



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

VOL. LVIII, No. 2 BOARD OF EDUCATION REGULAR MEETING September 21, 2023; 5:00 p.m.; Livestream on [YouTube.com/Umpquacc](https://www.youtube.com/Umpquacc)

AGENDA

I.	CALL TO ORDER	Chair Loosley
II.	ATTENDANCE	Chair Loosley
III.	PLEDGE OF ALLEGIANCE	Chair Loosley
IV.	CITIZEN COMMENTS ⁱ	
V.	CONSENT AGENDA ⁱⁱ	Chair Loosley
VI.	CHANGES TO THE AGENDA	Chair Loosley
VII.	INVITED REPORTS AND COMMENTS	
	A. President's Report	
	B. Chair Report	
VIII.	OLD BUSINESS	
IX.	NEW BUSINESS	
	A. Res. No. 6 – Approval of Contract Award for Design Phase of Design-Build Housing Project	Natalya Brown
X.	BOARD COMMENTS	
XI.	ADJOURNMENT	Chair Loosley

UPCOMING MEETING:

- Regular Board Meeting October 11; 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.

ⁱ The Board values public input. Written comments may be submitted to Robynne Wilgus, Board Secretary, at robynnne.wilgus@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 Robynne Wilgus, Board Secretary, at robynnne.wilgus@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.

ⁱⁱ 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: Sept. 21, 2023

Recommend Approval of...

1. Minutes of College Board Meeting of July 12, 2023 pp 1-3
2. Personnel Actions p 4
3. Resolution #4, Increase Appropriation pp 5-6
UCC has received new grant awards:
 - \$45,000 Roundhouse Foundation – Auto, Welding, Nursing student supplies
 - \$112,480 State of Oregon – Early Childhood Education
 - \$102,000 State of Oregon – high school students earning Education degree and partnership with George Fox University
 - \$150,000 SOWIB – financial aid to low-income second year nursing students
 - \$350,000 SOWIB – financial aid to adult and dislocated workers
4. Resolution #5, Increase Appropriation pp 7-8
Carryover funds in several grants from the 2022-23 fiscal year:
 - \$78,029 Oregon Department of Education
 - \$277,926 Oregon Community Foundation
 - \$116,376 Douglas County
 - \$91,437 US Forest Service

Recommendation by:

Approved for Consideration:



BOARD OF EDUCATION MINUTES

July 12, 2023

The Umpqua Community College Board of Education had a regular meeting on Wednesday, July 12, 2023, in room 17 of Tap'òyt'a' Hall at Umpqua Community College in Roseburg, Oregon; the meeting was live-streamed on YouTube. Board Chair Loosley called the meeting to order at 4:30 p.m. and the pledge of allegiance was given.

Directors present: Guy Kennerly, David Littlejohn, Steve Loosley, Caroline Lydon, Twila McDonald, Erica Mills, and Bud Smith

Director excused: None

Oath of Office: Director Lydon was welcomed to the UCC Board of Education and took the oath of office.

Citizen Comments: There were no comments.

Consent Agenda:

1. Minutes of College Board Meeting of June 14, 2023
2. Minutes of College Board Meeting of June 21, 2023
3. Personnel Actions
4. Resolution #1, Establishing Clerk, Deputy Clerk, and Budget Officer
5. Resolution #3, Transfer of Appropriation
6. Second reading policy: 5135 Tuition Waiver

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

Changes to the Agenda: None.

REPORTS

- **President's Report – Rachel Pokrandt, Ph.D.:**
 - Student Workers: Two UCC student workers were introduced and shared their experiences. Hayden Hoschouer is a Peer Navigator and also works in the STEAM Hub this summer. He just completed his first year at UCC and is an engineering student with a goal of transferring to OIT. Marin Gray is a summer intern for the President's Office and the Athletic Department. She is from Roseburg and just completed her first year at Harvard University. President Pokrandt provided an overview of the number of student workers and where they are positioned around campus.
 - Athletics: The sophomore class of athletes received just over \$500,000 in scholarships for attending their 4-year schools. Hunter Kublick, a former Riverhawk baseball player, was drafted into major league baseball.
 - Enrollment: UCC is offering 96 summer classes via face to face, online, hybrid, and cooperative work experience. Summer enrollment is showing an increase of 12.5% compared to last year. Enrollment for fall is looking very strong.

- UCC Foundation: Officers were recently selected for the UCC Foundation Board: Aden Bliss, President; Alex Palm, Vice President; Elin Miller, Secretary; and Keith Longie, Treasurer. Over \$600 was raised for student needs at the End of Year Employee Celebration.
- Housing: UCC managed housing is full (174 students) for fall term and there is a waiting list that continues to grow daily.
- The *Ring of Fire* show begins on Thursday evening with multiple performances throughout the weekend.
- **Chair Report – Steve Loosley, Chair:** In appreciation of the efforts and dedication to the redesigning of website and the phenomenal job that has been done for the college in marketing and branding, a plaque was presented to Suzi Pritchard, Director of Communications & Marketing. The plaque was made from one of the bleacher boards recently replaced in the gym.

OLD BUSINESS - There was none.

NEW BUSINESS

Organization of the Board

The Board held their election of officers, Chair and Vice Chair, for FY 2023-24.

MOTION: I move that the current positions remain the same, Steve Loosley as Chair and Guy Kennerly as Vice-Chair. Motion by Dir. Littlejohn, seconded by Dir. McDonald, and unanimously approved.

Jennifer Silva, Executive Director of Human Resources, requested the Board's ratification of the Memorandum of Agreement (MOA) between Umpqua Community College (UCC) and the Association of Classified Employees of Umpqua Community College (ACEUCC). The MOA is effective July 1, 2023, through June 30, 2024, and is in response to Article 14.A and the requirement to reopen and bargain wage rates and insurance contributions. The College will provide a 2.5% wage increase, an increase of \$25 towards insurance benefits, and a 4-day work week between July 14 and the week of Sept. 4.

MOTION: I move to accept the MOA between UCC and ACEUCC effective July 1, 2023, through June 30, 2024, as presented. Motion by Dir. McDonald, seconded by Dir. Smith, and unanimously approved.

Resolution No. 2 – Increase Appropriation

President Pokrandt reviewed three grants presented in Resolution #2:

- \$95,000 from Douglas Educational Service District to support a portion of the Work Based Learning Coordinator position for two years.
- \$300,000 from the Oregon Health Authority as a part of the SHOI-Like scholarship grant to pay for student tuition and fees in specific health care courses.
- \$170,035 from the State of Oregon will impact the retention and completion rates of a cohort of 50 students per year.

The College was just informed of an additional award from the State of Oregon for \$170,000. The funds will go towards scholarships and support to students who want to become teachers.

MOTION: I move to approve the three grant awards in Res. No. 2 and the additional \$170,000 award, as presented. Motion by Dir. Kennerly, seconded by Dir. McDonald, and unanimously approved.

As a follow up to the annual review of the President at the previous Board meeting, the President's fringe benefits package was reviewed. There was a proposal to increase deferred compensation by \$20,000 per year. The College and community are pleased with the President and her leadership of the institution by focusing on what is right for students and collaborating with community partnerships.

MOTION: I move to approve the proposal to increase the President's deferred compensation by \$20,000, as presented. Motion by Dir. Kennerly, seconded by Dir. Smith, and unanimously approved.

Board Comments – There were no comments.

Meeting adjourned at 5:08 p.m.

Respectfully submitted,

Approved,

Rachel Pokrandt, President
Secretary of the Board

Steve Loosley
Chair of the Board

Recorded by Robynne Wilgus

Attached to the permanent minutes:

Personnel Actions
Res. #'s 1, 2, & 3
Policy 5135
ACEUCC & UCC MOA

TO: UCC Board of Education
FROM: Jennifer Silva, Executive Director of Human Resources
SUBJECT: Personnel Actions
DATE: September 21, 2023

Board approval is requested on the following personnel actions:

Administrative Hires:

Leila Goulet, Student Engagement Coordinator – Effective September 18, 2023

Faculty Hires:

Kasie Counts, Nurse Educator Associate – Effective September 18, 2023

Resignations/Separations

n/a



BOARD OF EDUCATION

☐ Information Item

☒ Action Item

Subject: Resolution #4, Increase Appropriation

Date: September 21, 2023

This is a resolution to increase appropriation in the Special Revenue Fund – Grants & Contracts.

UCC has received a new award from the Roundhouse Foundation in the amount of \$45,000.

These funds will go directly to students enrolled in the Automotive, Welding and Nursing programs to be used toward out-of-pocket supply costs.

UCC has received a new two-year award from the State of Oregon; the first-year amount is \$112,480.

This grant will be used cooperatively promote and provide the successful attainment of Early Childhood Education (ECE) credentials, certificates and degrees by incumbent and emerging Early Educators within Coos, Curry, Douglas, Jackson, Josephine, Klamath, and Lake Counties. This agreement provides opportunities to develop a richer partnership between Institutions of Higher Education (IHE) and Child Care Resource & Referral (CCR&R) organizations to better serve non-traditional and culturally and/or linguistically diverse Early Educators.

UCC has received a new two-year award from the State of Oregon; additional appropriation of \$102,000 is awarded for the first year.

This grant provides the opportunity for high school students to earn a degree in Education during their junior and senior years and work as an Instructional Assistant upon graduation. Additionally, it provides a partnership with George Fox for students to earn their bachelor's degree without having to relocate.

UCC has received new awards from the Southwestern Oregon Workforce Investment Board (SOWIB).

\$150,000 award provides financial aid to low-income second year nursing students who meet a certain criteria and qualifications as outlined by SOWIB.

\$350,000 award provides financial aid to adult and dislocated workers for development of Individual Employment Plans, case management, GED, occupational training, support services, job search assistance, and follow-up services.

Recommendation by:

N. Brown

Approved for Consideration:

Debra Blusardt

UMPQUA COMMUNITY COLLEGE
Resolution No. 4 - FY 23-24
Increase Appropriation and Approval to Spend

WHEREAS, Umpqua Community College received an award in the amount of \$45,000 from the Roundhouse Foundation, \$214,480 from the State of Oregon, and \$500,000 from the Southern Oregon Workforce Investment Board, which could not have been reasonably foreseen, and

WHEREAS, the provisions of ORS 294.338 (2) allow for the expenditure of specific purpose grants;

NOW, THEREFORE
BE IT RESOLVED, that the Board of Education at Umpqua Community College hereby adopts this resolution for the grant expenditures in the amount of \$45,000 to provide aid to Automotive, Welding and Nursing students, \$112,480 to support Early Educators, \$102,000 to support students in their journey to an Education degree, \$150,000 to support second year nursing students, and \$350,000 to support adult and dislocated workers.

Special Revenue Fund - Grants and Contracts

	23-24 Budget Through Resolution 3	Adjustment	23-24 Budget Through Resolution 4
REVENUES:	<u>\$ 7,784,272</u>	<u>\$ 759,480</u>	<u>\$ 8,543,752</u>
EXPENDITURES:			
Instruction	\$ 1,184,737	\$ -	\$ 1,184,737
Instruction Support	793,010	-	793,010
Student Services	4,563,089	602,000	5,165,089
College Support Services	273,000	-	273,000
Community Services	670,436	112,480	782,916
Financial Aid	<u>300,000</u>	<u>45,000</u>	<u>345,000</u>
TOTAL	<u>\$ 7,784,272</u>	<u>\$ 759,480</u>	<u>\$ 8,543,752</u>

ADOPTED: September 21, 2023

Clerk of the Board

UCC Board Chair



BOARD OF EDUCATION

☐ Information Item

☒ Action Item

Subject: Resolution #5, Increase Appropriation

Date: September 21, 2023

This is a resolution to increase appropriation in the Special Revenue Fund – Grants & Contracts.

UCC has carryover funds in several grants from the 2022-23 fiscal year:

\$78,029 from the Oregon Department of Education

The purpose is to increase access, participation, and engagement in computer science opportunities of K-12 students in Oregon public schools with a focus on students who are historically and systemically underrepresented in computer science education and careers.

\$277,926 from the Oregon Community Foundation

The grant is being used to expand the opportunities students in Douglas County have to engage in and experience authentic STEAM learning experiences linked to potential careers.

\$116,376 from Douglas County, pass through of State funds

This award provides funding to upgrade and remodel the existing Truck Driving Program training facility and truck yard.

\$91,437 from the US Forest Service; \$63,546 for Engineering, Facilities & Transportation Interns and \$27,891 for Wildlife Interns

This PLC Individual Placement Program – Supplemental Project Agreement provides the framework in developing the next generation of natural resource conservation stewards which is critical to the long-term sustainability of our public land's legacy.

Recommendation by:

N. Brown

Approved for Consideration:

Debra Blusardt

UMPQUA COMMUNITY COLLEGE
Resolution No. 5 - FY 23-24
Increase Appropriation and Approval to Spend

WHEREAS, Umpqua Community College has carryover funds in the amount of \$78,029 from the Oregon Department of Education, \$277,926 from the Oregon Community Foundation, \$116,376 from Douglas County, and \$91,437 from the US Forest Service, which could not have been reasonably foreseen, and

WHEREAS, the provisions of ORS 294.338 (2) allow for the expenditure of specific purpose grants;

NOW, THEREFORE
BE IT RESOLVED, that the Board of Education at Umpqua Community College hereby adopts this resolution for the grant expenditures in the amount of \$78,029 to increase K-12 student access and participation in computer science education and careers, \$277,926 to expand Douglas County student access to STEAM learning, \$116,376 to upgrade and remodel the Truck Driving training facilities, and \$91,437 to continue the US Forest Service intern programs.

Special Revenue Fund - Grants and Contracts

	23-24 Budget Through Resolution 4	Adjustment	23-24 Budget Through Resolution 5
REVENUES:	<u>\$ 8,543,752</u>	<u>\$ 563,768</u>	<u>\$ 9,107,520</u>
EXPENDITURES:			
Instruction	\$ 1,184,737	\$ 91,437	\$ 1,276,174
Instruction Support	793,010	-	793,010
Student Services	5,165,089	-	5,165,089
College Support Services	273,000	116,376	389,376
Community Services	782,916	355,955	1,138,871
Financial Aid	<u>345,000</u>	<u>-</u>	<u>345,000</u>
TOTAL	<u>\$ 8,543,752</u>	<u>\$ 563,768</u>	<u>\$ 9,107,520</u>

ADOPTED: September 21, 2023

Clerk of the Board

UCC Board Chair

**BOARD OF EDUCATION**☒ **Information Item**☐ **Action Item****Subject: Invited Reports and Comments****Date: Sept. 21, 2023**

A. President's Report

Rachel Pokrandt

B. Chair's Report

Steve Loosley

Recommendation by:

Approved for Consideration:



BOARD OF EDUCATION

☐ Information Item

☒ Action Item

Resolution No. 6

Date: September 21, 2023

**Subject: Approval of Contract Award for the Design
Phase of Design-Build Housing Project**

This resolution is to request Board of Education approval in awarding the contract to Guion Randol Contracting for the Design-Build Housing Project as advertised by Request for Proposal S-P00590-00007495.

The College is requesting an approval for contract award in the amount of \$380,000 for the design-phase of the \$4,000,000 project.

Additional award for the construction phase of the contract will be forthcoming.

Recommendation by:

N. Brown

Approved for Consideration:

Debra Blusnick