

**UMPQUA COMMUNITY COLLEGE**

**ROSEBURG, OREGON**

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**BOARD OF DIRECTORS ♦ BUDGET HEARING**

May 12, 2021 ♦ 4:30 PM ♦

*A link to the livestream will be available prior to the meeting on [facebook.com/umpquacc](https://facebook.com/umpquacc)*

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**MEMBERS:**

\_\_\_ Steve Loosley, Chair  
\_\_\_ Guy Kennerly, Vice-Chair  
\_\_\_ Doris Lathrop  
\_\_\_ David Littlejohn

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

**ADMINISTRATION:**

\_\_\_ Debra Thatcher, President  
\_\_\_ Kacy Crabtree, Provost

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**AGENDA**

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**I. Call to Order -- record attendance**

**II. HEARING OF INTERESTED PERSONS ON BUDGET**

**As Published on April 25, 2021**

*The Board values input from citizens of the Umpqua Community College District. Due to Oregon Executive Order 20-12 the Budget Hearing will be conducted online. Public comments may be sent to [Katie.workman@umpqua.edu](mailto:Katie.workman@umpqua.edu) or [Robynne.wilgus@umpqua.edu](mailto:Robynne.wilgus@umpqua.edu) ahead 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 any issues raised but refer those issues to the President for appropriate action.*

**III. Close Hearing/Adjournment**

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**Robynne Wilgus, Board Secretary, 541-440-4622 voice or 541-440-4646 TDD (Human Resource Office). The UCC Board will provide, upon request, reasonable accommodation during Board meetings for individuals with disabilities.**

# 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. 12 BOARD OF EDUCATION MEETING

May 12, 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 - REVISED

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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 1-16**

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**

**VI. Presentation**

**A. Sabbatical Presentation**

**Mick Davis**



**p 17**

<b>VII.</b>	<b>REPORTS</b>		<b>pp 18-28</b>
	<b>A. Standing Report</b>		
	1. ASUCC Report	Jesika Barnes, ASUCC President	
	2. President's Report	Debra Thatcher, President	
	<b>B. Informational Reports</b>		
	1. Senior Leadership Team Report	Debra Thatcher, President	
	2. Accreditation Report	Jana Pierce	
	3. OCCA Executive Director Update	Cam Preus	
<b>VIII.</b>	<b>OLD BUSINESS</b>		
	<b>A. Second Reading of Policy #3825 Public Art</b>	Debra Thatcher	<b>pp 29-35</b>
	<b>B. First Reading of Policies</b>	Debra Thatcher	<b>p 36</b>
	<b>C. Res. 15 – Issuance of Pension Bond Obligations</b>	Natalya Brown	<b>pp 37-45</b>
<b>IX.</b>	<b>NEW BUSINESS</b>		
	<b>A. UCC Fire Science and Fire District 2 Collaborative Project Proposal</b>	Kacy Crabtree	<b>p 46</b>
	<b>B. Resolution No. 17 to Honor Retiring President</b>	Chair Loosley	<b>p 47</b>
<b>X.</b>	<b>BOARD COMMENTS</b>	Chair Loosley	
<b>XI.</b>	<b>ADJOURNMENT</b>	Chair Loosley	

**UPCOMING MEETING:**

- Regular Board Meeting, June 9, 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 UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b></p>	<p><input type="checkbox"/> Information Item</p> <p><input checked="" type="checkbox"/> Action Item</p>																
<p>Subject: Consent Agenda</p>	<p>Date: May 12, 2021</p>																
<p><b>Recommend approval of:</b></p> <table border="0"><tr><td>1. Minutes of College Board Meeting of April 14, 2021</td><td>pp 1-3</td></tr><tr><td>2. Minutes of College Board Meeting of April 16, 2021</td><td>p 4</td></tr><tr><td>3. Minutes of College Board Meeting of April 26, 2021</td><td>p 5</td></tr><tr><td>4. Minutes of Budget Committee Meeting of April 8, 2021</td><td>pp 6-10</td></tr><tr><td>5. Personnel Actions</td><td>p 11</td></tr><tr><td>6. Resolution #14 Increase Appropriation</td><td>pp 12-13</td></tr><tr><td>7. Resolution #16 Increase Appropriation - REVISED</td><td>pp 14-15</td></tr><tr><td>8. Second Reading Policies</td><td>p 16</td></tr></table>		1. Minutes of College Board Meeting of April 14, 2021	pp 1-3	2. Minutes of College Board Meeting of April 16, 2021	p 4	3. Minutes of College Board Meeting of April 26, 2021	p 5	4. Minutes of Budget Committee Meeting of April 8, 2021	pp 6-10	5. Personnel Actions	p 11	6. Resolution #14 Increase Appropriation	pp 12-13	7. Resolution #16 Increase Appropriation - REVISED	pp 14-15	8. Second Reading Policies	p 16
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6. Resolution #14 Increase Appropriation	pp 12-13																
7. Resolution #16 Increase Appropriation - REVISED	pp 14-15																
8. Second Reading Policies	p 16																
<p>Recommendation by:</p> 	<p>Approved for Consideration:</p> 																

**UMPQUA COMMUNITY COLLEGE  
BOARD MINUTES  
April 14, 2021**

The Umpqua Community College Board of Education met on April 14, 2021, via Zoom conferencing; the meeting was live-streamed on Facebook. Board Chair Loosley called the meeting to order at 4:30 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, Kelley Plueard, Chase Gilley, Marjan Coester, Faith Byars, Liz Turner, Jesika Barnes, and Facebook Live-Stream

**Citizen Comments** – Letters were read from Joe Ross and Daniel Robertson. Both letters were advocating on behalf of theatre and arts programs. The letters will be shared with President Thatcher.

**Changes to the agenda:** A resolution that supports the arts will be added as item #D under New Business.

**CONSENT AGENDA:**

1. Minutes of College Board Meeting of Mar. 10, 2021
2. Personnel Employment Agreements
3. Personnel Actions
4. Resolution #11 Increase Appropriation
5. Second Reading Policies

Old #	New #	Title
202	N/A	Campus Solicitations – delete
710.02	N/A	Tuition and Fees Refund – delete
308	3570	Smoking and Other Tobacco Use/Possession on Campus
N/A	5020	Nonresident Tuition – delete
710.07	5136	Tuition Waiver for Dependents of Veteran
705	5150	Student Email Accounts
300; 311.04; 316	7240	Administrative Employee
302.05	7310	Nepotism
N/A	7315	Conflict of Interest
309	7330	Communicable Disease – Employee

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

**INTRODUCTIONS AND PRESENTATION**

Elizabeth Turner and Faith Byars were introduced as UCC selections on the All Oregon Academic Team. Marjan Coester, Director of Student Engagement, shared their academic and service accomplishments. There was no sabbatical presentation.

## REPORTS

- **ASUCC – Jesika Barnes, President:** An update was provided on PTK, student elections, and other activities.
- **UCCFA – John Blackwood, President:** There was no report.
- **OCCA – Dir. Lathrop:** There has not been a recent meeting; no report to share.
- **President – Debra Thatcher, Ph.D.:** Highlights from a written report were shared regarding the legislative session, enrollment, and COVID transition. A written statement was read on theatre and music academic programs at UCC.
- **Financial Report for FY 2020-2021 – Natalya Brown:** The financial reports for fiscal year 2020-21, ending March 31, 2021 were presented. Highlights were shared from the Statement of Revenues, Expenses, and Changes in Net Position and General Fund Revenue and Expenditures.
- **Advancement – Tiffany Coleman:** There was no report.

## OLD BUSINESS

Board policy # 4021 Academic Program Creation, Modification, and Deletion was presented for Board approval. The document and associated administrative procedures (4021a, 4021b, 4021c) were modified to address concerns shared during the previous Board meeting.

**MOTION:**        **I move to approve the second reading of Policy 4021 with revisions, as presented. Motion by Dir. Mills, seconded by Dir. Kennerly, and unanimously approved.**

## NEW BUSINESS

### **Resolution No. 12 – Transfer of Appropriation**

Natalya Brown, Chief Financial Officer, requested a transfer of appropriation of \$636,000 from the General Fund Contingency to General Fund College Support Services. The transfer is required to ensure sufficient funding for the repair and stabilization of the landslide on the UCC campus. Funding is still being pursued through the legislature to cover the expense. Due to the campus safety risk the College is no longer able to wait for legislative action. The bidding process will begin with approval of the resolution. If the estimates are higher than the transfer amount a request will come back to the Board for approval.

**MOTION:**        **I move to approve the Res. 12 – Transfer of Appropriation, as presented. Motion by Dir. Kennerly, seconded by Dir. Mills, and unanimously approved.**

Ms. Brown reviewed the financial forecast for the period through fiscal year 2025. The charts submitted represent a mid-range scenario in funding and expenditures. Beginning with fiscal year 2023 a deficit is shown. There are still unknown factors such as increased enrollment and tuition and fees increase. The largest revenue source, the state allocation, is very volatile and any adjustment can impact the College. The forecast will continue to be consistently monitored.

Policies were presented by President Thatcher for a first reading. Administrative procedures were presented as an information item. Clarifying questions were asked and responded to. Referencing 3825 AP Public Art, there was a request to have a community member on the Public Art Committee and to omit

item “F.2. Tax reporting responsibility rests with donors seeking a tax deduction for gifts valued at \$5000 or more.” since F.1. references the donor’s responsibility for appraisals.

Old #	New #	Title
N/A	2510	College Governance
203	3820	Gifts, Donations, and Fundraising
211	3825	Public Art
700.02	5014	Admissions to Special Programs
710.06	5135	Tuition Waiver
719	5532	Institutional Records of Student Complaints and Grievances

President Thatcher’s comments earlier in the meeting supporting arts were appreciated. A Board Resolution in favor of continued support for performing and fine arts was introduced and read. The Board viewed the resolution not as a mandate but as a public declaration of support letting the public know there is no intention to remove arts. It is an aspirational, motivational component for the Board to get behind the arts.

**MOTION:**     **I move to approve the Resolution for the Continued Support for Performing and Fine Arts, as presented. Motion by Dir. Kennerly, seconded by Dir. McDonald, and unanimously approved.**

**Board Comments:**

- Dir. Mills is pleased and grateful for the Board’s unanimous support on the arts resolution.
- Chair Loosley thanked President Thatcher for her comments.
- There will be a special Board meeting on Friday, April 16, at noon.

Meeting adjourned at 6:15

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 Employment Agreements; Personnel Actions; Resolution No. 11; Resolution No. 12; first and second reading policies as listed in minutes

**UMPQUA COMMUNITY COLLEGE  
BOARD MINUTES  
April 16, 2021**

The Umpqua Community College Board of Education held a special meeting on April 16, 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, Steve Loosley, Twila McDonald, and Erica Mills

**Directors excused:** Doris Lathrop, David Littlejohn, and Randy Richardson

**Others present:** Deb Thatcher, Robynne Wilgus, Kacy Crabtree, Chase Gilley, Rachel Pokrandt, and Facebook Live-Stream

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

A brief review was given of the presidential search. Appreciation was expressed for the many participants and applicants involved with the process. The next president of Umpqua Community College will be Dr. Rachel Pokrandt. The employment agreement proposed is a base salary of \$200,000 per year with a deferred compensation plan of \$5,000 per year.

**MOTION:**        **I move to approve the employment agreement of \$200,000 base salary with \$5,000 deferred compensation, as presented. Motion by Dir. Kennerly, seconded by Dir. Mills, and unanimously approved.**

Dr. Pokrandt expressed gratitude for the presidential appointment.

**Board comments:**

- Board members shared their enthusiasm and appreciation regarding Dr. Pokrandt's acceptance.
- Appreciation was shared for President Thatcher's five years of work and moving UCC forward along with best wishes for her retirement.

Meeting adjourned at 12:11 p.m.

Respectfully submitted,

Approved,

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

Steve Loosley  
Chair of the Board

Recorded by Robynne Wilgus



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

The Umpqua Community College Board of Education held a special meeting on April 26, 2021, via Zoom conferencing; the meeting was live-streamed on Facebook. Board Chair Loosley called the meeting to order at 12:09 p.m.

**Directors present:**

Guy Kennerly, Doris Lathrop, Steve Loosley, Twila McDonald, Erica Mills, and Randy Richardson

**Director excused:** David Littlejohn

**Others present:** Deb Thatcher, Robynne Wilgus, Chase Gilley, and Facebook Live-Stream

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

Chair Loosley declared a conflict of interest with the agenda topic. Vice Chair Kennerly led the meeting.

President Thatcher requested Board approval of Resolution #13 to purchase the real property at 1199 NE Grandview Dr, Roseburg, OR 97470 and to authorize the President or designee to execute the documents necessary to enter into and perform an agreement with the owner of the real property for its purchase by the College. The College has been leasing the property from Casa de Belen for use as student athlete housing. The Casa de Belen board has approved a purchase price of \$400,000. UCC has donors to provide the funds.

**MOTION:**        **I move to approve Res. No. 13 to purchase real property at 1199 NE Grandview Dr, Roseburg, OR 97470 for \$400,000, as presented. Motion by Dir. Mills, seconded by Dir. Richardson. The motion was approved by Directors Kennerly, Lathrop, McDonald, Mills, and Richardson; Chair Loosley abstained.**

**Board Comments:**

- Dir. Lathrop encouraged communication to the community emphasizing the building being purchased to support student athletes was from donated funds.

Meeting adjourned at 12:11 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: Res. No. 13

**UMPQUA COMMUNITY COLLEGE  
BUDGET COMMITTEE MINUTES**

On Thursday, April 8, 2020, the Umpqua Community College Budget Committee met via Zoom; the meeting was live-streamed on Facebook. The meeting was called to order at 6:04 p.m. by Sally Dunn, 2020 Chair.

**Budget Directors Present:** Sally Dunn, Matt Fullerton, Joelle McGrorty, Barry Robinson, Jacky Soh, Rex Stevens, Steve Loosley, Guy Kennerly, Twila McDonald, David Littlejohn, Erica Mills, Doris Lathrop, and Randy Richardson

**Budget Director Excused:** Hop Jackson

**Others Present:** Debra Thatcher, Robynne Wilgus, Natalya Brown, Katie Workman, and Chase Gilley

**Changes to the Agenda:** Citizen comments were directed to [Robynne.wilgus@umpqua.edu](mailto:Robynne.wilgus@umpqua.edu) via scrolling banner on Facebook live-stream.

**Organization for 2021-2022:**

**Chair:** Chair Loosley nominated BC Dunn, BC Stevens seconded the nomination and a unanimous vote was cast.

**Vice Chair:** Chair Loosley nominated BC Stevens; Dir. Kennerly seconded the nomination and a unanimous vote was cast.

**Secretary:** Chair Loosley nominated Dir. Lathrop; BC Stevens seconded the nomination and a unanimous vote was cast.

BC Dunn said Robert's Rules of Order will be recognized during the meeting.

**Motion:** **I move for an adjournment time of 8:00 p.m. Motion by BC Stevens, seconded by Dir. Richardson and carried unanimously.**

**President's Message**

Chair Dunn appreciated President Thatcher's time at UCC and wished her well during retirement. President Thatcher explained the adjustments made in the past year due to the pandemic; the college was required to be closed to the public and deliver remote instruction with only a few exceptions. Enrollment took a downturn, as with other colleges, and UCC became strategic in the use of resources. Everyone should be proud of the College and Board for being good stewards of public funds. Budget Committee members were thanked for their service.

Chief Financial Officer Natalya Brown was introduced and reviewed a slide presentation on the budget process and the proposed FY 2022 Budget Document. Katie Workman, Budget Manager, was recognized for her efforts in putting the document together and assisting with the presentation. An overview was provided of the Budget Committee duties and the Budget process timelines.

#### *Budget Principles 2021-2022*

Five overarching budget principles were explained:

1. Ensure the college's strategic priorities and mission are fulfilled.
2. Consider investment and reduction decisions through the college's values of knowledge, sense of community, integrity, and improvement and innovation.
3. Maintain the following:
  - a. Student success, enrollment, and retention
  - b. Staffing and services at sufficient levels to protect the college's operations and ensure compliance with regulations and laws
  - c. Sufficient fund balance to help limit current and future risks such as revenue shortfalls and unexpected expenditures
  - d. Provide the flexibility to take advantage of opportunities
  - e. Maintain a balanced budget to ensure the College's long-term fiscal health
4. Invest in initiatives, strategies, programs, and operations that will positively impact student completion and success as well as improve enrollment and retention.
5. Seek cost-sharing and revenue-producing opportunities that support our mission and strategic priorities, such as grants, partnerships, self-support ventures, and UCC Foundation assistance that may boost operations.

#### *Pandemic Impacts on the Budget*

To anticipate a possible FY21 state allocation reduction, the College implemented multiple internal budget reduction measures in late FY20 that extended through FY21. Ultimately, the state did not reduce the allocation and deferred the decision to the next biennium. The pandemic negatively impacted enrollment in community colleges across the country including UCC. The federal government helped mitigate the negative impact of COVID-19 by providing emergency funds to students and the College.

#### *Strategic Budget Allocations Process*

The strategic budget allocation process is part of the budget development process. It is used to support the strategic direction and priority actions developed by the College. Resource requests were moved through two rounds of review using fiscal impact/sustainability, student success, enrollment, and compliance criteria. A summary of the strategic allocations was reviewed.

#### *General Fund*

There are 10 budgets within the General Fund. The budgets reflect internal reduction measures carried through FY21. The College established reserves for capital, technology, and strategic investments through transfer outs for long-term planning. The College was able to fund several FT/PT positions to improve

academic programming, student support services, and address compliance issues as identified in strategic priorities.

#### *Budget Assumptions*

The budget is based on the same amount of funding as the current year since it is the second year of the biennium. Three budget assumptions were explained: 1. State funding 2022-23 biennium for all community colleges: \$640.9 million (same as for 2020-21 biennium); 2. Tuition and Fees: Project 10% enrollment decrease based on trend; no tuition or fees increases are proposed; 3. Property taxes: Project 2.6% rate of growth.

#### *Budget Changes: Revenues*

The major difference in the budget compared to the previous year is the very large impact in the decline of tuition and fees. The ending fund balance is projected to be \$7.5 million; a portion will be used for strategic reserves. State support is the largest revenue source.

#### *Budget Changes: Requirements*

There has been a significant decrease of material & services. The College used internal controls during the pandemic to hold down costs; it is reflected in the change to material & services.

Labor & fringe history was shown in a graph. UCC is one of the lowest paying colleges in Oregon; increases are coming at a very slow pace. General fund transfers were reviewed. The College's functional operations budgets were shown in a pie chart.

Board questions and discussions were related to contingency funds, instruction budget percentage, and the state allocation level.

#### *Grants & Contracts Fund*

The fund accounts for proceeds of revenue sources that are legally restricted to expenditures for special purposes such as grants and contracts. The revenue sources are federal, state, and local grants and contracts. The budgeted amount is \$10,562,990. Current major grants and contracts include: Title II, TRIO grants (Student), Wolf Creek Job Corp, JOBS, COVID relief – CRRSAA and American Rescue Plan Act (ARPA).

#### *Special Revenue Fund*

The fund accounts for activities that supplement the regular General Fund programs and are intended to be self-supporting in nature. The revenue sources are tuition and fees along with other revenue-generating activities. A \$552,000 transfer from the General Fund will be placed in reserves to support future strategic priorities and technology infrastructure. The budget is \$5,888,980.

#### *Financial Aid Fund*

The fund accounts for student financial assistance. Revenue is from federal, state, and local sources such as financial aid loans, grants, and scholarships. An additional \$2.3 million in federal funding has been budgeted through the American Rescue Plan. The budget is \$12,493,323.

#### *Capital Projects Fund*

The fund accounts for capital projects, deferred maintenance, furnishings and equipment, and pool repair. A transfer from the General Fund is the revenue source. A deferred maintenance reserves account has been created for future use. The budget is \$938,644.

#### *Debt Service Fund*

The fund accounts for the repayment of obligations for the PERS bonds, Full Faith and Credit Obligations (FFCO) 2014 and Full Faith and Credit Financing Agreement 2020. The source of revenue is from general fund transfer and the Legacy Fee. The College refunded FFCO 2010 in FY2020 to take advantage of lower interest rates by issuing FFCA 2020. FFCO 2014 Series A were paid in full in FY20. The budget is \$1,656,359.

#### *Insurance Fund*

The Insurance Fund accounts for self-funded unemployment insurance and early retirement health insurance provided to employees meeting specific service criteria requirements. A general fund transfer provides the revenue. The budget is \$538,025.

#### *Enterprise Fund*

The Enterprise Fund accounts for the Campus Store, Incubator Program, Special Events, and Wine Sales programs. The Campus Store has been hit hard by the pandemic this past year. Food Services has been absorbed into the Campus Store operations. Lost revenue recovery due to COVID-19 has been approved through CRRSAA funding. The deficit in the Catering fund is being covered by the College with a transfer this year. The budget is \$1,209,932.

**Citizen Comments** – No comments were submitted to either Katie Workman or Robynne Wilgus.

Budget Committee members shared budget accomplishments and preferences for the direction of future budget investment. The use of dashboards and metrics was encouraged.

**Motion:** **I move that the budget committee of Umpqua Community College approve the budget for the 2021-2022 fiscal year in the amount of \$68,648,900. Motion by Dir. Lathrop and seconded by BC Stevens. The motion was unanimously approved.**

**Motion:** I move that the budget committee of Umpqua Community College approve the 0.4551 / \$1,000 of assess value for operation as and that these taxes are hereby imposed and categorized for the tax year 2021-22 upon the assess value of all taxable property within the district. Motion by BC Stevens and seconded by Dir. Lathrop. The motion was unanimously approved.

Meeting adjourned at 7:35 p.m.

Respectfully submitted,

Approved,

Doris Lathrop  
Secretary

Sally Dunn  
Chair

Recorded by Robynne Wilgus



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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: May 12, 2021

Board approval is requested on the following personnel actions:

**Administrative Contracts:**

N/A

**Faculty Contracts:**

N/A

**Resignations/Separations**

Dina Battaglia, Director of Faculty Development – Effective May 7, 2021

<p style="text-align: center;"><b>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b></p>	<p>___ Information Item</p> <p><u> X </u> Action Item</p>
<p>Subject: Resolution #14, Increase Appropriation</p>	<p>Date: May 12, 2021</p>
<p>This is a resolution to increase appropriation in the Special Revenue Fund-Administratively Restricted.</p> <p>UCC received a gift in the amount of \$400,000 for the purchase of the Casa De Belen building.</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. 14 - FY 20-21  
Increase Appropriation and Approval to Spend

WHEREAS, Umpqua Community College has received a gift in the amount of \$400,000

WHEREAS, funds have been received, which could not have been anticipated in the budget process, and;

WHEREAS, the provisions of ORS 294.338 (2) allow for the expenditure of specific purpose gifts in the year of receipts;

NOW, THEREFORE  
BE IT RESOLVED, that the Board of Education at Umpqua Community College hereby adopts this resolution for the gift expenditures in the amount of \$400,000 for the purchase of the Casa De Belen building.

Special Revenue Fund - Administratively Restricted

	20-21 Budget Through Resolution 13	Adjustment	20-21 Budget Through Resolution 14
REVENUES:	\$ 6,077,533	\$ 400,000	\$ 6,477,533
EXPENDITURES:			
Instruction	\$ 2,886,216	\$ -	\$ 2,886,216
Instruction Support	919,834		919,834
Student Services	1,244,128	400,000	1,644,128
College Support Services	664,308	-	664,308
Community Services	139,338	-	139,338
Transfers	91,000	-	91,000
Contingency	132,709	-	132,709
TOTAL	<u>\$ 6,077,533</u>	<u>\$ 400,000</u>	<u>\$ 6,477,533</u>

ADOPTED: MAY 12, 2021

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
UCC Board Chair

<p><b>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b></p>	<p><input type="checkbox"/> Information Item <input checked="" type="checkbox"/> Action Item</p>
<p>Subject: Resolution #16, Increase Appropriation <i>revised</i></p>	<p>Date: May 12, 2021</p>
<p>This is a resolution to increase appropriation in the Capital Projects Fund.</p> <p>UCC received a gift in the amount of \$229,796 for the remodeling of the Lockwood Hall building on campus. The remodel began in January 2021 and will be complete in summer.</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. 16 - FY 20-21  
Increase Appropriation and Approval to Spend

WHEREAS, Umpqua Community College has received gifts in the amount of \$229,796

WHEREAS, funds have been received, which could not have been anticipated in the budget process, and;

WHEREAS, the provisions of ORS 294.338 (2) allow for the expenditure of specific purpose gifts in the year of receipts;

NOW, THEREFORE  
BE IT RESOLVED, that the Board of Education at Umpqua Community College hereby adopts this resolution for the gift expenditures in the amount of \$229,796 for the remodeling of the Lockwood Hall building.


Capital Projects Fund


	20-21 Budget Through Resolution 15	Adjustment	20-21 Budget Through Resolution 16
REVENUES:	\$ 867,417	\$ 229,796	\$ 1,097,213
EXPENDITURES:			
Facilities Acquisition/Construction	\$ 867,417	\$ 229,796	\$ 1,097,213
TOTAL	<u>\$ 867,417</u>	<u>\$ 229,796</u>	<u>\$ 1,097,213</u>


ADOPTED: MAY 12, 2021

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
UCC Board Chair

<b>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b>	<input checked="" type="checkbox"/> Information Item  <input type="checkbox"/> Action Item																																								
Subject: Second Reading of Policies	Date: May 12, 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>N/A</td> <td>2510</td> <td>College Governance</td> <td style="text-align: right;">3-4</td> </tr> <tr> <td>203</td> <td>3820</td> <td>Gifts, Donations, and Fundraising</td> <td style="text-align: right;">5</td> </tr> <tr> <td>700.02</td> <td>5014</td> <td>Admissions to Special Programs</td> <td style="text-align: right;">9</td> </tr> <tr> <td>719</td> <td>5532</td> <td>Institutional Records of Student Complaints and Grievances</td> <td style="text-align: right;">15</td> </tr> </tbody> </table> <p><i>The associated administrative procedures are being shared as an information item:</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>N/A</td> <td>2100</td> <td>Zones for Board Director Positions</td> <td style="text-align: right;">1-2</td> </tr> <tr> <td>N/A</td> <td>3820</td> <td>Gifts, Donations, and Fundraising</td> <td style="text-align: right;">6-8</td> </tr> <tr> <td>700.03</td> <td>5014</td> <td>Admission to Nursing Program</td> <td style="text-align: right;">10-12</td> </tr> <tr> <td>N/A</td> <td>5137</td> <td>Tuition and Fee Waiver for Foster Youth</td> <td style="text-align: right;">13-14</td> </tr> </tbody> </table> <p>Note: 5135 BP/AP Tuition Waiver (1<sup>st</sup> reading on 4/14/21) has been pulled from the second reading group listed above for editing.</p> <p><b><i>See 2<sup>nd</sup> Reading Policies-Procedures addendum packet</i></b></p>		<u>Old #</u>	<u>New #</u>	<u>Title</u>	<u>Addendum Page #</u>	N/A	2510	College Governance	3-4	203	3820	Gifts, Donations, and Fundraising	5	700.02	5014	Admissions to Special Programs	9	719	5532	Institutional Records of Student Complaints and Grievances	15	<u>Old #</u>	<u>New #</u>	<u>Title</u>	<u>Addendum Page #</u>	N/A	2100	Zones for Board Director Positions	1-2	N/A	3820	Gifts, Donations, and Fundraising	6-8	700.03	5014	Admission to Nursing Program	10-12	N/A	5137	Tuition and Fee Waiver for Foster Youth	13-14
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Recommendation by:	Approved for Consideration: 																																								

<p style="text-align: center;"><b>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b></p>	<p>___ Information Item</p> <p>___ Action Item</p>
<p>Subject: Sabbatical Presentation – Quantitative Assessment of Open Educational Resource Materials and Pedagogy Effectiveness</p>	<p>Date: May 12, 2021</p>
<p>Dr. Lawrence (Mick) Davis will present his spring term 2020 sabbatical on his project, <i>Quantitative Assessment of Open Educational Resource (OER) Materials and Pedagogy Effectiveness</i>.</p>	
<p>Recommendation by:</p>	<p>Approved for Consideration:</p> 

<p align="center"><b>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b></p>	<p><u>  X  </u> Information Item <u>      </u> Action Item</p>										
<p>Subject: Reports</p>	<p>Date: May 12, 2021</p>										
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OFFICE OF THE PROVOST  
Report to the Board of Education  
May 2020

**ACADEMIC SERVICES**

*Kacy Crabtree, Provost and Executive Vice President for Academic, Enrollment, and Student Services*

1. An Expanded Reopening is planned for Fall 2021. We will diversify our delivery modalities to allow faculty and students to make a gradual transition back to campus. Course and program modalities include Hybrid/Blended, Online, Hyflex, Remote, and limited In-person courses.
2. Countdown to the end of the 2020-2021 academic year has begun with students registering for summer and fall classes, starting on May 7.
3. Preparations are underway the annual academic assessment workshops scheduled for June 14-15.
4. Preparations are underway for the inaugural summer education technology workshop. Focus will be on developing a train-the-trainer model with workshops available to faculty as we prepare for an expanded opening in the Fall Term.
5. New program development and curriculum design discussions have afforded meaningful conversations
  - 109 courses have been deleted; these are courses that cannot be successfully mapped to a program, are chronically low enrolled, and/or transfer to another college.
  - General Education outcomes have been fully developed, embedding three ULOs.
  - Developmental education redesign initiative has evolved into a co-requisite model; launching Fall 2021.
  - Artificial Intelligence program is actively being developed.
  - Gerontology certificate is actively being developed.
  - Accounting certificate is actively being developed.
  - Exercise and Sport Science program is actively being developed.
  - Mental Health certificate is in the research phase.
  - Physical Therapy Assistant certificate is in the research phase.
  - Global Leadership program is in the research phase.
6. Faculty Development position is vacant. Areas of faculty development, engagement, evaluation, and success are being reconceptualized.
7. CTE Director search underway.

**LEARNING SUPPORT SERVICES**

*Danielle Haskett, Assistant Vice President of Academic Services*

8. UCCOnline utilized CARES Act grant to partner with instructional design team at WOU.
  - Instructional designer works 20 hours per week helping faculty create quality online courses.
  - Catalyst online course offered to faculty during Winter and Spring Terms – course for winter term nearly full. Catalyst is a collaborative program that brings faculty together to explore the intersection of technology and pedagogy while jumpstarting course design for their Canvas courses.
  - Supported faculty via the following workshops:
    - UCCOnline Drop-In Support via Zoom, email, and by appointment

- iPad tutorials and workshops
- 9. Records and Registration is planning and preparations are underway for our “Commencement” / Commencement Ceremonies this year.
- 10. Taskforce has been created to explore much needed Curriculum and Catalog software.
- 11. Learning Commons’ library lab has been open and servicing students

## **COMMUNITY EDUCATION AND PARTNERSHIPS**

*Robin VanWinkle, Dean*

- 12. Community & Workforce Training is seeing higher and more steady enrollments thanks to Wildland Fire, CPR, Driver Education, Phlebotomy, and Log Scaling classes this spring. We are actively planning to safely offer more hybrid and face to face classes this summer and are expecting a wave of pent-up demand for community classes in the Fall.
- 13. Adult Basic Skills will pilot combining a career readiness component into their language arts classes. This will allow students to finish the class ready for GED testing and with a portfolio of work ready documents such as a resume.
- 14. JOBS is organizing a poverty immersion training for three areas of our local Department of Human Services program, in addition to helping residents on develop skills and aid them in their educational and training goals: Self-sufficiency, Adults and People with Disabilities, and Child Welfare. UCC JOBS staff were trained on this subject earlier this year. TANF is our Temporary Assistance for Needy Families initiative.
- 15. SBDC is preparing for Small Business Management (SBM) I & II clients to graduate from their 8-month long cohort class. This course helps businesses build better businesses measured through sales increases, jobs created, and jobs supported or retained. Twenty-one businesses participated in SBM I or II this year.
- 16. The Apprenticeship program has utilized a cloud-based software called WorkHands since January to track on-the-job and training hours for apprentices. Implementation has been smooth. Enrollment Services partnered with Apprenticeship to customize an orientation for new and existing students. This effort has led to all apprentices utilizing self-service Banner (instead of paper add/drop forms) and utilizing Canvas for all courses.

## **ENROLLMENT AND STUDENT SERVICES**

*Missy Olson, Assistant Vice President*

- 17. Implemented virtual student engagement workshops to help students with time management, stress, career planning, transitioning to a university and navigating campus resources.
- 18. Organized content for a central Student Resources website and working with Marketing and Communications on updated design.
- 19. Submitted the Educational Talent Search grant for another five years of funding to help close to 600 students in Douglas County schools.
- 20. Developed College Kick Start program to encourage area juniors and seniors to enroll in college summer or fall of 2021.

#####



**OFFICE OF BUSINESS SERVICES BOARD REPORT**  
**May 2021**  
**Natalya Brown, Chief Financial Officer**

**Office of Business Services; Natalya Brown, Chief Financial Officer**

**Key Priority:**

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

Strengthen quality, efficiency and effectiveness of Business Services operations.

- In collaboration with SLT, the campus prepared a balanced budget that was approved by the Budget Committee and is on its way for Board of Education approval in June.
- Division completed all policy/procedure reviews and conversions.
- The College reviewed risks and rewards of the issuance of pension obligation bonds that could reduce pension costs. The request to approve the participation in the Oregon community college districts pension bond program by the Board of Education is included in May meeting.
- Reserve procedures is being introduced to address the cash volatility, long-term strategic and capital planning.
- The College disbursed \$495,650 in the student aid through CRRSAA (Higher Education Emergency Relief fund) to support students impacted by COVID-19. In addition, the College expended \$479,000 of Cares Act institutional portion funding for costs related to COVID-19: student aid, student athletic fee refunds, instructional technology, PPE supplies and sanitation, etc. The College submitted quarterly and annual reporting on the funds expenditures. The reports could be found here: <https://www.umpqua.edu/cares-act>

**Accounting and Finance Services; Vacant, Director of Accounting and Finance**

- In collaboration with the Information Technology, the department is working on paperless transition of the Travel processes through Laserfiche.
- Department is in the process of recruiting several key positions.

**Budget; Katie Workman, Budget Manager**

- Successfully worked with SLT to finalize the proposed budget draft including the resource request and allocation process. The proposed budget was approved by the External Budget Committee on April 8th. A campus budget update forum was held on April 15th. Information regarding resource allocation, budget process and document location was shared with the faculty, staff and administrators present.
- Working with division and IT staff on processes being developed in Laserfiche.
- Participated in a NWCCU 7-Year Peer Evaluation Visit April 21-23. A great deal of insight into reporting on and evaluation of the 2020 NWCCU standards was gained and will be shared with campus.

**Campus Store; Micque Shoemaker, Manager**

- The Store continues to post on the campus store Facebook page to not only include information regarding sales, but also information pertaining to important dates, notifications and how students can reach us.
- Our number of followers has increased since July from 447 to 580.
- Additional information has been added to our online store site including:
  - Windows 365 is available free to students and information on how to access it.
  - Information regarding ordering online and specifics about the return policy.
  - Buyback dates and times.
  - Ongoing updates regarding store hours.
- The Store processed 405 online orders for textbooks & course materials for Spring term.
- Course material adoptions for Summer Term are 100% confirmed as of 4/26/21, 97% were received by the 4/16/21 deadline.
- Course material adoptions for Fall Term are 98% confirmed as of 4/26/21, 94% were received by the 4/16/21 deadline.

**Purchasing Office; Jules DeGiulio, Purchasing Manager**

- As IDEAL Committee Chair, facilitated website upgrade to include updating all relevant documents, memberships and training resources.
- In collaboration with the Director of Facilities and Security, completed formal solicitation to bid for the North parking lot landslide repair with a deadline of May 4, 2021.

**OFFICE OF INFORMATION TECHNOLOGY**  
**QUARTERLY BOARD REPORT**  
**May 2021**  
**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 50% complete. Over 100 people have completed training and using the new tools daily.
  - Georgann Willis is using a smart classroom to teach in the new hyflex modality this spring term.
  
- Challenges:
  - The Banner 9 and single sign-on project has been delayed until Summer due to issues with vendor.
  - Microsoft 365 in the cloud currently does not support the multiple email addresses UCC uses. (Example: xxx.umpqua.edu and xxx.student.umpqua.edu) As a result we have delayed the student portion of the transition from June 2021 to August 2021.
  
- Tactical Projects update:
  - Classroom & office without barriers has moved into full implementation phase. We have converted 50% of full-time employees to virtualized PC's combined with MS 365 and laptops. We also have Georgann Willis teaching a class in a hyflex modality on campus. This gives the student the ability to take her class three different ways and change their method of taking the class at any time. They can take it face to face, synchronous from an alternate location, or traditional online asynchronous.
  - Enhance efficiency and accuracy projects have also moved into implementation phase. We are working with Laserfiche and about to complete the HR onboarding project using webforms, automated workflows, and digital signatures. The initial demonstration to HR happened the last week of April with final adjustments being made at this time for production.
  - Single identity access projects are still delayed due to a vendor having to completely redevelop the Microsoft identity management software. The initial design failed in testing and they are still trying to correct so all three pieces work correctly. We currently are scheduled for Summer 2021 to implement. This implementation timeframe will also reduce the complexity for students.

**Department of Athletics**  
**Board Report**  
**May 2021**  
**Craig Jackson, Director of Athletics**

- Competitions are over ½ of the way completed, with the final competition date set to be in the first week of June.
- We continue to monitor all teams for COVID symptoms and are testing some teams twice per week.
- Recruiting is going very well and the plan is to hold competitions like we would in a Non-COVID year and adjust accordingly.
- Plans are being made to do some initial adjustment so the new property purchased by the college, as well as developing a long-term sustainability plan and a plan for deferred maintenance.
- May 14<sup>th</sup> and 15<sup>th</sup>, UCC will host the 1<sup>st</sup> ever Junior College National Championship for Women's Wrestling

## FACILITIES REPORT

Jess Miller, Director of Facilities and Security

May, 2021

### ***Seismic Update***

- The seismic project has been completed. Elevator system is slated for May

### ***Memorial***

- Victory Builders was selected to perform construction of UCC memorial
  - This project is 100% complete.

### ***Jackson Hall***

- Upgrades to Jackson Hall have begun.
  - Interior Paint complete
  - IT being rerouted for smart/hi flex classroom design
  - Soffits built for automated projection screens
  - Carpet ordered
  - Paneling removed and replaced with sheetrock
  - Lighting purchased and will begin installation next week.
  - BAS will be installed in next budget cycle after July 1.

### ***Lockwood Hall***

- Upgrades to Lockwood Hall have begun and is expected to be completed by mid-May and are 85% complete
- The improvements to Lockwood Hall are as follows:
  - Build Machine Shop
  - Storefront entry to building with clear direction to designated program areas.
  - Modern Entrance with displays and access.
  - Modification to provide all ADA and gender neutral restroom facilities (similar to TAP).
  - Improvements to Welding/Fabrication spaces
  - Technology upgrades
  - BAS control system upgrade
  - Improvements to Automotive Space
  - Utilize existing office space as future breakroom for staff and students
  - Utilize existing office space for tool crib for Welding/Fabrication.
  - Claim office space for all instruction in old Finance Office area.

### ***Landslide at PE Parking lot***

- Once repair project begins we estimate 8 weeks for completion. Completion of this project should not extend into 21/22 fiscal year.
- Job has been put out to bid with bid documents completed by Pinnacle Engineering.
- Site walkthrough was completed, some clarifying questions being addressed and will be posted in an addendum to the bid documents.

May 2021

Board Report

SLT Update: Office of Human Resources

**Online New Employee Orientation:**

The program is ready for assigning to newly hired employees. All current employees will also be invited to review the materials. The Office of Human Resources is greatly appreciative of the expertise and hard work of **Dan Wright** of UCOnline in creating an awesome presentation of UCC information for our employees!

**End-of-Year Celebration:**

Preparation is underway for this year's event and it is scheduled for Monday, June 14, 2021, from 12:00-1:00 p.m. The program recognizes 2020-21 accomplishments of employees: 10-, 20-, and 30-year service awards; retirements; and recipients of the Outstanding Faculty and Outstanding Classified Employee awards. The event will take place virtually, similar to last year's presentation, and a Zoom invitation will be sent soon.

**Electronic Processes Update:**

Progress is rapidly being made on the electronic new employee onboarding process! Key members of the IT Department recently provided a review and demonstration of the current status of the project.

**Specialty Career Pages:**

UCC's NeoEd applicant portal has been updated. Employment Opportunities have been broken out into 4 categories to make it easier for applicants to find the job they are looking for. These categories are Faculty and Part-Time Instructors, Admin & Full-Time Classified, Part-Time Classified, and Student Employment.

**Wellness Committee:**

The Wellness Committee has finalized and ordered gifts for staff in appreciation of all their hard work through the stress of this last year. Items will be arriving soon and will be packaged and delivered to departments to disperse.

**Office of Institutional Effectiveness****Accreditation Report**

The processes designed by collaborative cross-campus efforts from 2016-2019 have carried forward as a solid foundation for which to continue improvement and demonstrate compliance. The following compilation provides highlights of this half-year cycle (January to May 2021) in the 2016-2023 accreditation cycle and challenges looking forward to reaffirmation in 2023.

**Highlights****I. Strategic Plan**

The 2018-2023 Strategic Plan (SP) is set for annual progress review at the mid-summer SPOC meeting, date TBD.

**II. NWCCU****A. Accreditation Liaison Officer (ALO)**

- The ALO serves as the primary contact with Commission staff. “The ALO is selected by the President and has the time, knowledge, [status, visibility], and authority to engage in regular and direct communication about accreditation-related issues with the institution’s president, other offices and individuals on campus, and with the Commission” (NWCCU, 2020).
- President Debra Thatcher transferred ALO responsibilities from Provost Kacy Crabtree (interim ALO) to Jana Pierce, Director of Institutional Effectiveness (IED), on March 3, 2021.

**B. Policies, Regulations, and Financial Review Report (PRFR, 2022)**

- Expected timeline: Spring 2021 construction through fall completion of report, with report due March 1, 2022.
- Content creation is underway with multiple team members meeting with IED on a regular basis to establish consistency and clarity.
- The draft outline has been created with file storage drop (in G-drive) for members and links to published documents included as evidence in the report.
- Several PRFR team members mentioned that upon review it was evident there were items that could be clearer and/or should be created, or eliminated, to better align with NWCCU standards—an excellent byproduct of systematic assessment and continuous improvement!

**C. NWCCU Year-7 Evaluation of Institutional Effectiveness Report (EIE, 2023)**

- This report is also known as *reaffirmation*.
- Reaffirmation timeline: Spring determination of duties; construction of report continuing through year 2022; fall 2022 completion of report for Spring 2023 site visit; date TBD.
- Report draft outline and site visit schedule design is underway and responsibilities and templates construction are on schedule.

- Simultaneous compilation of both the PRFR and the Year-7 EIE will continue from this point forward (see Figure 1 for Reaffirmation Timeline).

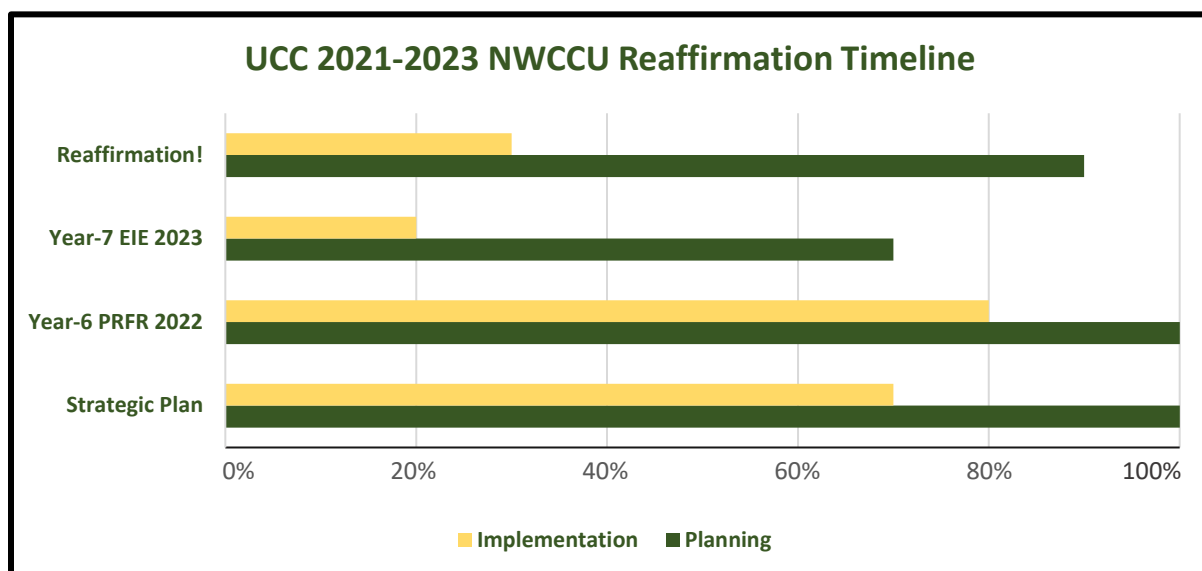
**III. Evidence & Documentation**

- A. Assessment of tracking and mapping methods to communicate efforts and fulfillment of NWCCU standards are underway and on schedule. Continued training for understanding and use of the tracking/mapping methods has four phases: a) current collaboration with faculty in design/affirmation phase; b) spring assessment workshop to review current practice and obtain feedback for future refinement; c) summer continued design, including a handbook; and d) fall 2020 implementation.
- B. Discussions regarding software to aid in program and outcomes assessment, curriculum management, and college catalog construction continue. Funding is available and decisions will be made soon as to what software would best fit with existing software and the current learning management system.


**Challenges**

The Year-7 EIE report focuses on student learning, student achievement, and program and outcomes assessment. The Office of the Provost and faculty have been working diligently to discuss, determine, evaluate, and create program and learning outcomes that are aligned with accreditation standards, but also represent the essence of learning faculty perceive as critical for students at UCC. This component of the Year-7 EIE report has undergone rigorous focus to determine alignment to the goals and projected timeline listed in the affirmed Fall 2020 Ad Hoc Report. An updated 2021 timeline that will allow for refinement of processes, more efficient assessment, and continued improvement is under development. With these efforts underway, we are on track to shift our 2020 self-assessed student achievement and learning status of *emerging*, to *developed*, for the 2023 reaffirmation cycle.

**Figure 1**





<p align="center"><b>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b></p>	<p align="center">___ Information Item <u>X</u> Action Item</p>
<p>Subject: Second Reading of Policy #3825 Public Art</p>	<p>Date: May 12, 2021</p>
<p>Board policy # 3825 Public Art is presented for Board approval. The associated administrative procedure (3825AP) has been modified to address concerns shared during the previous Board meeting.</p> <p>Changes:</p> <ul style="list-style-type: none"> <li>• The policy remains unchanged</li> <li>• Changes in the procedure:             <ul style="list-style-type: none"> <li>○ The addition of paragraph "A. Public Art Committee"</li> <li>○ The addition of item "B.7 One Community Member"</li> <li>○ The omission of previously numbered "F.2. Tax reporting responsibility rests with donors seeking a tax deduction for gifts valued at \$5000 or more." The Value of Donations paragraph has been re-lettered to "G".</li> </ul> </li> </ul>	
<p>Recommendation by:</p>	<p>Approved for Consideration:</p> 



## BOARD POLICY

**TITLE: PUBLIC ART**

**BOARD POLICY # 3825** *(was 211)*

- A. Public art is visual art that is placed in an accessible location to be shared by the campus community and campus visitors. Umpqua Community College recognizes that the visual arts support the mission of the College by engaging students and the community in understanding and appreciating culture, aesthetics, and diversity. Campus public art may be:
1. Temporary, semi-permanent, or permanent
  2. Installed inside or outside
  3. Created by students, faculty, staff, or professional artists
- B. Art media may include drawing, painting, photography, printmaking, sculpture, ceramics, fiber arts, electronic and digital media, and mixed media.
- C. All pieces of public art installed on campus must be based on the academic mission of the College and must promote appreciation of culture, aesthetics, and diversity. Public art installations are evaluated by a campus Public Art Committee (PAC) based on established criteria and requirements. The committee makes recommendations to the College President regarding:
1. Petitions from the college community to install works of art
  2. Requests for public art proposals
  3. Donations of public art through the UCC Foundation to the College
  4. Inclusion of public art works on campus

**RESPONSIBILITY:**

The Art Gallery Director is responsible for implementing and updating this policy. Specific guidance for policy implementation may be found in the associated Administrative Procedure(s).

**NEXT REVIEW DATE:**

**DATE OF ADOPTION: 6/13/2018**

**DATE(S) OF REVISION: # change 2/12/2012**

**DATE(S) OF PRIOR REVIEW:**



## ADMINISTRATIVE PROCEDURE

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**TITLE: Public Art**

**ADMINISTRATIVE PROCEDURE # 3825 (was 211)**

**RELATED TO POLICY # 3825 PUBLIC ART**

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### **A. Public Art Committee**

1. The Public Art Committee is an ad hoc committee and is called by the College President. Each time the Committee is needed, a call for volunteers will go out to the campus community. The Chair will also send a call through community partners to seek recommendations for a community member to serve. The Chair will select the committee, with a goal of finding members with diverse backgrounds and experiences.
2. The Committee Chair (the Art Gallery Director) is responsible for educating the committee about the scope and goals for the College's permanent collection and developing rubrics for each situation to guide the committee in making its recommendations to the President.

### **B. Composition of the Public Art Committee**

The Public Art Committee (PAC) includes:

1. Art Gallery Director (required to be a faculty member) - Committee Chair
2. Executive Director of the UCC Foundation
3. One additional faculty
4. One additional administrator
5. Two classified staff
6. Two students
7. One community member
8. Representative of Facilities to be consulted as needed

### **C. Authority of the Public Art Committee**

The PAC advises the President on matters related to the installation of visual art in public spaces (with the exception of the Art Gallery and exhibit spaces within Whipple Fine Arts Building, which is overseen by the Fine Arts Department). The final decision on the disposition of public art rests with the College President. The PAC:

1. Makes recommendations to the College President to accept or deny proposed public art installations
2. Works with College departments to ensure that the installation is feasible, safe, appropriate, secure, and aligned with the mission of the College
3. Encourages inclusion of public visual art in major renovations and new campus building construction
4. Oversees proper signage of works of public art in consultation with Communications and Marketing, Facilities, and the College President

### **D. Types of Proposals Considered**

The following definitions apply to proposals requiring review by the Public Art Committee and its recommendation to the College President:

1. Permanent installation: Permanent property of the College and/or installed for more than three (3) years
2. Semi-permanent installation: May or may not be property of the College; installed for one (1) to three (3) years
3. Temporary installation: May or may not be property of the College; typically installed for one (1) week to one (1) year, as appropriate to the type of art and its location

### **E. Method of Selection/Acquisition**

The following acquisitions may be made in consultation with the PAC:

1. Donation through the UCC Foundation with or without restrictions
2. Direct selection that is purchased or commissioned
3. Open competition
4. UCC student art connected to the student's academic coursework in the visual arts
5. Community-based projects involving the leadership of an artist

## F. Selection Process

1. **Selection Rubrics.** The PAC develops rubrics that are specific to different types of visual art to be used in the selection process. The rubrics address:
  - a. Rationale for the acquisition/installation
  - b. Fit with the College's mission
  - c. Contribution to developing appreciation for culture, aesthetics, and diversity
  - d. Medium and category of art
  - e. Artistic merit
  - f. Artist/artist selection
  - g. Condition of the art
  - h. Proposed location
  - i. Installation, maintenance, and removal costs
  - j. Signage
  - k. Activities associated the acquisition/installation
  - l. Storage capacity for permanent acquisitions
2. **Donations.** Any potential donated work must first be discussed with the Executive Director of the Foundation and the Chair of the PAC before any agreements are made with the donor or any art is accepted by the College.
  - a. Preliminary review addresses and documents the appropriateness of the work to the College, including fulfillment of a need to diversify the College's art collection, artistic merit, size, material, condition, site suitability, installation costs, and maintenance costs.
  - b. If a recommendation is to give the work further consideration, the PAC meets to evaluate the work using the appropriate rubric.
  - c. The committee may also call for open meetings with specified campus parties to further discuss the acquisition.

The PAC makes a recommendation to accept or to decline the gift to the College President. The President's final decision is conveyed to the donor by the Executive Director of the Foundation. No works can be accepted with a guarantee in perpetuity concerning circumstances of its use or exhibition or with other restrictions regarding its disposition.

3. **Purchases.** Any department or group of college community members may propose to purchase works of art, if they have the funds to do so. Purchases are subject to all procurement rules, including nepotism prohibition. The purchasing group must submit a proposal to the PAC that addresses criteria listed in the appropriate rubric. The PAC makes a final recommendation to accept or to decline the purchase to the College President.
4. **Competitions.** Any department or group of college community members may propose to host a competition that will result in the acquisition of public art, if they have the funds to host the competition and to make a purchase of art. Hosts/purchasers must provide a proposal to the PAC that includes:
  - a. Scope of visual arts and types of artists to be included
  - b. Description of the competition, including responsible parties and marketing plans
  - c. Budget and source of funds
  - d. Schedule for the competition
  - e. Installation timeline

In addition, the hosts/purchasers must address all criteria in the appropriate rubric(s) developed by the PAC. The PAC makes recommendations to the College President.

5. **Semi-Permanent and Temporary Installations.** The PAC entertains proposals from groups or individuals in the College community. The PAC reviews proposals with the appropriate rubrics for the type of art under consideration. The PAC makes recommendations to the College President. As part of the proposal review process, artists must be notified that the College does not provide insurance for semi-permanent and temporary installations.
6. **Installation of Works by UCC Student Artists.** In general, works of public art by UCC student artists are semi-permanent or temporary. Proposals to the PAC for installation of UCC student works of public art must include:
  - a. Explanation of the student's academic and artistic work, including medium, category, and artistic merit
  - b. Written endorsement from a UCC visual arts faculty member
  - c. Proposed location for the installation
  - d. Proposed dates of the installation
  - e. Length of the exhibition

- f. Installation, maintenance, and removal costs
- g. Signage
- h. Activities, if any, associated with the installation

The PAC makes recommendations to the College President.

#### **G. Valuation of Donations**

1. Donors bear the responsibility to determine the value of their gift(s) and to seek independent appraisal when appropriate.
2. College personnel are unable to evaluate gifts. Appraisals must be prepared by a “disinterested party”, and the Art Department does not qualify as a “disinterested party” for IRS purposes. See the Tax Reform Act of 1984 for more information.
3. Neither the PAC nor the Art Gallery Director will advise or counsel donors on tax benefits or procedures.

#### **H. De-accessioning**

1. De-accessioning is the practice of refining and improving the quality of art collections.
2. De-accessioning will not serve to provide operating funds; the process must be used only for acquisitions, student scholarships, or conservation of works of art.
3. An object, subject to de-accession, will fall under one of the following conditions:
  - a. Work is judged to be of poor quality, either intrinsically or in comparison with other objects of the same type
  - b. Work is redundant or duplicate
  - c. Work is clearly outside the collecting scope of the collections
  - d. Work’s physical condition is so poor that restoration exceeds value

#### **RESPONSIBILITY:**


The Art Gallery Director is responsible for implementing and updating this procedure.

#### **NEXT REVIEW DATE:**

**DATE OF ADOPTION: 4/10/2018 by cc**

**DATE(S) OF REVISION: # change 2/12/2021, 4/16/2021 Committee Membership (by SR)**

**DATE(S) OF PRIOR REVIEW:**

<b>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b>	<input checked="" type="checkbox"/> Information Item  <input type="checkbox"/> Action Item																																																																																				
Subject: First Reading of Policies	Date: May 12, 2021																																																																																				
<p><i>The following policies are coming to the Board for a first reading:</i></p> <table border="1" 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>607</td> <td>N/A</td> <td>Safety - delete</td> <td>1</td> </tr> <tr> <td>N/A</td> <td>3300</td> <td>Public Records</td> <td>2-3</td> </tr> <tr> <td>N/A</td> <td>6250</td> <td>Budget Management</td> <td>71-73</td> </tr> <tr> <td>N/A</td> <td>6335</td> <td>Departmental Supply Purchases</td> <td>78</td> </tr> <tr> <td>311.03</td> <td>6450</td> <td>Wireless or Cellular Telephone Use</td> <td>81-83</td> </tr> <tr> <td>N/A</td> <td>6530</td> <td>Use of College Vehicles</td> <td>89-90</td> </tr> <tr> <td>406</td> <td>6830</td> <td>Integrated Pest Management</td> <td>96-97</td> </tr> </tbody> </table> <p><i>The associated administrative procedures are being shared as an information item:</i></p> <table border="1" 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>3300</td> <td>Public Records</td> <td>4-13</td> </tr> <tr> <td>N/A</td> <td>4303</td> <td>Field Trip Travel and Excursions – Guidelines</td> <td>14-20</td> </tr> <tr> <td>N/A</td> <td>4500</td> <td>Student News Media</td> <td>21-29</td> </tr> <tr> <td>N/A</td> <td>4500</td> <td>Ancillary Attachment 1</td> <td>30-32</td> </tr> <tr> <td>N/A</td> <td>4500</td> <td>Ancillary Attachment 2</td> <td>33-59</td> </tr> <tr> <td>N/A</td> <td>4500</td> <td>Ancillary Attachment 3</td> <td>60-64</td> </tr> <tr> <td>N/A</td> <td>4500</td> <td>Ancillary Attachment 4</td> <td>65-70</td> </tr> <tr> <td>N/A</td> <td>6305</td> <td>Reserves</td> <td>74-77</td> </tr> <tr> <td>N/A</td> <td>6335</td> <td>Departmental Supply Purchases</td> <td>79-80</td> </tr> <tr> <td>311.03</td> <td>6450</td> <td>Wireless or Cellular Telephone Use</td> <td>84-88</td> </tr> <tr> <td>N/A</td> <td>6530</td> <td>Use of College Vehicles</td> <td>91-95</td> </tr> <tr> <td>406</td> <td>6830</td> <td>Integrated Pest Management</td> <td>98-104</td> </tr> </tbody> </table> <p><b>See 1<sup>st</sup> Reading Policies-Procedures addendum packet</b></p>		Old #	New #	Title	Addendum Page #	607	N/A	Safety - delete	1	N/A	3300	Public Records	2-3	N/A	6250	Budget Management	71-73	N/A	6335	Departmental Supply Purchases	78	311.03	6450	Wireless or Cellular Telephone Use	81-83	N/A	6530	Use of College Vehicles	89-90	406	6830	Integrated Pest Management	96-97	Old #	New #	Title	Addendum Page #	N/A	3300	Public Records	4-13	N/A	4303	Field Trip Travel and Excursions – Guidelines	14-20	N/A	4500	Student News Media	21-29	N/A	4500	Ancillary Attachment 1	30-32	N/A	4500	Ancillary Attachment 2	33-59	N/A	4500	Ancillary Attachment 3	60-64	N/A	4500	Ancillary Attachment 4	65-70	N/A	6305	Reserves	74-77	N/A	6335	Departmental Supply Purchases	79-80	311.03	6450	Wireless or Cellular Telephone Use	84-88	N/A	6530	Use of College Vehicles	91-95	406	6830	Integrated Pest Management	98-104
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<p style="text-align: center;"><b>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b></p>	<p style="text-align: center;"><input type="checkbox"/> Information Item <input checked="" type="checkbox"/> Action Item</p>
<p>Subject: Resolution No. 15, Issuance of Pension Bond Obligations</p>	<p>Date: May 12, 2021</p>
<p>The Board approval is requested to 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.</p>	
<p>Recommendation by:</p> <p><i>N. Brown</i></p>	<p>Approved for Consideration:</p> <p><i>Debra Hatcher</i></p>

## RESOLUTION NO. 15

**A RESOLUTION OF THE BOARD OF EDUCATION OF UMPQUA COMMUNITY COLLEGE, DOUGLAS COUNTY, OREGON, AUTHORIZING PARTICIPATION IN THE OREGON COMMUNITY COLLEGE DISTRICTS PENSION BOND PROGRAM; AUTHORIZING A FULL FAITH AND CREDIT PENSION BOND AND RELATED FULL FAITH AND CREDIT PENSION OBLIGATIONS, TO BE ISSUED IN ONE OR MORE SERIES.**

WHEREAS, the Board of Education of Umpqua Community College, Douglas County, Oregon, is authorized by Oregon Revised Statutes (“ORS”) 238.692 to 238.698, including any amendments thereto (the “Act”), to issue revenue bonds under ORS Chapter 287A to finance its pension liability;

WHEREAS, the Act and ORS 287A.315 permit the District to pledge its full faith and credit and taxing power within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution to pay those bonds;

WHEREAS, community college districts have a pooled unfunded pension liability to the Oregon Public Employees Retirement System (“OPERS”) and, based on the District’s portion of the total community college district payroll, the District’s allocated portion of the unfunded pension liability (the “Pension Liability”) is estimated to be \$17,147,577 as of December 31, 2019;

WHEREAS, ORS 238.697 requires that the District (1) obtain a statistically based assessment from an independent economic or financial consulting firm regarding the likelihood that investment returns on bond proceeds will exceed the interest cost of the bonds under various market conditions and (2) make a report (the “Report”) available to the general public that describes (a) the result of the assessment and (b) discloses whether the District has retained the services of an independent SEC-registered advisor;

WHEREAS, the Report is attached hereto as Exhibit A and the District has obtained an assessment (the “Assessment”), dated January 21, 2021 and further updated on April 15, 2021, from ECONorthwest, an independent economic consulting firm, which is attached to the Report;

WHEREAS, the District understands that the Assessment is based on facts and assumptions that are subject to change, including market projections that are anticipated to be updated by the Oregon Investment Council in June, 2021 and that in order to help evaluate the potential risk in the absence of updated market information, the Assessment was revised to include higher borrowing rate assumptions to approximate less-favorable future market conditions;

WHEREAS, current interest rates in the bond market are below 4.50 percent, creating the opportunity for the District to finance all or a portion of its unfunded pension liability and potentially reduce its costs;

WHEREAS, the Oregon Community College Districts Full Faith and Credit Pension Bond Program (the “Program”) is a structure whereby Oregon community college districts electing to participate in the Program (the “Participating Districts”) may simultaneously issue their full faith and credit pension bonds and, collectively, provide for the issuance, sale and delivery of Full Faith and Credit Pension Obligations, Series 2021 (the “Program Obligations”) representing proportionate interests of the registered owners of the Program Obligations in the aggregate amount of full faith and credit pension bonds of the Participating Districts; and

WHEREAS, the Program provides that each Participating District will be responsible solely for its obligations under its pension bond and/or bonds, and not for the obligations of any other Participating District under any other pension bond and/or bonds, except to the extent assumed as a surviving district; now therefore,

THE BOARD OF EDUCATION OF UMPQUA COMMUNITY COLLEGE, DOUGLAS COUNTY, OREGON RESOLVES:

**Section 1. Definitions.**

Unless the context clearly requires otherwise, the following terms shall have the following meanings:

“Additional Charges” means the fees and other charges of the Program Trustee, as defined in the Program Trust Agreement and any indemnity payments due under Section 6(3) hereof.

“Bond” means the District’s Full Faith and Credit Pension Bond, Series 2021 that is authorized by Section 2 of this Resolution.

“Bond Payment Date” means a date on which a Bond Payment is due.

“Bond Payments” means the principal and interest payments, including accreted interest under any deferred interest bond, due under the Bond, and any prepayment premium which is due if Bond principal is prepaid.

“Business Day” means any day other than a Saturday, Sunday or a day on which the Trustee is authorized by law to remain closed.

“District” means Umpqua Community College, Douglas County, Oregon, or its successors.

“District Official” means the College President, the Chief Financial Officer or any of such officer’s designees.

“Event of Default” refers to an Event of Default listed in Section 9(1) of this Resolution.

“Government Obligations” means direct noncallable obligations of the United States of America or noncallable obligations the principal of and interest on which are unconditionally guaranteed by the United States of America.

“Intercept Agreement” means the Intercept Agreement dated as of April 23, 2003, as amended and supplemented.

“Intercept Payment” means the amount paid by the State to the Program Trustee on behalf of the District under the Intercept Agreement.

“Participants” or “Participating Districts” means community college districts that participate in the Program.

“Program Obligations” means the Full Faith and Credit Pension Obligations issued by the Program Trustee under the Program Trust Agreement which represent proportionate and undivided

interest into right to receive Bond Payments and similar pension bond payments made by the other Participants in the Program.

“Program Trust Agreement” means a trust agreement between the Program Trustee and the Participants, in which the Program Trustee agrees to hold the Bond and distribute the Bond Payments to the owners of Program Obligations.

“Program Trustee” means U.S. Bank National Association, as trustee under the Program Trust Agreement, or its successors.

“Qualified Consultant” means an independent certified public accountant, an independent municipal advisor, and having experience and expertise in the analysis of defeasance escrows, who is selected by the District.

“Resolution” means this Resolution, including any amendments made in accordance with Section 7 of this Resolution.

“Security Payments” means the payments defined in the Program Trust Agreement and referenced in Section 4(3) of this Resolution.

“Special Counsel” means Hawkins Delafield & Wood LLP, Portland, Oregon

“State” means the State of Oregon, or any agency thereof.

“State Education Revenues” means any state funding for community college districts legally available to pay debt service on the pension bonds that is distributed by the State, or any successor agency charged with distributing any funds mandated pursuant to ORS 341.626.

“Underwriter” means Piper Sandler & Co., Portland, Oregon and any co-managers to be determined at their discretion.

## **Section 2. Bond Authorized.**

(1) The District hereby authorizes the issuance, sale and delivery of its Bond, in accordance with this Resolution and in an amount which does not exceed the amount necessary to produce net proceeds equal to the District’s Pension Liability as reported by the OPERS’s actuary as of the expected date of the lump sum payment, plus the costs of issuing and selling the Bond and the District’s allocated share of the costs of issuing and selling the Program Obligations.

(2) Bond proceeds shall be used to pay all or a portion of the District’s unfunded pension liability to OPERS and to pay costs of issuing and selling the Bond and the District’s allocated share of the costs of issuing and selling the Program Obligations. The District may direct that a portion of the Bond proceeds be directly paid to OPERS after closing and a portion be retained by the Program Trustee for payment to OPERS over time as directed by the District Official. The issuance of the Bond and participation in the Program shall not obligate the District to pay any portion of another community college district’s liability.

(3) The Bond shall be a “federally taxable bond” which bears interest that is not excludable from gross income under Section 103(a) of the Internal Revenue Code of 1986, as amended. Interest will, however, be exempt from Oregon personal income taxation.

(4) OPERS currently charges the District a rate of 7.20 percent per annum on its unfunded liability because that is the assumed rate of return that OPERS expects, over the long term, to earn on its investments. Issuing Bonds at a lower rate of interest and depositing proceeds at OPERS in a Side Account (“Side Account”) may reduce costs for the District if the rate of return on the Bond proceeds deposited in the Side Account exceeds the borrowing costs. To maximize the potential for the rate of return on the OPERS fund to exceed the rate of interest on the Bond, the Bond shall not be sold at a true interest cost of more than 3.50% per annum.

(5) The District Official shall compare the cash flows required to pay the Bond to the payroll rate credit currently estimated from the Side Account and determine a Bond structure which the District Official estimates will be advantageous to the District.

(6) The District Official is authorized to execute a letter to be sent to OPERS requesting the necessary payoff figures and to pay any fees required in connection therewith or, if such letter has been executed prior hereto, the Board hereby ratifies such action.

### **Section 3. Delegation.**

The District Official may, on behalf of the District, and without further action by the Board:

(1) Participate in the preparation of, authorize the distribution of, and deem final any official statement or other disclosure documents relating to the Bond or the Program Obligations.

(2) Establish the final principal amount, Bond Payment schedule, interest rates, sale price and discount, prepayment terms, payment terms and dates, and other terms of the Bond.

(3) Negotiate the terms of, and enter into a bond purchase agreement which provides for the acquisition of the Bond by the Program Trustee and, if required, execute a letter of intent prior to the sale.

(4) Execute and deliver the Program Trust Agreement, which authorizes the Program Trustee to issue the Program Obligations, and any other agreements or documents which may be required for participation in the pension bond program.

(5) Execute and deliver the Bond to the Program Trustee, provided the Bond shall also be executed with the facsimile signature of the Chair of the Board of Education of the District.

(6) Undertake to provide continuing disclosure for the Bond and the Program Obligations in accordance with Rule 15c2-12 of the United States Securities and Exchange Commission.

(7) Apply for ratings on the Bond or the Program Obligations and purchase municipal bond insurance or obtain other forms of credit enhancements for the Bond or the Program Obligations, enter into agreements with the providers of credit enhancement, and execute and deliver related documents.

(8) Execute and deliver the Intercept Agreement and any related documents, including a certificate demonstrating that the State Education Revenues distributed to the District in each of the three most recently completed fiscal years are not less than two (2.0) times the average annual debt service on the Bond and any other outstanding pension bonds issued by the District under the Intercept Agreement..

(9) Execute and deliver any agreements or certificates and take any other action in connection with the Bond, the Program Obligations, the Intercept Agreement and OPERS administrative

rules which the District Official finds is desirable to permit the sale and issuance of the Bond and the Program Obligations in accordance with this Resolution.

**Section 4. Security for Bond.**

(1) The District shall pay the amounts due under the Bond from any and all of its legally available taxes, revenues and other funds as authorized by the Act. The District hereby pledges its full faith and credit and taxing power within the limitations of Sections 11 and 11b of Article XI of the Oregon Constitution to pay the amounts due under the Bond pursuant to ORS 287A.315.

(2) To provide additional security for the Bond, the District agrees to enter into the Intercept Agreement.

(3) In the event funds under the Intercept Agreement are insufficient or unavailable or the Intercept Agreement is not in full force and effect for any reason, the District shall make Security Payments to the Program Trustee in accordance with the terms of the Program Trust Agreement.

(4) This Resolution shall constitute a contract with the Program Trustee, and the owners of the Program Obligations shall be third-party beneficiaries of that contract.

**Section 5. Prepayment.**

The principal component of Bond Payments shall be subject to prepayment on the dates and at the prices established by the District Official pursuant to Section 3(2) and in accordance with the Program Trust Agreement.

**Section 6. Covenants.**

The District hereby covenants and agrees with the Program Trustee for the benefit of the owners of the Program Obligations as follows:

(1) The District shall promptly cause Security Payments and the principal, premium, if any, and interest on the Bond to be paid as they become due in accordance with the provisions of this Resolution and the Bond.

(2) The District covenants for the benefit of the Program Trustee to pay the Additional Charges reasonably allocated to it by the Program Trustee, in accordance with the invoices for such Additional Charges which are provided by the Program Trustee.

(3) To the extent permitted by law, the District covenants and agrees to indemnify and save the Program Trustee harmless against any loss, expense or liability which is reasonably allocable to the District and which the Program Trustee may incur arising out of or in the exercise or performance of its duties and powers under the Program Trust Agreement relating to the Bond, including the costs and expenses of defending against any claim or liability, or enforcing any of the rights or remedies granted to it under the terms of the Program Trust Agreement in connection with the Bond, excluding any losses or expenses which are due to the Trustee's breach of fiduciary duties, negligence or willful misconduct. The obligations of the District under this Section 6(3) shall survive the resignation or removal of the Program Trustee under the Program Trust Agreement and the payment of the Program Obligations and discharge under the Program Trust Agreement. The damages claimed against the District shall not exceed the damages which may be allowed under the Oregon Tort Claims Act, Oregon Revised Statutes Section

30.260, et seq., unless the provisions and limitations of such act are preempted by federal law, including, but not limited to the federal securities laws.

(4) The District covenants not to merge, consolidate or dissolve unless the District's Bond has been defeased or the obligation for payment of the Bond has been assumed by the successor entity.

**Section 7. Amendment of Resolution.**

The District may amend this Resolution only with the consent of the Program Trustee.

**Section 8. State Intercept Agreement.**

The District Official is hereby authorized to negotiate and enter into the Intercept Agreement with the State whereby appropriations from the State that would otherwise be paid to the District are diverted to the Program Trustee for the purpose of payment of debt service on the Bond. Any such agreement with the State does not relieve the District of its liability to make payments on the Bond.

**Section 9. Default and Remedies.**

(1) The occurrence of one or more of the following shall constitute an Event of Default under this Resolution:

(A) Failure by the District to pay Bond principal, interest or premium when due (whether at maturity, or upon prepayment after principal components of Bond Payments have been properly called for prepayment);

(B) Except as provided in Section 9(1)(A) above, failure by the District to observe and perform any other covenant, condition or agreement which this Resolution requires the District to observe or perform for the benefit of Program Trustee, which failure continues for a period of 60 days after written notice to the District by the Program Trustee specifying such failure and requesting that it be remedied; provided however, that if the failure stated in the notice cannot be corrected within such 60 day period, it shall not constitute an Event of Default so long as corrective action is instituted by the District within the 60 day period and diligently pursued, and the default is corrected as promptly as practicable after the written notice referred to in this Section 9(1)(B); or,

(C) The District is adjudged insolvent by a court of competent jurisdiction, admits in writing its inability to pay its debts generally as they become due, files a petition in bankruptcy, or consents to the appointment of a receiver for the installment payments.

(2) The District's failure to make Bond Payments or Security Payments constitutes an Event of Default as set forth above independently of whether or not the State complies with the provisions of the Intercept Agreement.

(3) The Program Trustee may waive any Event of Default and its consequences, except an Event of Default described in Section 9(1)(A).

(4) If an Event of Default occurs and is continuing the Program Trustee may exercise any remedy available at law or in equity; however, the Bond Payments shall not be subject to acceleration, and the District shall be responsible solely for its Bond Payments and any Additional Charges reasonably allocated to it.

(5) No remedy in this Resolution conferred upon or reserved to the Program Trustee is intended to be exclusive and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Resolution or now or hereafter existing at law or in equity, including allowing the State to withhold future payments. No delay or omission to exercise any right or power accruing upon any default shall be construed to be a waiver thereof, but any such right and power may be exercised from time to time and as often as may be deemed expedient. To entitle the Program Trustee to exercise any remedy reserved to it, it shall not be necessary to give any notice other than such notice as may be required by this Resolution or by law.

#### **Section 10. Defeasance.**

(1) The District may defease all or any portion of the Bond Payments in accordance with this Section 10. The District shall be obligated to pay any Bond Payments that are defeased in accordance with this Section 10 solely from the money and Government Obligations which are deposited in escrow pursuant to this Section 10, unless the amounts available in escrow are insufficient to make the Bond Payments. Bond Payments shall be deemed defeased if the District:

(A) irrevocably deposits money or noncallable Government Obligations in escrow:

(i) with an independent trustee or escrow agent which mature and pay interest in amounts which are calculated to be sufficient, without reinvestment, to make all the Security Payments associated with the Bond Payments which are to be defeased on their maturity dates, and to make any prepayments of Bond Payments described in Section 5 on the dates those prepayments are required to be made if any principal components of defeased Bond Payments are to be prepaid; or

(ii) with the Program Trustee, which mature and pay interest in amounts which are calculated to be sufficient, without reinvestment, to make when due all the Bond Payments which are to be defeased on their maturity or prepayment dates; and,

(B) provides irrevocable notice of any prepayments which are to occur in connection with the defeasance to the Program Trustee at least 50 days prior to the prepayment; and,

(C) files with the escrow agent or trustee an opinion from a Qualified Consultant to the effect that the money and the principal and interest to be received from the Government Obligations are calculated to be sufficient, without further reinvestment, to pay the Security Payments and prepayments of Bond Payments described in Section 10(1)(A).

(2) The District shall notify the Program Trustee promptly of any defeasance of Bond Payments.

#### **Section 11. Rules of Construction.**

In determining the meaning of provisions of this Resolution, the following rules shall apply unless the context clearly requires application of a different meaning:

(1) References to section numbers shall be construed as references to sections of this Resolution.

(2) References to one gender shall include all genders.



(3) References to the singular shall include the plural, and references to the plural shall include the singular.

**Section 12. Effective Date.**

This resolution shall take effect on the date of its passage by the District.


ADOPTED by the Board of Education of Umpqua Community College, located in Douglas County, Oregon this 12<sup>th</sup> day of May, 2021.

**UMPQUA COMMUNITY COLLEGE  
DOUGLAS COUNTY, OREGON**

By: \_\_\_\_\_  
Steve Loosley, Chair

**ATTEST:**

By: \_\_\_\_\_  
Debra Thatcher, President

<p style="text-align: center;"><b>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b></p>	<p style="text-align: center;">___ Information Item <u>X</u> Action Item</p>
<p>Subject: UCC Fire Science and Fire District 2 Collaborative Project Proposal</p>	<p>Date: May 12, 2021</p>
<p>Douglas County Fire District #2 and UCC's Department of Health &amp; Emergency Services request Board of Education endorsement of an initiative to investigate the potential for building a fire station that would house UCC Fire Science students. The preliminary stages of research and budget development for the project are currently in progress.</p> <p>This fire station would provide the following benefits to UCC students.</p> <ol style="list-style-type: none"> <li>1) Real-life experience replicating that of a career firefighter (onsite learning lab)</li> <li>2) More consistent training opportunities for students</li> <li>3) A sense of ownership and pride in UCC's Fire Science program as the College educates and trains the next generation of fire science professionals</li> </ol> <p>A steering committee is being formed, the Treven Anspach Memorial Fire Station Steering Committee, and plans to meet in mid-May, pending BOE approval to move forward.</p>	
<p>Recommendation by:</p>	<p>Approved for Consideration:</p> 

<p style="text-align: center;"><b>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b></p>	<p>___ Information Item</p> <p><u>X</u> Action Item</p>
<p>Subject: Resolution No. 17 Honoring Dr. Debra H. Thatcher, President</p>	<p>Date: 5/12/2021</p>
<p>In recognition of her service to Umpqua Community College, Chair Loosley will present Resolution No. 17 – Honoring Dr. Debra H. Thatcher, President.</p>	
<p>Recommendation by:</p>	<p>Approved for Consideration:</p>