but additional time is needed to fully realize targets. 4. Extending the plan would allow for a more in-depth analysis and evaluation of the implementation of the current plan. 5. Extending the plan would allow more time for concrete demonstration of the present strategic plan as evidence for the reaffirmation of accreditation in 2023. 6. Sustainability of the change in campus culture regarding strategic thinking, assessment, and institutional effectiveness is best fostered by familiarity, routine, and limited additional change; campus members would benefit from time to solidify new behaviors and processes prior to adding more change. 7. A two-year extension of the plan would allow a year for the College's next president to learn the community and campus, providing a foundation for the new president's second year to be spent in the development of the next UCC strategic plan. 	
<p>Recommendation by:</p>	<p>Approved for Consideration:</p> 

BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	<input checked="" type="checkbox"/> Information Item <input type="checkbox"/> Action Item																																																																																
Subject: First Reading of Policies	Date: March 10, 2021																																																																																
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<p style="text-align: center;">BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</p>	<p>___ Information Item __x_ Action Item</p>
<p>Subject: Fee Increase Proposal</p>	<p>Date: March 10, 2021</p>
<p>Board approval is requested to approve fee increase proposal for the Forestry program as presented by the attached proposal effective at the beginning of the academic year commencing in the summer term 2021.</p>	
<p>Recommendation by:</p> <p><i>N. Brown</i></p>	<p>Approved for Consideration:</p> <p><i>Debra Hatcher</i></p>

FORESTRY

Course Prefix	Course Title	Lab	Current Lecture Fee	Current Lab Fee	Transportation Fee	Cumulative Fee	Proposed Lecture Fee	Proposed Lab Fee	Transportation Fee	Proposed Cumulative Fee	Est Enrollment			Current Revenue	Estimated Revenue
											F	W	S		
FOR111	Intro to Forestry	Y	\$10.00	\$14.00	\$30.00	\$54.00	\$10.00	\$14.00	\$40.00	\$64.00	18	0	0	\$972.00	\$1,152.00
FOR112	Problem Solving-Technology	N	\$24.00	\$0.00	\$0.00	\$24.00	\$30.00	\$0.00	\$0.00	\$30.00	0	16	0	\$384.00	\$480.00
FOR/NR240	Forest Biology	Y	\$10.00	\$14.00	\$30.00	\$54.00	\$10.00	\$25.00	\$30.00	\$65.00	15			\$810.00	\$975.00
FOR/NR241	Dendrology	Y	\$10.00	\$14.00	\$30.00	\$54.00	\$10.00	\$25.00	\$30.00	\$65.00			16	\$864.00	\$1,040.00
FOR/NR261	Recreation Resource Management	N	\$10.00	\$0.00	\$0.00	\$10.00	\$20.00	\$0.00	\$0.00	\$20.00			14	\$140.00	\$280.00
SOIL205/206	Soil Science	Y	\$0.00	\$14.00	\$0.00	\$14.00	\$10.00	\$30.00	\$20.00	\$60.00			15	\$210.00	\$900.00

All forestry courses operate with the need for similar financial allocation to ensure a quality and up-to-date course offering. All courses require a lecture fee to cover the cost of printing* (lab exercises, quizzes, exams, and study material). Furthermore, all forestry related courses require laboratory fees. These fees cover two specific areas: 1st -they replenish lab supplies which are used annually and must be restocked frequently; and 2nd- they allow for less frequent but still necessary equipment upgrades as technologies change or lab equipment breakdown. Finally, the forestry program works hard to regularly incorporate fieldwork into its course curriculum. This means transporting students off-campus which results in the need for a transportation fee. In every course the forestry program strives to provide students with applicable experience and realistic comparisons to the professional forestry community and course fees make this possible. SOIL 205/206: The soils course was given a nominal fee when first instituted several years ago. Since overtaking the course, multiple field tours and comprehensive laboratory exercises were introduced to the course offering to meet the requirements of our transfer partners. The large fee increases ensures we are able to offer a transfer quality course that meets the expectations of both local professionals and our transfer partners. Specifically, the cost of transportation, non-reusable chemicals, and printing of labs on rite-in-the-rain paper account for the increased spending. These changes will bring the course on par with our transfer partners in terms of course fees and overall course offering. For comparison, SOILS205/206 with the proposed fee increases will now more closely align with our other Forestry course offerings.

*Course printing refers largely to the need for purchasing special rite-in-the-rain paper and printing of weekly lab exercises and quizzes for students. Field and laboratory conditions are dirty and wet and providing this service to the students ensures completion from the students in poor weather and the ability for the

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

Information Item

Action Item

Subject: PERS Side Account borrowing

Date: March 10, 2021

Natalya Brown, CFO, will review information on PERS Side Account borrowing.

Recommendation by:

N. Brown

Approved for Consideration:

Debra Hatcher