



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

Regular Meeting – Tuesday, January 22, 2019 6:00 PM

MINUTES

I. CALL TO ORDER

Dave Jensen called the regular meeting of the Klamath Community College Board of Education to order at 6:00 p.m.

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

Members Absent: Barbara Headden (excused).

Staff Present: Dr. Roberto Gutierrez, President; Allison Bryson, Vice President; Joanna Lyons-Antley, Vice President; Jamie Jennings, Vice President; Michael Blade, Executive Director; Charles Massie, Interim Vice President; Lacey Jarrell, staff; Kathleen Walker-Henderson, faculty; Bill Jennings, faculty; Linda Williamson, faculty; Stanley Pence, faculty; Kat Rutledge, staff; and Shannon Childs, Secretary to the Board.

Guests: None.

II. SHOWCASE

Chair Jensen shared apologies to the group regarding his last meeting.

Dr. Gutierrez introduced Charles Massie who gave an introduction of those presenting on Badger Venture 2019. Those joining the meeting included Kat Rutledge, staff; Linda Williamson, faculty; and Stanley Pence, faculty. Ms. Rutledge handed out and presented on the Badger Venture, Student Innovation & Entrepreneurship Concept and Pitch Competition. April 26th will be the final local competition. Prizes will be given away to students through the Foundation. The launch for this will be on January 23, 2019. The only travel that will need to be paid for is the Klamath Community College (KCC) employees. Student travel is covered. Trustee Al King asked if there was financial assistance to come up with protocols for the models and if not, is there corporate support. Ms. Rutledge shared that not as of yet, however she is confident that the college will get this. There will also be provisions for patents and copyrights.

III. CONSENT AGENDA

- A. Board Minutes (Regular Meeting October 23; December 4; Special Meeting December 17,2018)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Motion: To accept the consent agenda.

Motion by: Al King

Second by: William Riggs

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

IV. ADOPTION OF AGENDA

Motion: To adopt the agenda.

Motion by: Al King

Second by: William Riggs

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. PRESIDENT REPORT

- a. Dr. Gutierrez shared that several years ago the College made an investment in Distance Education and working with our local K12 partners. Northlake has shared that they are not being served by Central Oregon Community College (COCC) and moved forward to Higher Education Coordinating Commission (HECC) to recede from being in their taxing district. Northlake is now giving examples of how Klamath Community College (KCC) is working with high schools in their region. HECC has contacted KCC to inquire on what has been occurring in its working with a non-taxing district. HECC has not made a decision on Northlake succeeding from COCC.
- b. An update was given on the capital campaign, Apprenticeship Center. The College is working with the Wendt family on fundraising. KCC has started the process with the Economic Development Administration (EDA) grant. The College is also working with Jordan Cove on how they may assist the institution. Every step of this process goes through the Board for information and direction.
- c. There is a trend with KCC employee's interest in wellness and health. Dr. Gutierrez surveyed employees if they would be willing to pay for something on campus. Most employees said yes. A Health and Wellness committee got together and applied for a grant of \$100,000, which they received. The committee is looking at College space in building 4 to have exercise equipment available. The students are now interested. Students may be willing to help out. Health and Wellness is important for moral and health of the institution.
- d. There may be an upcoming signing ceremony with Oregon Institute of Technology (OIT). This will involve international programs.
- e. There will be three new programs announced at the February Board of Education Meeting.
- f. Two years ago, an entity came in to do an audit with Achieving the Dream. One thing they said was that KCC has a healthy program review process that is utilized even when the College is not in trouble. The College is working with a third party payroll entity. The College is also working with a Micro Market. The College is also looking at a third party to work with our bookstore. KCC works very hard to remain financially stable. Dr. Gutierrez will keep the Board updated.

VI. ASKCC STUDENT REPORT

- a. Kenny DeCrans gave updates starting with the next food drive in February. More emphasis is being put on toiletries.
- b. During disbursement, a Martin Luther King speech was played on a loop.
- c. ASKCC is working on the Etiquette Dinner.
- d. There will be a job fair in March.
- e. Vacancies that were not planned in ASKCC, are being filled.

VII. STATE REPORT

- a. Chair Jensen gave an update that legislation is in full swing. There are about 60 bills being looked at. The first of next month, there is an OCCA meeting.
- b. Dr. Gutierrez shared that the governor is proposing a budget a lot lower than what was expected.

VIII. FOUNDATION REPORT

- a. Trustee Riggs shared that the Foundation met last week. The Foundation is looking to get 100 percent participation from the KCC Board to be able to say that on grant applications. Board members who would like to participate may see Mr. Massie for donations.
- b. The donations were gone through. A piano was donated to KCC. A Ford Ranger pickup was donated to use in automotive.
- c. For this year the Foundation is looking at new member recruitment, growing the KCC endowment and increasing member participation at meetings.
- d. Mr. Massie shared that there is a renewed interest in Foundation member involvement. They are feeling confident in how the money is being developed around the campaign. There are many asks out regarding the campaign. Currently there are eight people on the Foundation Board. A good membership is 15 -18 active members. There may be as many as 35.
- e. There is a President's Tour coming up on the calendar in February.
- f. Dr. Gutierrez shared that the money that the Board designated for English as a Second Language (ESL), has been distributed.
- g. The official goal of the campaign is \$7,917,191.00, to date \$4,294,410.00 has been secured. Trustee Al King shared that he is not comfortable announcing we have raised 53%, when 50% of that is the match. The College has actually raised 3%. Mr. Massie shared that there are marketing reasons for some of the advertising on percentages raised. The Foundation is working on this continually.

IX. INFORMATIONAL AND ACTION ITEMS

A. Pay Equity Act Legislation – Information Item

Dr. Gutierrez shared that the College had started this work at least 3-4 years ago. He introduced Bill Jennings to present on the current status. Mr. Jennings handed out and presented on Pay Equity. Pay Equity Bill HB 2005 was defined. Protected class, work of a comparable character, and equal-pay analysis was defined. Mr. Jennings shared what could differentiate compensation. An equal pay analysis was completed, which Mr. Jennings shared with the Board.

The next step in the process will be a part-time staff analysis. The College has a little over 200 part-time employees, in which many are adjuncts. Work study also fall in this category.

It was clarified that the College is no longer allowed to ask about prior salaries of applicants. Trustee Al King inquired on how employee classifications were decided upon. Dr. Gutierrez shared that in 2014, a consulting firm, Trüpp, did much of this analysis. The College has 11 grades, which were established by Trüpp and continued on by the College. Each of these groups has similar function. For example, Director's fall in close to the same grade range. Each grade has a low, mid and high pay. Michael Blade shared that there are factors that go in to deciding grades.

Mr. Jennings shared that he was very comfortable where the College is regarding the Pay Equity Act Legislation.

B. Oregon Public Employee Retirement Liability Reserve Fund – **Action Item**

Dr. Gutierrez introduced VP Lyons-Antley to present on the Oregon Public Employee Retirement (PERS) Liability Reserve. VP Lyons-Antley reviewed the information, using a PowerPoint, with the Board. PERS was defined under three tiers and how it is funded was shared. KCC does have the employer pick up of 6%. The impact to KCC was presented. Trustee Al King inquired if the College has to pay the same as everyone else, even though we do not have as many Tier I or Tier II employees, and if we subsidizing everyone based on that. VP Lyons-Antley shared that the College does not pay the same for all. It is done based on tier. Most of KCC's unfunded liability are those who have already retired. State projections say that in about 5 years, we should level off regarding the employer rate.

VP Lyons-Antley reviewed the PERS Liability Reserve Fund. Three solutions were presented to the Board to spend the PERS Liability Reserve Fund. The idea is to soften the impact of increases over time. Solution #1 would be to average the increase. Solution #2 would be to partially draw down PERS reserve fund to smooth increases. Solution #3 is to completely draw down reserve. VP Lyons-Antley recommended solution #2 as being most advantageous for the College.

Trustee Al King inquired on what percent of payroll is devoted to PERS. Tier I/II is 29.4%, Tier III is 22.82%. Trustee Al King asked what the percent of pay goes to benefits. VP Lyons-Antley will get those numbers to the Board.

Trustee Al King is concerned where income will come from if enrollment does not stay stable. He does not want to see the day were people have to be laid off.

Trustee Fitzgerald shared that he understood that legislature has tried to ratify this, however was turned down by the Supreme Court.

Motion: To adopt solution #2 of the PERS Liability Reserve Guidelines as recommended.

Motion by: William Riggs

Second by: Michael Fitzgerald

Discussion: Efficiencies were defined as savings or finding more revenue. An example was given as a 3rd party provider to run the Bookstore, as shared in the President's Report. Trustee Al King inquired on where the Board falls in this in deciding when enough was enough. Trustee Al King does not want to continue to empower the State on this. Trustee Marquez shared that she feels KCC is a very efficient organization, it seems like there is not a lot of low hanging fruit in efficiencies. Dr. Gutierrez shared that the College does challenge itself. A discussion ensued on the State and future of PERS.

Public Comment: None.

Action: Yay 5 in favor.

Nay Trustee Al King. For the record Trustee Al King opposed this as he does not see any solutions in sight, without us addressing this in our own budget, come July, and he will address it then. This has got to stop.

Motion passed.

Dr. Gutierrez thanked the Board for their foresight many years ago to start putting money into the College PERS reserve fund.

X. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- The Audit will be coming to the Board for Acceptance at the February Board Meeting.
- Chair Jensen asked for everyone that submits a report, add names next to positions.

Klamath Community College is an Equal Opportunity Educator and Employer.

- Trustee Kathy King shared that she has recently been given the opportunity to serve on the Soroptimist International Board of Directors as the Executive Treasurer.
- Chair Jensen shared that Dave Jensen's, Barbara Headden's and Kathy King's position will be open for election this year. Information for running will be shared with the Board for filling.
- Shannon Childs handed out a revised schedule for the Board. There was a typo for the May meeting, it will be on May 28th, the fourth Tuesday of May.

Public Participation

- None.

XI. FUTURE ISSUES

- None.

XII. NEXT MEETING

A. Regular Meeting Date: February 26, 2019.

XIII. ADJOURN

Motion: To adjourn.

Motion by: William Riggs

Second by: Dave Jensen

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary