#### **UMPQUA COMMUNITY COLLEGE**

Umpqua Community College transforms lives and enriches communities.

Executive Session, 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.

Work Session, 4:30 p.m.: Enrollment Update

### VOL. LVI, No. 11 BOARD OF EDUCATION MEETING June 8, 2022; 5:30 p.m.; TAP 15

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

		AGEND	Α		
Steve Guy k Twila	BERS: Loosley, Chair Cennerly, V. Chair McDonald in "Bud" Smith	David Littlejohn Erica Mills Randy Richardson		ADMINISTRATION: Rachel Pokrandt	
l.	CALL TO ORDER			Chair Loosley	
II.	ATTENDANCE			Chair Loosley	
III.	PLEDGE OF ALLEGIANCE			Chair Loosley	

#### IV. CITIZEN COMMENTS

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

V. CONSENT AGENDA Chair Loosley pp 1-7

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

VI. CHANGES TO THE AGENDA

**Chair Loosley** 

INTRODUCTIONS p 8

A. Tori Ruiz, Resource Navigator Missy Olson
B. Joel Goodwillie, Winery Manager Robin Van Winkle

REPORTS pp 9-10

A. Standing Reports

ASUCC Report
 ACEUCC Report
 UCCFA Report
 UCCFAPT Report
 Chair Report
 Chair Loosley
 President's Report
 Amanda Cerda
 Becky Kipperman
 John Blackwood
 Jenny Friedman
 Chair Loosley
 Rachel Pokrandt

**B.** Informational Report

OCCA Executive Director Update
 Pre-Apprenticeships
 Robin Van Winkle

VII. OLD BUSINESS

A. Resolution No. 16 – City water right transfer Chair Loosley & Dir. Kennerly pp 11-12

VIII. NEW BUSINESS

A. Resolution No. 17 – Adopting the Budget Katie Workman pp 13-16
B. ACEUCC Contract Kelley Plueard p 17
C. Annual performance review of Dr. Pokrandt Chair Loosley

IX. ORGANIZATION Chair Loosley

A. Election of Chair for 2022-23B. Election of Vice Chair for 2022-23

X. BOARD COMMENTS

XI. ADJOURNMENT Chair Loosley

#### **UPCOMING MEETINGS:**

- Special Board Meeting, June 13, 4:30 pm; youtube.com/Umpqua.cc
- Regular Board Meeting September 14; time and location TBA

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

Recommendation by:

Roynne Wilgus

Approved for Consideration:

Jetrel Blwaudt

## UMPQUA COMMUNITY COLLEGE BOARD MINUTES May 11, 2022

The Umpqua Community College Board of Education had a regular meeting on Wednesday, May 11, 2022, in the Danny Lang Teaching Learning and Event Center at Umpqua Community College in Roseburg, Oregon; the meeting was live-streamed on YouTube. The meeting opened at 6:30 p.m. with a formal budget hearing. The 2022-23 Budget process was briefly explained; there were no comments. The regular Board meeting was called to order by Chair Loosley at 6:33 p.m. and the pledge of allegiance was given.

**Directors present:** David Littlejohn, Steve Loosley, Erica Mills, and Bud Smith **Directors excused:** Guy Kennerly, Twila McDonald, and Randy Richardson

#### Others present:

Rachel Pokrandt, Robynne Wilgus, Suzi Pritchard, Natalya Brown, Tim Hill, Jesse Bjornsen, Linda Samek, and Jana Pierce

**Citizen Comments:** There were none.

#### **Consent Agenda:**

- 1. Minutes of College Board Meeting of April 20, 2022
- 2. Minutes of Budget Committee Meeting of April 7, 2022
- 3. Minutes of Budget Committee Meeting of April 21, 2022
- 4. Personnel Actions
- Second Reading of Board Procedures

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

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

#### **REPORTS**

#### **Standing reports:**

- ASUCC Report Amanda Cerda, President: A written report was submitted.
- Chair Report Steve Loosley, Chair: An executive session was held for the CEO evaluation. The purpose of the evaluation is continuous improvement and success for the president. Chair Loosley and Dir. Kennerly will meet with President Pokrandt in the next few weeks and make a public comment at the June Board meeting. A few highlights from Board Agenda packet reports were shared.
- President's Report Rachel Pokrandt, Ph.D: Highlights were shared from the written report that was submitted. Success stories: Forestry internship program, the recent track and field team meet, and the value that athletic students bring to the college community. On-campus event bookings continue to increase. A STEAM extravaganza will take place during the upcoming weekend along with a viewing of the lunar eclipse at the Paul Morgan Observatory. Enrollment for the newly created Friday Career Academy program is open and nearly ¾ full. The program is

now fully funded for 3 years with awards from The Ford Family Foundation and the state. Mechatronics funding has been received from the Southern Oregon Workforce Investment Board; the certificate program prepares students to work in advanced manufacturing and is supported by local industry. The implementation of Banner 9 begins this month; it will be a platform for the coming future technology. The College's 7-year review accreditation visit will be April 19-21, 2023.

#### Informational report:

• Marketing Report – Suzi Pritchard, Dir. Communications and Marketing: Work has been focused on the presidential priorities. The 30-second video ad has 162k views with a 98% completion rate. All photography has been replaced showcasing our students. Statistics were shared regarding recent campaigns, support for campus visits and recruitment, and social media accounts. Delivery methods for Community Connections are being evaluated. The marketing media mix breakdown was reviewed. UCC has been seen digitally 1.1 million times from Nov. 1, 2021 through April 30, 2022. A new intranet website was established to communicate with employees; an addition to the weekly newsletter. Updates were made last fall to the Umpqua.edu website resulting in an increase in pageviews and a 55% increase in inquiry leads. The current platform is outdated and has many challenges. AHM Brands will work with UCC to deliver a new website. Reaction from the board was positive, stating how the marketing work is brilliant and UCC has been made to look more modern in such a short time.

#### **OLD BUSINESS**

A reworked version of policy #2411 Board of Education Position on Non-Mission Related Issues was presented for a first reading. The policy allows for freedom of speech for individual Board members and will serve in keeping the Board focused on governing the college.

#### **NEW BUSINESS**

Natalya Brown, Chief Financial Officer, presented Resolution No. 16 Requesting the water right transfer from the Woolley Center to the City of Roseburg. There was discussion on the value of the water right and the fiduciary obligation to do what is in the best interest for the college. The topic will be addressed at a future meeting.

President Pokrandt explained a recently submitted request for capital construction state funding. The request is for \$8 million and requires a match. The plan is to replace the current administration building with a welcome center and medical center training hub. This would be a two-story building to serve as a clear "front door" to the College. The facility will help the College be student-centered by housing one-stop onboarding, student support services, and instructional lab space for medical careers programming. The current estimated cost of \$17,351,225.10 is anticipated to change. The best-case scenario for the availability of funding is January 2025. The funding request is moving through the state approval process with the final outcome being known by the end of the 2023 legislative session.

Board comments – There were none.	
Meeting adjourned at 7:54 p.m.	
Respectfully submitted,	Approved,
Rachel Pokrandt, President Secretary of the Board	Steve Loosley Chair of the Board
Recorded by Robynne Wilgus	

2<sup>nd</sup> reading Board Procedures: 2110AP, 2310AP, 2320AP, 2510AP, 2610AP, 2710AP

Attached to the permanent minutes:
Personnel Actions

TO: UCC Board of Education

FROM: Kelley Plueard, Director of Human Resources

SUBJECT: Personnel Actions

DATE: June 8, 2022

Board approval is requested on the following personnel actions:

#### **Administrative Hires:**

Ellen Brown, Director of Operations-Foundation – Effective July 1, 2022

Adele Grubb, Grants Manager – Effective June 16, 2022

Kent Lucas, Truck Driving Instructor & Supervisor – Effective June 1, 2022

#### **Faculty Hires:**

n/a

#### Resignations/Separations

Christina Allaback, Theatre Instructor – Effective June 14, 2022

Jules DeGiulio, Purchasing Manager - Effective June 30, 2022

Ede Kramer, Nursing Instructor – Effective June 14, 2022

Stuart Kramer, Math Instructor – Effective June 30, 2022

Whitney Pitalo, Assistant Director of Athletics - Effective June 7, 2022

Janine Roza, Temporary Geology Instructor – Effective June 14, 2022

BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	Information ItemX Action Item
Subject: Resolution #18, Interfund Borrowing for fiscal year 2022-2023	Date: June 8, 2022
Board approval is requested to permit short term use of f fund for the 2022-2023 fiscal year. By the end of the fisca cash position.	
Recommendation by:	Approved for Consideration:
Meroun	Detrel Blwandt

BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	Information ItemX Action Item
Subject: Resolution #19, Establishing Clerk, Deputy Clerk, and Budget Officer	Date: June 8, 2022
Board approval is requested to designate Dr. Rachel Pokra Brown as the Deputy Clerk and Budget Officer for the 202	
Recommendation by:	Approved for Consideration:
Merown	Detre Pelwandt

	UMPQUA COI	OF EDUCATION MMUNITY COLLEGE OUNTY, OREGON	Information Item _X Action Item
Subject:	Second Read	ling of Policies	Date: June 8, 2022
The foll	lowing policies	and procedure are coming to the	Board for a first reading:
	#	TITLE	Addendum Page #
	2411	BOE Position on Non-Mission F	Related Issues 1
	5015	Residence Determination	2
	See 2 <sup>nd</sup> Readin	ng Policies addendum packet	
Recomme	endation by:		Approved for Consideration:

BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	X_ Information Item Action Item
Subject: Introductions  Resource Navigator – Tori Ruiz Winery Manager – Joel Goodwillie	Date: June 8, 2022

#### Meet Tori Ruiz, Resource Navigator:

Tori Ruiz is graduating this June from UCC with an associate degree in Medical Office Administration. She plans to continue her education and obtain a bachelor's degree in interdisciplinary studies with minors in communications and business. Tori's experience as both a UCC student and as someone who has personally navigated community resources provides great insight into her work helping eliminate barriers for students. She is building strong partner connections, helping students find financial resources for both classes and living expenses, and ensuring students know all campus and community supports to be successful.

Tori considers herself a lifelong learner and hopes to grow her small crafting business. She also hopes to use her education to show other small local vendors how to manage and grow their businesses by opening a crafter's vendor mall.

Meet Joel Goodwillie, Winery Manager:

UCC is pleased to welcome Joel Goodwillie as the UCC Winery Manager at the Southern Oregon Wine Institute. The Winery Manager is responsible for managing activities and services of the college winery and growing the profile of Southern Oregon Wine Institute in support of the regional wine industry and partners.

Joel brings extensive experience in the wine and cider industry including owning and managing numerous businesses including Mountain West Hard Cider, Wind River Cellars, Bad Seed Cider and Callahan Ridge Winery. In addition to technical skills, Joel brings business, strategic planning and implementation, marketing, sales, and customer relations experience. Helping guide those new to the industry and the cofounding of the Columbia Gorge Wine Association are aspects that Joel is most proud of in his career. UCC is thrilled to have Joel join our team.

Recommendation by:	Approved for Consideration:
	Detrel Pelwandt

l	BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON		Action Item
Subject:	Reports		Date: June 8, 2022
STANDI	NG REPORTS		
1.	ASUCC Report	Aman	da Cerda, ASUCC President
2.	ACEUCC Report	Becky	Kipperman, ACEUCC President
3.	UCCFA Report	John E	Blackwood, UCCFA President
4.	UCCFAPT Report	Jenny	Friedman, UCCFAPT President
5.	Chair Report	Steve	Loosley, Board Chair
6.	President's Report	Rache	l Pokrandt, President
INFORM	MATIONAL REPORTS		
1.	OCCA Executive Director Report	Morga	an Cowling, OCCA Executive Director
2.	Pre-Apprenticeships	Robin	Van Winkle, Dean Community Ed. & Partnerships
Recomme	endation by:		Approved for Consideration:

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

It has been a pleasure to serve as ASUCC President for the 2021-22 academic year. With the end of my term nearing, I want to make sure that everyone knows how grateful I am for the experience. The team and I have been able to accomplish so much!

We will be providing snacks and drinks to students in the Library and Student Center Lobby next week for 'Crunch Week Munchies' in order to support students through week 10 as they study for finals. We will also be holding our Winning Wednesday Bingo and Thankful Thursday events in the center.

I am excited to be speaking at graduation and am really looking forward to sending off our current graduates with a few words of wisdom and encouragement.

Elections for next year's team have been finalized and we are ecstatic that Larisa Czerknowski will be stepping into the President role and Melissa Wilkins will be serving as Vice-President. Nakaela Hunt will be returning as the Business Manager and Anthony Gordon will be returning as the Public Relations Officer.

The team is still looking for an Activities Officer at this time.

Thank you all so much for your patience with us this year. I am sad that my position is nearing its end but am looking forward to my next adventure.

Dexter Patching, Vice-President is graduating. Congratulations to all of this year's graduates for all of their accomplishments.

Amanda Cerda ASUCC President (she, her, hers)

BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	Information Item _x Action Item
Subject: Resolution No. 16, Requesting the water right transfer from the Wooley Center to the City of Roseburg	Date: June 8, 2022
Board approval is requested to transfer the water right	t from the Wooley Center to the City of Roseburg.
Recommendation by:  Marown	Approved for Consideration:

#### **UMPQUA COMMUNITY COLLEGE**

#### **RESOLUTION NO 16 FY 21-22**

#### RESOLUTION APPROVING THE TRANSFER OF WATER RIGHT TO THE CITY OF ROSEBURG

**WHEREAS,** Wooley Center property owned by Umpqua Community College (the College) has the water right retained through original 1979 quitclaim deed that is overlap with the City of Roseburg; and

**WHEREAS,** The College's property has practical limitations on UCC's ability to use the water right as the water right is located on land owned by the City; and

WHEREAS, The City of Roseburg requested the College to transfer the water right back to the City; and

**NOW THEREFORE BE IT RESOLVED,** The Board of Education does hereby authorize and direct the Chief Financial Officer to execute the necessary documents for the transfer of the water right to the City of Roseburg.

ADOPTED: June 8, 2022	
Clerk of the Board	UCC Board Chair

BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	Information ItemX Action Item
Subject: Resolution #17, Adopting the Budget	Date: June 8, 2022
The Board is requested to adopt the budget and make appresented.	propriations for the 2022-2023 year as
Recommendation by:	Approved for Consideration:
Nerown	Detrel Blusudt

# UMPQUA COMMUNITY COLLEGE RESOLUTION NO. 17

#### ADOPTING THE BUDGET

BE IT RESOLVED, that the Board of Education of Umpqua Community College hereby adopts the budget for the fiscal year 2022-2023 in the total of \$73,752,819 now on file in the Library of Umpqua Community College, 1140 Umpqua College Road, Roseburg, Oregon and online at https://www.umpqua.edu/budget-documents

BE IT RESOLVED, that the amounts for the fiscal year beginning July 1, 2022, and for the purposes shown below are hereby appropriated:

GENERAL FUND		CAPITAL PROJECTS FUND	
Instruction	9,213,814	Facilities Acquisition/ Construction	612,729
Instruction Support	1,821,518	Reserves	604,000
Student Services	3,578,790	Total	1,216,729
College Support Services	8,289,928		
Financial Aid	650,000	DEBT SERVICE FUND	
Transfers	3,119,340	Debt Service	2,663,720
Contingencies	1,982,702	Unappropriated End. Fund Balance	3,523,284
Reserves	8,489,578	Total	6,187,004
Total	37,145,670		
		INSURANCE FUND	
Special Revenue Fund		College Support Services	569,275
GRANTS & CONTRACTS		Contingencies	50,298
Instruction	1,242,775	Total	619,573
Instruction Support	733,134		•
Community Services	319,330	ENTERPRISE FUND	
Student Services	3,585,493	Instructional Support	36,417
College Support Services	416,537	Student Services	1,177,866
Total	6,297,269	Community Services	229,532
		Contingencies	200,000
Special Revenue Fund		Total	1,643,815
ADMINISTRATIVELY RESTRICTED			
Instruction	3,062,782	INTERNAL SERVICE FUND	
Instruction Support	999,562	College Support Services	95,000
Community Services	130,000	Unappropriated End. Fund Balance	848,441
Student Services	1,428,650	Total	943,441
College Support Services	1,329,814		
Transfers	91,000	AGENCY FUND	
Contingencies	1,716,287	Student Services	131,400
Reserves	1,104,000	Total	131,400
Total	9,862,095		
FINANCIAL AID FUND			
Student Loans and Financial Aid	9,705,823		
Total	9,705,823		
TOTAL APPROPRIATIONS ALL FUNDS		59,183,516	
Total Unappropriated and Reserve Amo	ounts, All Funds	14,569.303	
Total Unappropriated and Reserve Amo TOTAL ADOPTED BUDGE	-	14,569,303 <b>\$ 73,752,819</b>	
TOTAL ADOPTED BUDGE	-		

BE IT RESOLVED, that the Board of Education of Umpqua Community College hereby approves the imposed taxes provider for in the adopted budget at the rate of \$0.4551 / \$1,000 of assessed value for operations and that these taxes are hereby imposed and categorized for the tax year 2022-23 upon the assessed value of all taxable property within the district as follows:

Categorizing the Tax

 Education Limitation
 Excluded from Limitation

 General Fund:
 \$0.4551 / \$1,000

THE ABOVE RESOLUTION STATEMENTS WERE APPROVED AND DECLARED ADOPTED BY THE BOARD OF EDUCATION OF UMPQUA COMMUNITY COLLEGE, DOUGLAS COUNTY, OREGON THIS 8TH DAY OF JUNE 2022.

UMPQUA COMMUNITY COLLEGE
DOUGLAS COUNTY, OREGON
By:

Clerk of the Board

ву:		
	UCC Board Chair	

# **Summary of Changes**

			Proposed for	
	Approved	Adjustment	Adoption	Notes
<b>General Fund</b>				
Resources				
Beginning Fund Balance	11,675,715	-	11,675,715	
Taxes	4,521,700	-	4,521,700	
Interest	74,000	-	74,000	
State Support	14,304,085	-	14,304,085	
Tuition	5,831,320	-	5,831,320	
Fees	501,610	-	501,610	
Indirect Cost Revenue	130,000	-	130,000	
Miscellaneous Income	32,240	-	32,240	
Transfers In	75,000	-	75,000	_
<b>Total Resources</b>	37,145,670	-	37,145,670	_
Expenditures				
Instruction	9,222,753	(8,939)	9,213,814	Reorganization of personnel/positions
Instructional Support	1,821,518	-	1,821,518	
Student Services	3,504,229	74,561	3,578,790	Reorganization of personnel/positions
College Support Services	8,315,558	(25,630)	8,289,928	Rehire of retired personnel
Financial Aid - Tuition Waiv.	650,000	-	650,000	
Transfers	3,119,340	-	3,119,340	
Contingency	1,980,703	2,000	1,982,702	
Reserves	8,531,570	(41,993)	8,489,578	To adjust for change in budget appropriation above
<b>Total Expenditures</b>	37,145,670	-	37,145,670	<del>-</del> <del>-</del>
Administratively Restricted				
Resources				
Beginning Fund Balance	4,893,292	26,000	4,919,292	
Local Revenue	4,083,286	106,075	4,189,361	
Transfers In	753,442	-	753,442	
Total Resources	9,730,020	132,075	9,862,095	-
Expenditures				<b>=</b>
Instruction	3,036,782	26,000	3,062,782	Adjusting for equipment order arriving in FY23
Instructional Support	999,562	-	999,562	
Community Services	130,000	-	130,000	
Student Services	1,428,650	-	1,428,650	
College Support Services	1,223,739	106,075		Foundation staffing adjustment
Transfers	91,000	-	91,000	
Contingency	1,716,287	-	1,716,287	
Reserves	1,104,000	-	1,104,000	_
<b>Total Expenditures</b>	9,730,020	132,075	9,862,095	_

# **Summary of Changes**

			<b>Proposed for</b>		
	Approved	Adjustment	Adoption	Notes	
Grants and Contracts Fund					
Resources					
Federal Revenue	2,951,710	22,134	2,973,844		
State Revenue	1,717,021	76,965	1,793,986		
Local Revenue	1,064,929	464,510	1,529,439		
<b>Total Resources</b>	5,733,660	563,609	6,297,269	_	
Expenditures				=	
Instruction	1,097,265	145,510	1,242,775		
Instructional Support	733,134	-	733,134	Additional grant awards not known before	
Community Services	279,365	39,965	319,330	proposed budget	
Student Services	3,207,359	378,134	3,585,493		
College Support Services	416,537	-	416,537	_	
<b>Total Expenditures</b>	5,733,660	563,609	6,297,269		
Capital Fund					
Resources					
Beginning Fund Balance	568,979	-	568,979		
Local Revenue	16,500	14,250	30,750	Additional revenue from Montessori school renting additional space	
Transfers In	617,000	-	617,000		
<b>Total Resources</b>	1,202,479	14,250	1,216,729	_	
Expenditures				=	
Facilities	F00 470	14 250	612 720	Additional allocation in coordination with the	
Acquisition/Construction	598,479	14,250	612,729	above	
Reserves	604,000	-	604,000	_	
<b>Total Expenditures</b>	1,202,479	14,250	1,216,729	=	

BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON	Information ItemX Action Item					
Subject: ACEUCC Contract	Date: June 08, 2022					
Board approval is requested to ratify the Salary and Employee Benefits portion of the ACEUCC Collective Bargaining Agreement effective July 1, 2022, to June 30, 2023.						
The College and the Association have concluded the 2022 reopener negotiations as outlined in ARTICLE 25, Term and Execution of Agreement of the Classified CBA.						
The College and the Association agree to the following changes and additions to the 2021-2025 Classified CBA:						
<ul> <li>ARTICLE 14- Compensation, Section A.1. will have the following added:         Effective July 1, 2022, the first step of each grade on the Classified Wage Schedule will be         increased by 1% and the index between each step will increase to 2.25%.</li> </ul>						
<ul> <li>ARTICLE 15- Employee Benefits, Section A will have the following added:         Effective October 1, 2022, the College contribution to insurance benefits will be increased by \$25 to a maximum of \$1430 per month.     </li> </ul>						
<ul> <li>APPENDIX A- Classified Wage Schedule will be updated to reflect these changes effective July 1, 2022.</li> </ul>						
Recommendation by:	Approved for Consideration:  Aleks Elwandt					