



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

Board of Education Retreat - August 26-27, 2019 8:00 AM – 5:00 PM

NOTES

Chair Dave Jensen called the Board of Education Retreat of the Klamath Community College Board of Education to order at 8:00 a.m.

Members Present: Dave Jensen, Chair; Kate Marquez; Mike Fitzgerald; Al King; Kenneth DeCrans; and Helen Petersen.

Members Absent: William Riggs, excused.

Staff Present: Dr. Roberto Gutierrez, President; Bill Jennings, KCC Institutional Researcher (presenter August 27); Michael Blade, Executive Director (presenter August 27); Lacey Jarrell, Director of Communications (Breakfast, August 27) and Shannon Childs, Secretary to the Board.

Guests: August, 26, 2019, Dr. Jill Wakefield, Association of Community College Trustees (ACCT) Consultant.
August 27, 2019, (Breakfast) Chris Kaber, Sheriff; Matt Bogatay, Bogatay Construction Inc.; Tayo Akins, CEO Cascade Comprehensive Care and Cascade Health Alliance; Dr. Paul Hillyer, Superintendent City Schools; Carol Westfall, Mayor; and Randy Cox, Klamath County Economic Development Association Director.

Monday, August 26, 2019

Coffee and Conversation

- Chair Jensen welcomed Dr. Jill Wakefield, ACCT Consultant, to the Board of Education. The Board did a brief exercise.

Welcoming Remarks

- Chair Jensen welcomed the Board of Education and reviewed some ground rules for the retreat.
- Chair Jensen discussed a handout on Board Policy regarding travel. Board travel will be reviewed, beginning at the September Board meeting.
- The retreat opened with each Board member sharing something about themselves.

President's Remarks

- Dr. Gutierrez welcomed the Board as he enters into his eighth year at the College.
- The Applied Bachelor's degree has passed. The Apprenticeship Center is on the agenda for this year, as well as looking at Student Housing. The College is also looking at serving North Lake. The College has received a \$2,000,000 grant for underserved populations of GED/ESL (General Education Development/English as a Second Language). This will be over five years. The College has been working on its student success initiatives for completion and retention. The default rate has moved to become one of the best in Oregon.
- Chair Jensen congratulated all on the Bachelor's degree and no loss of credit.

Opening Exercise

- Dr. Jill Wakefield gave thanks to the Board for their time and commitment to the school and its students. It was agreed that Klamath Community College (KCC) has a student focused Board. Dr. Wakefield shared that the average time of a college president is 3-4 years. Having Dr.

Gutierrez for 8 years reflects a great relationship with the Board and President. Dr. Wakefield encouraged good training for the new Board members. It was clarified that the Board would be receiving ethics training at a future meeting. In her talking with the Board, Dr. Wakefield understood a desire for the Board getting to know each other better to build the team and build trust.

- Trustee King expressed that he was discouraged that Trustee Riggs was not able to be present for this meeting due to its timeliness. Trustee King further shared that he was concerned that the two members that have left the Board have not been able to provide feedback on last year. Dr. Wakefield encouraged the Board to see how it goes in the absence of a current member.
- Dr. Wakefield shared that 80% of awake time is spent communicating. 75% of words are ignored, misunderstood or forgotten. 17 seconds is how long most adults listen actively at a time. Dr. Wakefield elaborated that listening creates relationships. With this, Dr. Wakefield will try to keep the Board involved in the conversations of the day.
- Dr. Wakefield referred to the handout Telling Your Story. Each Board member had 8 minutes to tell a story. The Board took turns sharing their story, beginning with Dr. Wakefield.
- Dr. Wakefield shared how important each story is to serving on the Board.

Board/Trustee Roles and Responsibilities

- Dr. Jill Wakefield referred to handouts Board Duties: A Checklist for Effectiveness, with a case study and Rate the KCC Board Performance.
- Dr. Wakefield reviewed and discussed each of the categories on the handout, Attributes of High Performing Boards.
 1. President and Chair fully engage individual members
 2. Board members exhibit deep respect for backgrounds, skills, experiences and attributes of all members
 3. Board upholds basic fiduciary principles
 4. Board is responsible for reputation of college, its mission and needs
 5. College mission, not board member's individual interest, inform decisions
 6. Board's commitment to college priorities is paramount
 7. Board cultivates a healthy relationship with the President – "Thought Partner"
 8. Board is oriented toward an optimistic future
 9. Board has higher tolerance for ambiguity
 10. Board makes strategic decisions by lessons learned from history, present realities and reasoned projections
 11. Board knows their communities and represents their interests
 12. Board focuses on accountability
 13. Boards monitor their own overall performance; develop policies about trustee responsibilities
 14. Boards focus on performance – results & measures of success
 15. High levels of communication
 - a. Open and transparent
 - b. Everyone on board has access to same information
 - c. Board lets president know if they are receiving too much or too little information
 16. Participative leadership
 17. Board assesses and measures its own performance
- The Board reviewed attributes of a low performing Board as well.
 1. Don't have time to do their jobs
 2. Show up late or miss meetings
 3. Assume they already know what the job entails because they have been on other boards
 4. Fail to keep an open mind to a wide range of perspectives
 5. Don't attend conferences and seminars

6. Act as if they have no responsibility to the team
 7. Focus on the past and ignore future trends
 8. Become involved in administrative tasks and program details and ignore broad policy issues and community needs
 9. Publicly oppose decisions of the Board
 10. Engage in interactions with staff that undermine the authority of the Board and President
 11. Fail to engage in ongoing communication with the CEO, other trustees and the community
 12. Try to influence decision for personal gain
 13. Accept privileges during their tenure on Board
- The Board filled in the “Rate the KCC Board Performance” sheet and discussed some of the responses.
 - Strengths:
 - o Diversified Board (experience, age, grades)
 - o Supports President
 - o Support program growth
 - o Cut programs
 - o Open discussion
 - o Future focused
 - o Well informed decisions
 - o Optimistic future
 - o Assess and measure
 - o Fiduciary principles
 - o Outreach by President
 - Opportunity
 - o Know community and represents their interests
 - o More data on graduates, jobs and money
 - o More information/data to Board before decision (i.e., budget – CFO meeting)
 - o More communication between Board members
 - o More communication with community
 - o See Board members on campus
 - o Opportunities to bring community to the campus
 - o Outside education/training/conferences for the Board, ex. OCCA, ACCT, OSBA
 - o Annual self-assessment in June or July
 - o Benchmarks, IPEDS, more data to drive decisions
 - Trustee King reflected on the times that he used to spend in the Commons at the College to talk with students. This was not previously respected by the administration. Trustee King clarified that Dr. Gutierrez would support this, however Trustee King does not do it anymore due to the dramatic experience. Dr. Gutierrez shared that he does appreciate when the Board lets him know when they are on campus. There are times that Dr. Gutierrez will give the Board a heads up on what is going on at campus before they get there.
 - Chair Jensen shared that Dr. Gutierrez has done more outreach than all the past presidents. This is a strength to the College.
 - Dr. Gutierrez asked that the Board let him know if they are interested in going to a federal conference, versus those that are state.
 - The Board was split into two groups to review a case study on a non-smoking campus and asked to report on it. Each group reported on their procedures for handling the case study.
 - Trustee King shared that he has concerns with non-smoking on campus becoming too big an issue. Making it a big issue may create more controversy. Trustee King shared a smoothness of process is important. Dr. Gutierrez spoke to how busy the institution is. Keeping the drama

minimal is important. Dr. Gutierrez described Shared Governance and a past controversial issue. The Board Chair shut down the topic at that time. Non-smoking may be part of Shared Governance in the future, or it may come directly to the Board.

Building the Board Team

- Dr. Wakefield presented on Successful Board/President Partnership.
 1. Requires a foundation of shared vision, goals, mutual respect, trust
 2. Requires open communication/ongoing dialog
 3. Commit to explore issues to achieve mutual understanding
 4. Begins, continues, and ends with ethical behavior
 5. Established clear expectations of roles
 6. Preserves to create a strong partnership
 7. Acknowledges and respects different roles
 8. Shares a common purpose
 9. Encourages one another
 10. Has clear standards for performance
 11. Engages in annual evaluations (board and president)

- Dr. Wakefield asked how the board affirms the authority of the president.
 1. Keep the President informed (no surprises)
 2. Delegating authority to the President to lead
 3. Honoring the President as the point of contact
 4. Fully considering recommendation from President
 5. Backing President's Decisions
 6. Supporting professional development of President
 7. Adhering to standards of ethics
 8. Ensuring that President has resources to do the job
 9. The Board stands by his decisions (Board addition to list)
 10. The President acknowledges need and does this such as book clubs with staff and students (Board addition to list)

- Dr. Wakefield asked how the President show respect to the Board.
 1. Keeping the Board Informed (no surprises)
 2. Honoring Boards governing role
 3. Providing Board with relevant, timely information
 4. Engaging in policy level discussions early in decision making process
 5. Making recommendations that include analysis of options
 6. Publicly supporting the Board and its members
 7. Adhering to Board policy
 8. Facilitating trustee involvement in community advocacy
 9. Preparing reports that enable to the Board to monitor college performance
 10. Ensuring that the Board has resources to do its job
 11. Creating opportunities for Board development
 12. Be Available to Meet (Board addition to list)

- Dr. Wakefield handed out Case Study #2 and asked the Board to review it. The Board was split into two groups to review a second case study on shutting down a program on campus and asked to report on it. Each group reported on their procedures for handling the case study.
- Dr. Wakefield talked about teamwork and asked the Board to consider a time when they felt like they were part of a group and how it felt. Some characteristics of the mature group were

involvement, responsibility, trust and caring, effective use of resources, listening and self-examination. Characteristics of “Effective Teams Build Trust” were reviewed.

- Be true to your word – follow through
 - Be clear about what you commit
 - Help people whenever you can
 - Take time to make decisions and think before acting too quickly
 - Acknowledge and appreciate – if people know you care, that are more likely to trust you
 - Do what you believe is right, admit mistakes
- It was shared that conflict is inevitable. Some highlights were made in reflections of this on “Effective Teams Manage Conflict”.
- Handled well, it fosters creativity and good decisions
 - The goal is to reach the compatible interests underneath the conflict
 - Discussions should include a search for common ground
 - People may need to first express opinions without debate
 - Look for areas of agreement
 - Good will, non-accusatory communication and good manners reduce defensiveness and hostility
 - Set aside time for each person to express their point of view
 - Identify goals of each person, then explore alternatives
 - Validate emotions, but recognize they can be barriers to thinking clearly
 - Listen, listen, and listen, listening is not the same as agreement
 - View conflict as a problem-solving process, not as a contest

Board Self Evaluation for 2017 and 2018

- Dr. Wakefield reviewed the themes of the Board Self-Evaluation of 2016-2017 and 2017-2018. Dr. Wakefield looked specifically at those themes that were under a 4 rating. It was clarified that none of the evaluation numbers were bad.
- Trustee King expressed his concern that the evaluation is being reviewed after some members have left and new members are present.
- Trustee Fitzgerald shared that same issue seems to get revisited over and over.
- Dr. Wakefield asked about Board meetings specifically. The Board did an exercise, 3 things that work well, 3 things that do not. Feedback from the exercise was shared and reviewed.

What works well

- Dinner
- Student representation
- Public speaking gets moved up on the agenda if need be
- Adequate information for making a decision (It was noted that Dave Jensen and Al King disagree on this)
- On-time

What may be improved

- Sometimes there are surprises (generally there is enough information, occasionally there is not)
- New trustee orientation
- More public, community and student involvement (some conversation was held on how to actually get people involved)
- More Board meetings in the community
- Board policy be followed and Roberts Rules of Order be followed
- More contact with the Board Chair
- Roster of Board and what area the zone represents
- More careful about things discussed in executive session

Klamath Community College is an Equal Opportunity Educator and Employer.

- An example of Student Housing communication was shared. Some wanted information in advance, some are happy with getting the information once it is in next stages. Dr. Gutierrez added that he tries to bring information forward as an information item prior to action. These things can be shut down by the Board if need be.
- Some clarification was made for green sheets. Action items have all information needed in the packet. Information items will have information if available or at least handed out at the meeting. Dr. Gutierrez clarified that if the Board wants the information items information prior to the meeting, that can be done. It was asked by the Board that at least some background could be provided on information items, and that would be helpful.
- Shannon Childs handed out the Board roster.
- Chair Jensen shared that Michael Blade took over as parliamentarian. Trustee King elaborated that Michael Blade needs to communicate and give advice to only the Board Chair.
- It was clarified that if someone wants to speak at a meeting, they must first be acknowledged by the Board Chair. A discussion was held on parliamentarian rules and preferences on board meeting processes.
- The Board would like to have a specific meeting with the parliamentarian and specifics for running the meeting.

Defining Board Priorities for 2019-2020

- Dr. Wakefield shared a 2019-2020 Board Priorities page for the Board to consider and fill out.
- Priorities for the Board were listed
 - o Students enrollments
 - o Roberts Rules of Order training by Parliamentarian
 - o New Board member orientation
 - o Support Board members for professional development
 - o Communication with state legislators
 - o Community demographics of potential student base
 - o The Board can make recommendations to the Board Chair on what they would like to see
 - o More of a Board presence/face on campus

Action Plan/Next Steps

- Dr. Wakefield thanked the Board for their involvement and her time with them.
- Chair Jensen handed out the Board Self-Evaluation to be filled out. The Board agreed to also send the evaluation to previous Board members. It was agreed that the new Board member, Helen Petersen, would not fill out the evaluation, as it pertains to last year. Mrs. Childs will work with Michael Blade to send an evaluation to Barbara Headden, Kathy King and William Riggs.

Tuesday, August 27, 2019

Breakfast with Local Leaders

- The Board was joined by Dr. Paul Hillyer, Superintendent City School; Carol Westfall, Mayor; Chris Kaber, Sherriff; Tayo Akins, Cascade Comprehensive Health; Matt Bogatay, Bogatay Construction; Randy Cox, KCEDA; and Lacey Jarrell, Klamath Community College.
- Dr. Gutierrez asked guests to talk about what the College is doing well and what may be improved. Dr. Hillyer talked about KCC looking into having a location closer to Klamath Union in the future due to the 30 minute round trip for Pathways students. Having a spot Downtown would be beneficial. There may also be a ramp up of opportunity from being close to the Altamont location. Randy Cox shared he is looking forward to the Apprenticeship Center and that it is needed in the community. Matt Bogatay expressed that he was excited about the Apprenticeship Center. Bogatay is diversifying and will be adding approximately 20 full time, well paid positions to the community in the next two years. Sheriff Kaber spoke regarding the

Klamath Community College is an Equal Opportunity Educator and Employer.

great strides in the community, including a Substation at KCC, which he hopes to last for many years to come. Sheriff Kaber also spoke to future training and KCC. He is thinking of Department of Public Safety Standards and Training (DPSST) South at KCC and providing training at the College.

- Dr. Gutierrez shared that transformation does not happen alone, it is by working together.

Personal Reflections

- Dr. Gutierrez and the Board shared reflections of their past year.

Lake County Taxing District/KCC Student Demographics – Dr. Gutierrez and Bill Jennings

- Dr. Gutierrez introduced Bill Jennings, Institutional Researcher, as an important member of the College. Dr. Gutierrez asked the Board to give a sense of direction regarding North Lake, following Mr. Jennings presentation.
- Mr. Jennings shared his honor to work at Klamath Community College.
- Mr. Jennings handed out and presented a PowerPoint. In the overview Mr. Jennings covered the following which included credit, non-credit, and K-CET/adult high school. One FTE (full time equivalent) was defined as one student signing up for 15 credits in spring, 15 credits in winter and 15 credits in fall.
 - o Enrollment – College Wide
 - o Enrollment – GED/ESL
 - o Enrollment – Non-Credit
 - o Enrollment – Credit
 - o Developmental Education
 - o Programs
- Trustee King expressed concern with cost going up and FTE, the cost of production has increased with the performance staying the same. Dr. Gutierrez shared that grants play a very important part of this. The possibility to have the Chief Financial Officer come in and discuss some of Trustee King's concerns was expressed.
- The survey for grants was brought up. The Board is encouraged to fill out the survey to give to Mrs. Childs if they have not yet turned it in.
- Mr. Jennings shared the demographic of Klamath Falls being more diverse than the county, however those numbers can be difficult to obtain.
- Trustee Petersen asked for information on age in the enrollment of GED/ESL students.
- Mr. Jennings clarified that financial aid is available for credit classes, not non-credit. Of the total population of students taking credit classes, approximately 50% of the total population receive some sort of aid. Full-time, first-time students, (Integrated Postsecondary Education Data System students), in that sub group 72% receive a Pell grant.
- Mr. Jennings talked about dual credit demographics at KCC.
- Trustee Marquez suggested looking at what the College is offering and what it is currently doing with the Tribes. Possibly there is room to connect.
- Mr. Jennings shared that along with dual credit, the College worked at accelerated Math and Writing, placement process was updated, and other things to decrease remedial education.
- Mr. Jennings transferred from the PowerPoint to the information that was provided with the Board Retreat binder. He presented on how Community Colleges in Oregon get funded. The numbers that were referred to in the presentation were mainly from 2017-19.
- The COD is Cost out of District, which currently includes monies the College is given for Lake. If Lake were to be added to the District, those monies would no longer be given to the College. It was clarified that the Property Tax goes into a main pot and gets separated between 17 community colleges. North Lake pays property taxes to community colleges at this time. South Lake does not.

- Contract out of district funds must be delivered in that area, such as synchronous. In detail, the College currently gets COD from Lake, along with Distance Ed. If Lake is no longer out of district, the College would get approximately 6,000 from property taxes in the larger picture of state fund distribution. Southern Lake County is interested in being part of KCC. In this, they may be interested in becoming a community college taxing district.
- Trustee King stated that he really feels the need to keep the reserves.
- Dr. Gutierrez shared that HECC (Higher Education Coordinating Commission) is very interested in serving underserved rural populations, such as North Lake.
- Trustee King asked about the politics involved, such as how political influence would affect HECC and the future of KCC. Dr. Gutierrez shared that the way the system is set up is very beneficial to smaller community colleges.
- Dr. Gutierrez asked, if next year, Lake County became part of the KCC taxing district, what kind of deficit would KCC have. Mr. Jennings explained it would be approximately \$120,000.
- The Board had conversations regarding Lake County and service. The overall discussion was to possibly have Lake County take the lead with the current procedures and financing in place. Trustee King suggested the commissioners, public, our people and Lake County need to have feedback opportunity. He reiterated the importance of the relationship with the Lake Hospital. Chair Jensen ended the conversation with, "What is the right thing to do". There are a lot of things that have to happen to move forward, however it needs to be considered. This could be a model for other opportunities. Trustee King shared how PERS (Public Employees Retirement System) may take a role, and what consolidation make look like.

Student Housing – Dr. Gutierrez and Michael Blade

- Dr. Gutierrez informed the Board that he has talked to Diana Ortero regarding this student housing. In talking, they also discussed the possibility of a partnership including Matt Bogatay for donating up to 5 million for the building. Dr. Gutierrez shared that Michael Blade was legal counsel to State Housing in Tennessee and has joined the early meetings on Student Housing. Housing would be critical to international students. The idea is to have at least part of the housing as low-income, and possibly part of the housing as non-low income. The consideration would be to do this instead of having to subsidize.
- Executive Director Blade shared information on low income housing. There are limitations on subsidizing. One of the ways to help with the College subsidizing is to have low-income units, as well as market rate income units. The housing location was described on the map provided in the packet. Ideally, this may be a three phase project. There are many different styles of units that could be considered or proposed. There is an idea of a first floor retail to help subsidize. Favorites would be food options, a pharmacy and a bank. It was discussed to lease the land to Bogatay for some years, in which time they would build on it, and the Housing Authority would manage it. At the end of the lease term, Bogatay would donate the updates and building back to KCC. Once Bogatay did this, the partnership would be with Housing Authority and KCC. The fee would be minimal to the Housing Authority, because it is providing housing for Klamath.
- Trustee King asked for a picture of what the Apprenticeship Center would look like.
- Trustee King inquired on the option of buying an apartment and converting to student housing like they started doing in California.
- Trustee King asked why the College couldn't just sell off a piece of land. He asked what was in it for the College. Dr. Gutierrez shared that the College would be receiving a 5 million dollar asset, serving the students by stabilization, and international students. This would be nice for our students due to distance.
- There are many details that would need to be discussed regarding student priority and how this would work. There is potential that after the property was donated back to the College, the College could sell it.

- The Board requested more information on Matt Bogatay's experience/partnerships with low-income housing, location, how many students this helps, contract information and sustainability information/options. It is important that the College always keeps the students as the main goal.
- Trustee Marquez shared that Matt Dodson, City Counselor, runs a large low income housing area. He may have good information.
- Trustee Petersen shared that the renting market in Klamath Falls is not good. Trustee DeCrans added that he is looking forward to starting this conversation and getting more information to look into it.
- Dr. Gutierrez reiterated that the Board will be kept informed as this moves forward. Many of the details will be in a contract.

Board of Education Self Evaluation

- Dr. Gutierrez handed out the Board Self Evaluation. Mrs. Childs will send the Board the deadline and information to turn in the evaluation. It was also noted that Barbara Headden would be sent an evaluation, as well as Kathy King, who would receive hers from Al King.
- The evaluation should be reviewed at the September Board meeting.
- Chair Jensen shared that he was told it would be best to look at zoning with the next census. It may also need to include Lake County if that becomes part of the taxing district.
- Mrs. Childs shared the Board Boundaries are on the map in her office as well as listed in the Board Policy binder.
- The Board Priorities were discussed as mentioned in the presentation with Dr. Wakefield.
 - o Students Enrollments
 - o Roberts Rules of Order Training by Parliamentarian
 - o New Board Member Orientation, Possible Mentoring
 - o Support Board Members for Professional Development (OCCA, ACCT, OSBA)
 - o Communication with State Legislators
 - o Community Demographics of Potential Student Base
 - o The Board can Make Recommendations to the Board Chair on What they Would Like to See
 - o More of a Board Presence/Face on Campus
- Mrs. Childs will need to look at the November meeting of OSBA and inquire on Board attendance. It was discussed that a very large portion of OSBA information is regarding K12. Mrs. Childs will also look at the next ACCT and OCCA meetings.
- A discussion was held on the possibility of having work sessions for 30 minutes prior to Board Meetings.
- Dr. Gutierrez shared that he may be able to invite the Board to some meetings or off campus meetings, where he could invite the Board, although it may be last minute.

President's Annual Goals

Chair Jensen introduced the process of the President's annual goals. The Board discussed expectations of goals.

Dr. Gutierrez's "President's Goals for Academic Year 2018-2019" were provided in the binder.

1. Develop a Plan to Address Accreditation Finding and Recommendations
2. Continue to Develop and Enhance the Foundation's Progress
3. Benchmark and Measure Key Performance Indicators
 - a. Graduation Rate (IPEDS and internal data)
 - b. Student Retention

- c. Employment Rate in the Field
- d. Student Salary Attainment
- 4. Continue Leadership/Partnerships with Local, State, Federal, and Private as an Institution (KCC)
- 5. Continue with Dual Credit Growth Development into a 1 Year Certificate Available at Local High Schools
- 6. Increase the Opportunity for Four Year Degrees, Through All Institutions, at KCC
- 7. Explore/Develop an Apprenticeship Center at KCC
- 8. Proactively Monitor House Bill 2998 Transfer Bill (no loss of credit legislation)
- 9. Maintain a Strong Relationship, with Timely Communication Across the Board, Vertically and Horizontally, with the Board of Education
- 10. Explore Lake Counties Interest, the Rules, Regulation, Opportunities, to Include the Southern Part (not currently in a community college tasking district) into the Current District
- 11. Look into Security on Campus, which may Include Continuing as Normal, Exploring Opportunities with City, County, State; and Infrastructure

Dr. Gutierrez reviewed last year's goals with the Board. The Board reviewed the goals and discussed what goals will move forward for approval at the September Board Meeting. The following goals were agreed upon to move forward.

- 1. Continue to Develop and Enhance the Foundation's Progress
- 2. Benchmark and Measure Key Performance Indicators
 - a. Graduation Rate (IPEDS and internal data)
 - b. Student Retention
 - c. Employment Rate in the Field*
 - d. Student Salary Attainment*
- * Working with HECC
- 3. Increase the Opportunity for Four Year Degrees, Through All Institutions, at KCC
- 4. Continue to Look into the Potential for the Bachelor of Science Nursing and its implications to KCC
- 5. Continue to Develop an Apprenticeship Center at KCC
- 6. Proactively Monitor House Bill 2998 Transfer Bill (no loss of credit legislation)
- 7. Maintain a Strong Relationship, with Timely Communication Across the Board, Vertically and Horizontally, with the Board of Education
- 8. Explore Lake Counties Interest, the Rules, Regulation, Opportunities, to Include the Southern Part (not currently in a community college taxing district) into the Current District. Dr. Gutierrez and Mrs. Childs will meet to incorporate North Lake.
- 9. Explore and Develop Opportunities for Housing on Campus that KCC Students Have Access
- 10. Continue to Explore Opportunities to Increase Native American Student Numbers
 - Trustee King asked about KCC and RCC both having Fire Training. It is a matter of providing services for local areas and preference of where students would like to go.
 - Dr. Gutierrez will bring Marketing as a showcase to a future Board Meeting to give the Board the opportunity to ask questions.
 - Dr. Gutierrez is looking at the sustainability of KCC. There is a possible opportunity to working with OIT on international. KCC would work on English acquisition and students transfer to OIT.
 - Dr. Gutierrez inquired if anyone is interested in being part of the Foundation Scholarship Committee. He will inquire with Charles Massie on involvement opportunities.
 - Dr. Gutierrez's goals will be at the next Board Meeting agenda as an action item.
 - There was conversation if the 18-19 Board Evaluation had been done. Trustee King objected to the new Board member filling out an evaluation to a Board they did not serve. It was determined that only the 18-19 Board members would complete the evaluation, including the non-voting Board member.

Klamath Community College is an Equal Opportunity Educator and Employer.

- It was asked that the ACCT Facilitator Evaluation be completed and given to Mrs. Childs at, or before the next Board meeting.

ADJOURN

Meeting adjourned at 5:15 p.m.

Respectfully submitted by: Shannon Childs
Klamath Community College
Board of Education Secretary