



Klamath Community College Board of Education
7390 South Sixth Street * Klamath Falls, Oregon 97603

Regular Meeting - Tuesday, September 25, 2018 6:00 PM

MINUTES

II. SHOWCASE

Dr. Gutierrez introduced Ann Cavanaugh who is a business owner in Klamath Falls. Ms. Cavanaugh spoke regarding the legalizing of the sale of recreational marijuana in Klamath Falls. She spoke opposing the sale of recreational marijuana in Klamath Falls and made a statement.

Ms. Cavanaugh introduced Mark Wendt.

Dr. Gutierrez paused the meeting to acknowledge that Dave Jensen and Kate Marquez were not present. He shared that Dave Jensen asked that Al King serve as Chair, and Al King accepted. Trustee Al King apologized to the Board for starting the meeting late and gave thanks for the patience of the Board. The meeting of the Board was called to order.

I. CALL TO ORDER

Al King called the regular meeting of the Klamath Community College Board of Education to order at 6:32 p.m.

Members Present: Mike Fitzgerald; Al King; Barbara Headden; Kathy King; William Riggs; and Kenneth DeCrans, Non-voting Board Member, ASKCC President. A quorum was confirmed.

Members Absent: Dave Jensen (excused); and Kate Marquez (excused)

Staff Present: Dr. Roberto Gutierrez, President; Allison Bryson, Vice President; Julie Murray-Jensen, Vice President; Joanna Lyons-Antley, Vice President; Jamie Jennings, Vice President; Michael Blade, Executive Director; Lacey Jarrell, staff; Kathleen Walker-Henderson, faculty; and Shannon Childs, Secretary to the Board.

Guests: Randall Swan, Chris Kaber, Ann Cavanaugh, Mark Wendt, Heidi Biggs, Jeff Moresi, Terry Noriel, and Marianne Yong.

The Showcase of the Board Meeting continued.

Mark Wendt spoke opposing the sale of recreational marijuana in Klamath Falls and made a statement.

Trustee Al King shared that there is equal time to those who are proponents and opponents to the issue.

Heidi Biggs shared thoughts from Paul Stewart, who was not able to attend, opposing the sale of recreational marijuana in Klamath Falls and made a statement.

Jeff Moresi spoke opposing the sale of recreational marijuana in Klamath Falls and made a statement.

Ms. Cavanaugh closed and asked the Klamath Community College Board to support the status quo, the ban on recreational marijuana, leaving in place the current rules. She asked the Board for a letter of support to continue the ban of recreational marijuana in Klamath County and in the City.

Marianne Yong spoke supporting the sale of recreational marijuana in Klamath Falls and made a statement.

Trustee Al King opened the floor for Board comment. Trustee Fitzgerald asked to have Heidi Biggs notes. Dr. Gutierrez shared they were recorded for information. Trustee Kathy King shared that the Board has a drug and alcohol policy and it is referenced in the Clery Report. In order to provide a helpful and safe work place, there is a no tolerance policy. In order to provide a safe learning environment and to grow education work force, it is imperative to talk about this issue. Trustee Kathy King asked to have a special meeting to discuss this in further detail. Dr. Gutierrez shared that the reason the Board has the policy is due to Federal Financial Aid. The majority of the College students use federal financial aid, and marijuana is illegal at the federal level, consequently, the College has to have a no drugs on campus Board policy or the College could lose its ability to dispense federal financial aid to its students.

Motion: To have a special meeting to discuss the issue.

Motion by: Kathy King

Second by: Michael Fitzgerald

Discussion: Trustee Al King shared that if need be, this should be a teleconference. He also asked for a member to volunteer to work on drafting a resolution to be provided at the meeting for consideration. Trustee Kathy King volunteered. Trustee Headden inquired on medical marijuana use, in which Dr. Gutierrez shared that with a doctor's note, there is a process through Student Affairs. Trustee Riggs inquired when the Ballots come out. It was shared that ballots come out October 17, 2018.

Public Comment. None.

Action: Motion passed. Unanimous approval

The Board selected the date of Friday, October 5, 2018 at 6:00 pm for the special meeting and will have the opportunity to call in. Mr. DeCrans shared that he could not attend. Dr. Gutierrez shared that he will not be attending and there are limits on how his office can assist in this process.

Trustee Al King thanked the speakers on community input and their presence.

Motion: To move the Sheriff's Office up on the agenda.

Motion by: Michael Fitzgerald

Second by: William Riggs

Discussion: None.

Public Comment. None.

Action: Motion passed. Unanimous approval

IX. INFORMATIONAL AND ACTION ITEMS

B. Klamath County Sheriff-KCC Corporative Campus Security – Information Item

VP Lyons-Antley handed out and reviewed a PowerPoint on Klamath County Sheriff-KCC Cooperative Campus Security. VP Lyons-Antley presented on the current KCC Campus Safety. Lt. Randall Swan co-presented. He has been part of the Sheriff office for over 20 years. Sheriff Chris Kaber also joined the meeting. Lt. Swan covered the information on the Sheriff Reserve Deputies. The vision for the campus was shared as a sub-station for the Sheriff on the KCC campus. Lt. Swan and VP Lyons-Antley described the three phases to the Board. This included the Sheriff adding sergeant, cost estimate, night liaisons, and a KCC Reserve Program. In completing the presentation Lt. Swan shared the benefits to the community.

Trustee Riggs confirmed that the \$101,250 is 75% of a Full-Time Equivalent.

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September 25, 2018* Page 2

Trustee Headden inquired on acronyms. DPSST was defined as Oregon Department of Public Safety Standards and Training. ICS was defined as Incident Command System.

Trustee Fitzgerald inquired on the total. Phase one would be \$6,423 starting July 1, 2019. It is anticipated that the salary savings would cover phase one. Dr. Gutierrez shared that it is the personnel that is the issue, not the budget, otherwise he would recommend going right into Phase II.

Mr. DeCrans inquired on the consideration of student ride alongs for experience in the Criminal Justice Program for volunteer opportunity.

Trustee Fitzgerald inquired if the union was bought into this. Lt. Swan shared that the union has not, the school would be brand new position as reserve deputies, therefor not replacing anybody.

Trustee Riggs asked that we show the commitment of services and office space. Dr. Gutierrez shared this will be represented in the contract.

Mr. DeCrans inquired on the time frame to get to Phase III. There are quite a few steps to get to this step and a timeline for this has not yet been established.

Dr. Gutierrez has concerns, that what the College currently has with the previous security officer, is not enough considering the state of things going on in the world. This is visionary, as there are no models out there, and Dr. Gutierrez gave Sheriff Kaber credit to working on this. This is a big change for the College, however Dr. Gutierrez feels strongly about this for the campus. This is a win for both the Sheriff and the College in Dr. Gutierrez's opinion. Trustee Al King thanked Sheriff Kaber and Lt. Swan for all their work.

Sheriff Kaber addressed the Board. He shared that he was cautious about this initially, but caught on to the vision. Sheriff Kaber shared that he is interested not just because it benefits the College, but it benefits the County as well. He sees this developing into something benefiting the community at large. Sheriff Kaber shared he wants to hire the right person for this job the first time around.

Trustee Kathy King shared she appreciates the vision, as she can see it benefiting the county, the department and the region. There may be a reserve training here, possibly a regional hub in the future.

Trustee Al King stated that as a Board, they appreciate the work that the KCC President and his staff, as well as the Sherriff and his staff, have done to work so effectively on providing the much needed safety to our students, staff, and community at large, and provided an association at KCC's campus, with law enforcement community that will serve us all very well.

Dr. Gutierrez shared this is a high priority and hopes to bring back more at the October Board Meeting.

Trustee Riggs inquired on the warrant or precedent of the Board have a joint meeting with the commissioners on this topic. Dr. Gutierrez shared that with the positive comments from the commissioners, he does not believe it is needed. Sheriff Kaber agreed, as public safety is important to the commissioners. If need be, this can be considered. Sheriff Kaber shared that a multi-year contract would be ideal after things get up and moving and are successful.

II. CONSENT AGENDA

- A. Board Minutes (Regular Meeting June 26, 2018 and Retreat, August 17, 2018)
- B. Personnel Action
- C. Administrative Reports

- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Motion: To accept the consent agenda.

Motion by: Kathy King

Second by: William Riggs

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

III. ADOPTION OF AGENDA

Trustee Headden asked if the discussion on the board self-evaluation could be moved to the October meeting for all members to be present and in light of time. It was agreed to postpone this to October.

Motion: To adopt the agenda as was changed, moving IX in front of the consent agenda.

Motion by: William Riggs

Second by: Kathy King

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

IV. PRESIDENT REPORT

- a. The Ribbon Cutting is on October 2nd at 4:00 pm with Paul Stewart as the key note speaker. The EDA representative, Richard Bendt will also be present.
- b. There were many questions at the Board Retreat. Dr. Gutierrez will cover some of these this evening and at subsequent upcoming meetings. The Oregon Community College Taxing District map was shared with the Board. Commissioners from Lake County will be joining the October meeting to talk about taxing district. Trustee Headden inquired if the North part of Klamath will stay with Bend. At this time Dr. Gutierrez has not heard anything regarding that area.
- c. The Entire Klamath Community College Actual Employee Total Compensation 2016-2017 was shared with the Board. VP Lyons-Antley explained the chart as presented.
- d. Dr. Gutierrez has been asked to be the Chair on the Year Seven evaluation committee to Olympic College. They like what KCC is doing and are interested in connecting. Dr. Gutierrez shared the letter with the Board. This is an honor and Dr. Gutierrez accepted the nomination.
- e. The 2018 OCCA Annual Conference information was shared with the Board. If the Board would like to attend, they need to contact Shannon by October 11th. Trustee Al King and Trustee Kathy King will attend. Trustee Fitzgerald may attend, however will not be there Wednesday.

V. ASKCC STUDENT REPORT

- a. Kenneth DeCrans gave updates on behalf of ASKCC. ASKCC went to the Student Government Conference. They did learn that KCC had a lot more going on than the other colleges. They brought focus to this year, which was being the voice of the students and getting them engaged. This includes bringing back town hall meetings and have once a month ideas and concerns for the students to sit and talk about. They want to spend more time in the classrooms. They are confident by the end of the year they will have more involvement. They would also like to have faculty focus. They will highlight each department for two weeks at a time. This will help students feel more comfortable
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with the departments. They are starting with Financial Aid. This will show appreciation and attach names to faces.

- b. ASKCC is working on a steps to success program. This includes how to interview and dress for success. They are going to work with Chip Massie and Workforce. They did a job fair together before spring.
- c. Trustee Fitzgerald added that soft skills is important to employability. VP Bryson shared that soft skills are also being addressed.

VI. STATE REPORT

- a. No state report was given in absence of the OCCA Representative.

VII. FOUNDATION REPORT

- a. Trustee Riggs shared that September 17th had a spotlight of Financial Aid.
- b. The treasury report gets reviewed and they reviewed where the investments were.
- c. There was a review of goals at the retreat. Dr. Murray-Jensen gave an update on the campaign. There is a piece of property that they are reducing the price on.
- d. Dr. Murray-Jensen shared the success of the Scholarship Dinner. On September 15th a record was set of the dollars raised. About \$23,000 was raised. Morgan Lindsay and Joey Oswald were the chairs for the event. Patti Springer worked on the event as well.
- e. The Planned Giving brochures were shared with the Board. Dr. Murray-Jensen shared information on the brochure, including those who may be constructing their wills.
- f. A co-chair of the capital campaign will be Commissioner DeGroot. The Foundation is working on other members to the campaign. A two year period is being targeted, the first meeting is in October.
- g. Kathleen Walker-Henderson shared that applications for scholarships are going on the webpage. Monies are allocated to sustain and support. Ten students are getting Betty Gray Scholarships this fall.

IX. INFORMATIONAL AND ACTION ITEMS

A. K-CET Proposed Student Fee – Action Item

Dr. Murray-Jensen presented on (K-CET) Klamath Center of Education and Training proposed student fee. Most of the workforce short-term trainings are 10-12 weeks in length. There are many workforce, short-term trainings and currently they do not have fees. This will be consistent with the credit fees and also be more consistent for the Business Office. The fee would be once per term, as a per term fee. For the most part, students will pay this just once. Trustee Fitzgerald inquired how they came to these numbers. Dr. Murray-Jensen shared that they looked at the instructional hours, facility need, lab need, technology need, and other small determinations. The hope is to implement this in January 2019. Trustee Fitzgerald inquired on the anticipated return on this. Most programs have 15-20 students. Trustee Riggs shared it is roughly \$1,200.

Motion: Move to accept the proposal for the \$30.00 term to term fee along with the \$5.00 one-time id fee for all non-credit workforce students in programs that may be included on the KCC transcript beginning January 1, 2019.

Motion by: William Riggs

Second by: Barbara Headden

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

B. Klamath County Sheriff-KCC Corporative Campus Security – **Information Item**

This item was voted and approved to be moved following showcase.

C. Oregon Equity Pay Act – **Information Item**

Executive Director Blade handed out and presented on the Oregon’s Pay Equity Act (HB 2005). In the presentation Executive Director Blade explained what the Pay Equity Act is, what is unlawful under the Pay Equity Act, what factors can an employer use to differentiate pay, what can an employer do to protect itself, and key points and deadlines.

Executive Director Blade recommended a pay analysis to protect the College. This may start internally with future external assistance.

Trustee Fitzgerald inquired on the term ‘comparable’. Executive Director Blade shared the College may be looking at job descriptions, starting with minimal qualifications and expanding outward from there. The College does have grades that it uses now.

D. President’s Goals – **Action Item**

Dr. Gutierrez shared that these are the goals that the Board charged him with at the Board Retreat. They are available for comment here.

Trustee Al King thanked Dr. Gutierrez for the work done on this at the retreat and Dr. Gutierrez ability to work with the Board.

Motion: Move to approve the President’s Goals for Academic Year 18-19 as presented.

Motion by: Kathy King

Second by: Michael Fitzgerald

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

X. **BOARD DISCUSSION AND PUBLIC PARTICIPATION**

A. Board Discussion

i. Board Comment

- Shannon Childs shared the policy updates she gave for the Board Policy Binder.
- Trustee Riggs shared that he will not be present for the Ribbon Cutting and apologized, as he feels that it is important. Trustee Headden also gave her regrets for not being able to attend.
- Trustee Fitzgerald shared that the Board Self-Evaluation should be discussed. Dr. Gutierrez shared it may be on the October agenda under Executive Session.
- Trustee Headden gave a positive shout out to Robin Sundseth and Joseph Maurer for getting a Financial Aid session together.
- Trustee Al King asked for a copy of the Foundation Budget.

Public Participation

- None.

XI. FUTURE ISSUES

- Dr. Gutierrez recommended that he not attend the October 5, 2018 Board Meeting considering the topic. Trustee Al King agreed with this statement and statutory laws related to this.
- Kenny DeCrans shared that they will be writing a letter on the students' behalf to be provided to be read at the meeting. The Board will work with Shannon Childs and Michael Blade, legal counsel, if need be, for the meeting.

XII. NEXT MEETING

- A. Special Meeting Date: October 5, 2018.
- B. Regular Meeting Date: October 23, 2018.

XIII. ADJOURN

Move to adjourn

Motion by: William Riggs

Second by: Kathy King

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

Meeting adjourned at 8:55 p.m.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary