



**BOARD OF EDUCATION**

- Steve Loosley  
Chair
- Guy Kennerly  
Vice Chair
- David Littlejohn
- Caroline Lydon
- Twila McDonald
- Erica Mills
- Melvin "Bud" Smith

**PRESIDENT**

Dr. Rachel Pokrandt

**MISSION**

UCC transforms lives and enriches communities.

**VALUES**

- Learning
- Service
- Innovation

**LOCATION**

1140 Umpqua College Rd.  
Roseburg, OR 97470

umpqua.edu

Work Session: Housing Plans; TAP 16; 4:00 p.m.

**VOL. LVIII, No. 8 BOARD OF EDUCATION REGULAR MEETING  
April 17, 2024; 5:00 p.m.; Room 16, Tap<sup>h</sup>òyt<sup>h</sup>a' Hall (TAP)**

Work Session: On-campus Capital Project Update; TAP 14; 6:00 p.m.

*Virtual access to the meeting is available upon request.<sup>i</sup>*

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**AGENDA - Revised**

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I.	CALL TO ORDER	Chair Loosley
II.	ATTENDANCE	Chair Loosley
III.	PLEDGE OF ALLEGIANCE	Chair Loosley
IV.	CITIZEN COMMENTS <sup>ii</sup>	
V.	CONSENT AGENDA <sup>iii</sup>	Chair Loosley
VI.	CHANGES TO THE AGENDA	Chair Loosley
VII.	INTRODUCTIONS	
	A. All-Oregon Academic Team Awardees	Leila Goulet
	B. Jordan Drury, Maintenance Specialist	Jim Epley
VIII.	STANDING REPORTS	
	A. Association Reports (Students, Faculty, Classified)	Various
	B. President's Report	Rachel Pokrandt
	C. Chair Report	Chair Loosley
IX.	INVITED REPORTS	
	A. Southern Oregon Wine Institute (SOWI)	Joel Goodwillie
	B. Certified Nurse Assistant Update	Chelsea Gillespie-Towne
	C. Dual Credit Grant	Teresa Rivenes
	D. Financial Report for FY 2023-24	Natalya Brown
X.	OLD BUSINESS	
XI.	NEW BUSINESS	
	A. Res. 14 Construction Phase Contract of Design-Build Housing Project	Natalya Brown
XII.	BOARD COMMENTS	
XIII.	ADJOURNMENT	Chair Loosley



**Board of Education Regular Meeting**  
**April 17, 2024**

**UPCOMING MEETING:**

- Regular Board Meeting May 8; time and location TBA

Abigail Willis, Board Assistant, [UCC@umpqua.edu](mailto:UCC@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.

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<sup>i</sup> A Zoom link is available upon request for those who wish to attend the meeting virtually. Please email [UCC@umpqua.edu](mailto:UCC@umpqua.edu) by 5:00pm the day before the meeting.

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

<sup>iii</sup> 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.



**BOARD OF EDUCATION**

Information Item

Action Item

**Subject: Consent Agenda**

**Date: April 17, 2024**

***Recommend Approval of...***

- |   |        |
|---|--------|
| 1. Minutes of College Board Meeting of Mar. 13, 2024    | pp 1-3 |
| 2. Minutes of Budget Committee Meeting of April 4, 2024 | pp 4-7 |
| 3. Policies First Reading                               | p 8    |
| 4. Policies Second Reading                              | p 9    |



## BOARD OF EDUCATION MINUTES

March 13, 2024

The Umpqua Community College Board of Education had a regular meeting on Wednesday, March 13, 2024, in room 17 of Tap<sup>h</sup>òy<sup>h</sup>a' Hall at Umpqua Community College in Roseburg, Oregon; virtual access to the meeting was available upon request. Board Chair Loosley called the meeting to order at 5:00 p.m. and the pledge of allegiance was given.

**Directors present:** David Littlejohn, Steve Loosley, Caroline Lydon, Erica Mills, Bud Smith, and Twila McDonald (who attended virtually)

**Director excused:** Guy Kennerly

Before addressing sections IV – VI on the agenda, Chair Loosely proceeded with the various scheduled introductions including a few groups that were added to the agenda.

### INTRODUCTIONS

- **Umpqua Singers:** President Pokrandt explained that, with the upcoming 60<sup>th</sup> celebration of UCC, our Foundation CEO asked Dr. Jason Heald, Director of Music, to write a fight song for the school. Dr. Heald directed the Umpqua Singers in performing the fight song and then invited the crowd and Board to join in at parts during a second round of singing. The Umpqua Singers have an upcoming performance trip to Alaska.
- **Danielle Hubbard** (*item added to the agenda*): Danielle, a second-year nursing student at UCC, received the honor of attending the State of the Union Address with Oregon Congresswoman Val Hoyle. Danielle received the invitation to go after participating in a campus tour when the congresswoman visited UCC. Danielle discussed her experiences and acknowledged the support she had received from UCC professors and staff in being able to take this trip. She shared a slide show presentation with a few photos.
- **Women's Wrestling Team:** Coach Weerheim and two wrestlers, Zainab Ibrahim and Destiny Ware, shared about the team's recent success at the National Dual Meet Championship in Oklahoma. This was the first year for NJCAA Women's Wrestling Coaches Association National Duals. Their trip was a good bonding experience for the team where they were united in their efforts to succeed. The team also went to the NJCAA National Championships. The season ended with ten players being recognized as Wrestling All Americans.
- **Women's Basketball Team** (*item added to the agenda*): Coach Sticklin and his team came to celebrate the successes of player Brooklyn Fely, who was named NWAC South Region Player of the Year, Defensive Player of the Year, and Freshman of the Year. At their recent NWAC tournament, Brooklyn set the tournament record of scoring 52 points in a game. The team is in the final 4 and plays this weekend in Pasco, WA. Another highlight was Coach Stricklin being honored as South Region Coach of the Year. He was modest in the congratulations he received from the meeting members and turned the praise back to his players.

**Citizen Comments:** There were no comments.

### Consent Agenda:

1. Minutes of College Board Meeting of Feb. 14, 2024
2. Personnel Actions
3. Polices First Reading



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

**Changes to the Agenda:** See additions in the Introductions.

#### **INTRODUCTIONS CONT.**

After addressing the beginning of the agenda, the last introduction was completed.

- **Dean of Advanced Medical Program Partnerships:** Randy Hubbard, the new Dean of Advanced Medical Program Partnerships, discussed the work he has started to do in his first few weeks. Randy is looking to get connected with key stakeholders in the medical profession. The program's goal is to allow individuals to pursue bachelor's and master's degrees in the medical field while remaining in Douglas County. Randy shared a little of his background before coming to UCC, including that he spent 26 years in nursing.

#### **INVITED REPORTS**

Teresa Rivenes, Vice President of Academic Services, shared a slide show presentation on contracted and workforce training. This entails various non-credit training programs on topics like leadership and finance that UCC facilitates for companies' employees. The trainings are a means for the college to generate revenue as well as partner with the local workforce. UCC is looking to hire someone to take over and grow these trainings.

#### **STANDING REPORTS**

- **Association Representative:** Amanda Cerda, President of the Association of Classified Employees, submitted a written update, which is attached to the appropriate Board packet.
- **President's Report – Rachel Pokrandt, Ph.D.:**
  - Before President Pokrandt gave her updates, she highlighted the work that the Communications and Marketing Department has been doing in connection with UCC's upcoming 60<sup>th</sup> anniversary. Both Suzi Pritchard and Chase Gilley of the department were present. Chase Gilley, Digital Content Technologist, shared the digital archive he has been curating, which is located on archive.org. Chase highlighted a few specific archives and then shared a video compilation that will be released on March 30<sup>th</sup>, the date of UCC's signing, to kick off the anniversary celebration. The marketing team will also be sharing throwback Thursday posts on their social media.
  - President Pokrandt then continued with her updates and shared a slide show presentation. This included two videos of alumni who are part of the "Ask Me About UCC" marketing campaign, a collage of photos from the Explore UCC event on March 7<sup>th</sup>, and a graphic of the mobile health clinic that UCC will be partnering with Aviva Health to bring to campus monthly beginning April 1<sup>st</sup>. Other updates not in the slide show included the open house for UCC's truck school in Green, which will be on May 2<sup>nd</sup>, and the opening of housing applications on March 1<sup>st</sup>. Additionally, the faculty put on an art show, with an artist talk that was well attended by the community. The Board was encouraged to view the artwork. UCC received CHIP grants for GED tests and Basic Needs supplies. Coming up on April 18<sup>th</sup>, UCC will have its CTE signing. This week, UCC is hosting another study-in to prepare students for finals next week. Theater kicks off tonight with their production "Crayon," and has more showings through Sunday. Three faculty will be retiring this year: Melinda Benton, Gary Gray, and Susan Rochester. A full written report has been posted on the website.
- **Chair Report:** None

**OLD BUSINESS** - There was none.



**NEW BUSINESS**

**Resolution No. 13 – Limited Expenditure Design-Build Housing Project**

Natalya Brown, Chief Financial Officer, requested Board approval for a limited expenditure of \$200,000 to Guion Randol Contracting during the pre-construction phase of the Design-Build Housing project, pending the final estimate and negotiation of the construction portion of the contract.

**MOTION:** I move to approve Resolution 13, as presented in the Board packet. Motion by Dir. Littlejohn, seconded by Dir. Smith, and unanimously approved.

**Board Comments**

- Thanks for coming!

Meeting adjourned at 6:14 p.m.

Respectfully submitted,

Approved,

Rachel Pokrandt, President  
Secretary of the Board

Steve Loosley  
Chair of the Board

Recorded by Abigail Willis

Attached to the permanent minutes:

Personnel Actions  
Policies First Reading: 4106, 4110  
Res. 13



## BUDGET COMMITTEE MEETING

April 4, 2024

On Thursday, April 4, 2024, the Umpqua Community College Budget Committee met at the Danny Lang Teaching, Learning and Event Center and via Zoom. The meeting was called to order at 6:00 p.m. by Aden Bliss, 2023 Chair. Absences were noted and the pledge of allegiance was given. There being no changes to the agenda, the meeting proceeded as planned.

**Budget Directors Present:** Aden Bliss, Kristen Ball, Sally Dunn, Rex Stevens, Joelle McGroarty (Zoom), Steve Loosley, Twila McDonald, Melvin “Bud” Smith, Erica Mills, Guy Kennerly, and Caroline Lydon

**Budget Directors Excused:** Hop Jackson, Barry Robinson, and David Littlejohn

**Others Present:** Rachel Pokrandt, Katie Workman, Abigail Willis, Danielle Haskett, Joy Yori, Ryan King, Jesse Bjornsen, and Mackay Dufour

### Organization for 2023-2024:

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

Chair Bliss continued conducting the meeting.

**Vice-Chair:** Board Chair Loosley nominated Dir. McDonald; BC Dunn seconded the nomination, and a unanimous vote was cast.

**Secretary:** Board Chair Loosley nominated Dir. Smith; BC Bliss seconded the nomination, and a unanimous vote was cast.

BC Bliss turned the floor over to President Pokrandt, who noted that UCC’s Chief Financial Officer, Natalya Brown, would be absent from the meeting tonight due to sickness, but that our Budget Manager, Katie Workman, would be giving the presentation.

Ms. Workman began by thanking the group for attending the meeting. The College presented a balanced budget for 2024-2025. Budget Committee responsibilities as given in Oregon budget law were reviewed, which include receiving the budget, making deliberations, hearing public comment, and approving the budget and tax rate.

There was a brief transition where Ms. Workman recognized that the college will be celebrating its 60<sup>th</sup> anniversary this year. The anniversary shows UCC’s longevity and commitment to the community. A short video was shown commemorating this milestone. There will be celebratory events to come, and the committee was encouraged to attend. Over the last six decades, 23,000 students have graduated from UCC.

Ms. Workman segued back to the budget by acknowledging the efforts that go into its development with the input of numerous individuals and meetings. Attention was then directed to President Pokrandt for the 2024-2025 Budget Message.



### **President's Budget Message 2024-2025**

President Pokrandt thanked everyone for serving on the Committee. UCC is in the process of implementing its 3-year Strategic Doing Plan. Consequently, the message started with a reflection on the past year's expenditures and actions as these affect the allocations for the 2024-2025 budget.

*Strong Enrollment Growth:* UCC has experienced growth in its enrollment numbers. This not only positively impacts the budget regarding state funding, but also increases funds in the Tuition and Fees category. Increased funds allow the College to expand opportunities for students which leads to higher enrollment and more tuition/fees being collected. This cycle provides a good return on investment for the institution.

*Strategic Investment Initiatives:* The College developed its K-12 partnerships with dual credit classes leading to 37 high school students obtaining a college certificate in 2023. The College met another goal by purchasing a widget for the website that shows the expected salary for each program. Additionally, the College obtained three degree partnerships between two universities that allow students to obtain a BA in Psychology, a BA in K-12 Education, or a MA in Mental Health Counseling. UCC also increased its short-term job ready programs. The College purchased 3 buildings downtown for student housing as well. This will become a self-sustaining venture through the revenue obtained from the occupants. All career and technical programs now have cooperative work experiences as part of the curriculum. Five programs have earn-to-learn opportunities, which pay students for their work. The library recently underwent a remodel. Furthermore, there is now an increased availability for online and in-person tutoring.

With this past year's wins in mind, President Pokrandt explained some of the rationale behind the allocations in the 2024-2025 budget. The information centered largely around programs, housing, and department investments.

The College will be launching new medical careers programs, which necessitates the hiring of additional staff. UCC also successfully launched new programs in advanced manufacturing including a mechatronics certificate. Through a grant from The Ford Family Foundation, UCC will continue to further its K-12 partnerships with dual enrollment. UCC is working to increase its student housing and has allocated funds to that effect. The housing application is open with 70 applications so far. The College will be making investments in its Information Technology department with upgrades and staffing. The Student Services department will be using resources to undergo a reorganization following its audit on the student onboarding experience. Money is being allocated for facilities maintenance, remodels, and an additional position in this department. Finally, the College will be adding a new athletic team, women's softball, which will result in 22 new student athletes.

BC Bliss thanked President Pokrandt and offered the group a chance for questions or comments.

With no questions to discuss, Ms. Workman proceeded with a slide presentation covering the budget changes 2024-2025.

*Budget Changes – All Funds:* The activities highlighted by President Pokrandt are the driving force behind the budget changes. The General Fund increased by 9%, which is mainly due to investments in human capital and strategic initiatives. The Special Revenue: Grants and Contracts fund had a 14% decrease due to the sunsetting of some grants. However, this is a dynamic fund with new awards coming in. The Special Revenue: Administratively Restricted fund increased 60% for implementing strategic initiatives. Capital Projects fund increased 257% with a growth in budget reserves for facilities remodels, maintenance, and construction. The Financial Aid fund is correlated with enrollment and increased 20%. The College is demonstrating its prudent financial management through the early repayment of \$1.6 million in outstanding Full Faith and Credit obligation debt that was not due until 2034. This is reflected in the significant increase (77%) in the Debt Service fund. The Insurance Fund decreased 14% due to decreasing unemployment claims and early retiree pool costs. The Enterprise fund increased 7% due to the expansion of student





housing. Internal Services fund increased 48% due to inflation. Student Clubs fund decreased 16% as inactive clubs were closed; however, new ones are coming up. There is a decrease of 26% in all funds' budgeted reserves due to strategic investments the College is undertaking.

*Budget Changes – General Fund Revenue:* State Support is projected to grow by \$527,506 and Tuition and Fees has a projected growth of \$1,842,717. Property Taxes are estimated to increase 3% and Indirect/Miscellaneous/Interest Revenue increased by \$200,000.

*Budget Changes – General Fund Expenditures:* Human Capital is the largest general fund expense and will increase by an estimated \$1.3 million due to additional staff for the college's new programs and facilities. Materials and Services increase will increase \$582,726 due to one-time technology infrastructure investments. Financial Aid - Tuition Waivers increased \$12,524 with projected enrollment increases. Transfers Out increased \$1,330,455 due to housing and facility updates. Both Operating Contingency and Reserves decreased due to strategic investments (\$342,759 and \$546,735 respectively).

### **Budget Deliberations**

Specific budget questions were addressed during the presentation. No additional questions were presented.

**Citizen Comments** – There were none.

### **Motions to Approve Proposed Budget**

**Motion:** **I move that the Budget Committee of Umpqua Community College approve the budget for the fiscal year 2024-2025 in the total of \$101,163,104. Motion by BC Dunn and seconded by BC Stevens. The motion was unanimously approved.**

**Chair:** BE IT RESOLVED, that the Budget Committee of Umpqua Community College hereby approves the budget for the fiscal year 2024-2025 in the total of \$101,163,104 now on file in the Library of Umpqua Community College, 1140 Umpqua College Road, Roseburg, Oregon.

**Motion:** **I move to approve the imposed tax for the fiscal year 2024-2025 at the rate of \$0.4551/\$1,000 of assessed value. Motion by BC Dunn and seconded by BC Lydon. The motion was unanimously approved.**

**Chair:** BE IT RESOLVED, that the Budget Committee of Umpqua Community College hereby approves the imposed taxes provided for in the approved 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 2024-25 upon the assessed value of all taxable property within the district.

Many thanks were given to the people involved in making this process happen, including IT and the Budget Manager. BC Bliss mentioned the date, if needed, for a follow-up meeting (listed on the agenda), but it was noted that this will not be needed.

Meeting adjourned at 6:40 p.m.



Respectfully submitted,

Approved,

Bud Smith  
Secretary

Aden Bliss  
Chair

Recorded by Abigail Willis



**BOARD OF EDUCATION**

Information Item

Action Item

**Subject: First Reading of Board Policies**

**Date: April 17, 2024**

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

#	TITLE
3820	Gifts, Donations, and Fundraising <i>The Board delegation changed from the President to the Foundation.</i>
4104	Reverse Transfer <i>The language was streamlined by moving some of the details that were previously contained in this BP to its corresponding AP.</i>
4250	Academic Standing <i>Criteria was moved out of the BP and into the AP. A definition of "Good Standing" was added.</i>
6620	Naming of Facilities and Other Entities <i>The language was simplified through a criteria for naming section. The approval section, which is reflected in the corresponding AP, was removed. The policy number was changed to reflect a more accurate classification (6000s – Business and Fiscal Affairs).</i>

*Please see policies in 'Policies First Reading' packet.*



**BOARD OF EDUCATION**

Information Item

Action Item

**Subject: Second Reading of Board Policies**

**Date: April 17, 2024**

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

<b>#</b>	<b>TITLE</b>
4106	Nursing Programs <i>There are no recommended changes to BP 4106. It is up for review per the college's policy and procedure review schedule.</i>
4110	Awarding of Umpqua Community College Honorary Degrees <i>There are no recommended changes to BP 4110. It is up for review per the college's policy and procedure review schedule.</i>

*Please see policies in 'Policies Second Reading' packet.*

**BOARD OF EDUCATION** **Information Item** **Action Item****Subject: Introductions****Date: April 17, 2024****A. All-Oregon Academic Team Awardees**

Leila Goulet

*Leila Goulet, Student Engagement Coordinator, will introduce UCC's All-Oregon Academic Team (AOAT) awardees. The three students will be honored along with other AOAT recipients at a lunch in Salem on April 19<sup>th</sup>. The students' bios can be viewed on the following pages in the packet.*

**B. Jordan Drury, Maintenance Specialist**

Jim Epley

*Jim Epley, Maintenance/Ground Lead, will introduce UCC's new Maintenance Specialist, Jordan Drury.*



## BOARD OF EDUCATION

Information Item

Action Item

**Subject:** All-Oregon Academic Team – Bios

**Date:** April 17, 2024

### **Sara Sherman**

*I was born in Hawaii and moved to Oregon on Christmas Day of 1996, when I was five years old. At the time, I was heartbroken to be moved somewhere so cold, but growing up in rural Oregon proved perfect. I spent my childhood on a farm surrounded by old-growth oaks and wildlife. I raised puppies, sheep, cows, goats, and llamas. A deep love of the natural world developed as I wandered the property with my menagerie of animal friends. I even learned to love the weather, gray skies included. I am working toward an Associate's Degree in Paralegal Studies because I have always found the law fascinating and important to understand. I chose Umpqua Community College because it offers an entirely online paralegal program, which made returning to education manageable. After I graduate, I will continue working in the same law firm in which I currently work, but as a paralegal. I enjoy thinking through complex issues and finding a unique workaround, and my paralegal education is expanding my ability to do so within the practice of law. I am looking forward to being a more significant participant in the good work done by the firm in support of the community. I enjoy fantasy stories in books, TV, movies, and the podcasts that cover them. I regularly play pub trivia with my friends, many of whom I met at various trivia events around Eugene.*

### **Laura Pierce**

*I am a first-year student attending Umpqua Community College while working on completing my Associate of Arts Transfer Degree. My plan is to transfer to Oregon State University winter term of 2024, where I plan to pursue the double degree education program (with a focus in secondary education English and art history as my primary major). After completing my undergraduate degree, I hope to attend the University of Oregon to pursue a Master of Science in Educational Leadership (Ultimately planning to circle back to completing a doctorate program in either some form of education or art history). My ultimate hope is to work in low-income or rural educational facilities and implement the usage of a "mock" art therapy to integrate outside tools beyond the traditional scope of school provided counseling services; by having students engaged with expressionism, it can become a gateway to outside resources and goals (beyond the idea of talk therapies). Both tools can be symbiotic and used as a method to garner success as well as establish confidence within the participants. However, I would love to teach art history as an instructor at a community college like Umpqua, as many of the art professors have helped me identify my passion and path in life.*

**BOARD OF EDUCATION** **Information Item** **Action Item****Subject: All-Oregon Academic Team –Bios Cont.****Date: April 17, 2024****Mason Ramirez**

*My name is Mason, and I have a passion for photography. Something that is essential to who I am is my family. I would not be the person I am without them, and they push me to work hard. I was raised by my grandparents from a young age. I am truly grateful for what they have done for me. The goals that I have right now are to get my Associate of Arts Oregon Transfer, attend a college or university, and obtain a Bachelor of Arts with a concentration in photography. I have had a passion for photography ever since I was young. I loved to go out on vacations and watch my grandpa take pictures and see the world from a different perspective. That passion has carried through to college and has opened a lot of doors for me. I have made so many connections through my photography work and it has brought me a lot of joy.*



**BOARD OF EDUCATION**

**Information Item**

**Action Item**

**Subject: Standing Reports**

**Date: April 17, 2024**

- |  |                 |
|--|-----------------|
| A. Association Reports (Students, Faculty, Classified) | Various         |
| B. President's Report                                  | Rachel Pokrandt |
| C. Chair Report  | Chair Loosley   |



**BOARD OF EDUCATION** **Information Item** **Action Item****Subject: Invited Reports****Date: April 17, 2024****A. Southern Oregon Wine Institute**

Joel Goodwillie

*Joel Goodwillie, SOWI Winery Manager, and Josh Ogle, Interim Chief Technology Officer, will give some updates regarding classes and other vineyard happenings.*

**B. Certified Nurse Assistant Update**

Chelsea Gillespie-Towne

*Chelsea Gillespie-Towne, Executive Director of Nursing and Allied Health, will update the Board on exciting program growth and development.*

**C. Dual Credit Grant**

Teresa Rivenes

*Teresa Rivenes, Vice President and Chief Academic Officer, will share about the award of a \$549,000 grant from The Ford Family Foundation to help systematize dual credit classes across Douglas County. This grant will convene teachers, college faculty, and advisor's with the end result of saving students both time and money, by helping them to earn certificates and degrees while in high school.*

**D. Financial Report for FY 2023-24**

Natalya Brown

*Natalya Brown, CFO, will present financial reports for fiscal year 2023-24, ending March 31, 2024.*



## BOARD OF EDUCATION

Information Item

Action Item

**Subject: Resolution No. 14  
Recommendation for Approval of Construction Phase  
Contract of Design-Build Housing Project**

**Date: April 17, 2024**

This resolution is to request Board of Education approval in awarding the contract to Guion Randol Contracting for the Design-Build Housing Project in the amount of \$3,744,000 for the construction phase of the project including Jackson Street and Oak Street properties.

The Board of Education previously authorized \$380,000 for the design phase of the project, with actual costs incurred amounting to \$256,000. The remaining funds have been reallocated to the construction phase, as detailed above.

The College can unobligate \$450,000 of the \$700,000 previously authorized limited expenditure award. These funds have been rolled over to the construction contract. An amount of \$250,000 of the limited expenditure awards remains reserved for reimbursable costs of the project.

Recommendation by:  
Natalya Brown, Chief Financial Officer

Approved for Consideration:  
Rachel Pokrandt, President



## **RESOLUTION No. 14**

### **Construction Phase Contact Approval – Design-Build Amendment Design-Build: REMODEL AND CONSTRUCTION WORK – HOUSING PROPERTIES RFP S-P00590-00007495**

On September 21, 2023 the Board of Education approved the award of the contract to Guion Randol Contracting for the Design-Build Project as advertised by Request for Proposal S-P00590-00007495 with an estimated cost of \$4M dollars.

The College identified the student housing properties located on Jackson Street, Oak Street and Cass Street (“Building Renovations”) as requiring design development, remodeling, and general construction improvements to better cater to Umpqua Community College students. Funding for the improvements has been allocated in the Capital Projects fund. The College and Contractor are nearing the completion of the pre-design phase and are ready to begin the construction phase on the housing properties, therefore amendment to the contract is necessary.

A solicitation for a Design-Build project utilizes a contract document which permits the work to be conducted through a phased approach, Pre-Design Work and Construction Work. This allows the Contractor to perform due diligence in determining the most cost-effective means for both phases of the project. The Pre-Design phase allows for collaboration of construction contractors, architects and engineers to discuss Owner design needs/requests, sub-contractor cost, supply chain issues, material costs, design changes, scope of work review, etc. so a more accurate cost of construction can be presented to the Owner.