



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

Regular Meeting – Tuesday, June 23, 2020 6:00 PM

MINUTES

I. CALL TO ORDER

Chair 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; Michael Fitzgerald; Al King; William Riggs; Kenneth DeCrans, and Helen Petersen. A quorum was confirmed.

Members Absent: None.

Staff Present: Dr. Roberto Gutierrez, President; Tricia Fiscus, Vice President; Jamie Jennings, Vice President; Bill Jennings, Vice President; Charles Massie, Executive Director; Justin Wright, Executive Director; Lacey Jarrell, staff; Kathleen Walker-Henderson, faculty; Dale Severns, staff; Edis Worden, staff; Michelle Horne, staff; and Shannon Childs, Secretary to the Board.

Guests: Cam Preus, OCCA; Margaret Justice; and Jason Adams (all zoom).

II. SHOWCASE

Dr. Gutierrez introduced Edis Worden to present on the Title III grant that the College received. Edis Worden handed out and reviewed a PowerPoint on the Career Services Center. The PowerPoint included projected spending for 5 years, sustainability, and Emsi (Economic Modeling Specialist Intl.) career coach software. The Career Services Center staff were highlighted and pictures of the Center were shown. The Career Services Center involvement and cross training was shared. Mrs. Worden reviewed a list of the places the Center has made contact with. The goals and measurements of those goals were presented in the PowerPoint, as well as information on career planning.

Trustee Marquez inquired how they worked with Workforce Klamath. Ms. Worden shared that there are different programs at KCC and they meet every other week with the Workforce Director at KCC. Mrs. Worden shared that students can visit, even when they are no longer student of the College. Veterans are also encouraged to visit. Trustee Fitzgerald thanked Mrs. Worden for the presentation and information.

III. CONSENT AGENDA

- A. Board Minutes (May 26, 2020)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Motion: Move to accept the consent agenda as written.

Motion by: William Riggs

Second by: Kenneth DeCrans

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

IV. ADOPTION OF AGENDA

Motion: To adopt the agenda as written.

Motion by: Kenneth DeCrans

Second by: Al King

Discussion: Chair Jensen asked that the Board Self-Evaluation be handed out after item 9b.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. PRESIDENT REPORT

- a. Dr. Gutierrez shared that the 17 presidents met with the Governor and mainly asked budget questions. Using state reserves was discussed to balance college budgets. Dr. Gutierrez shared with the group, on the call with the Governor, what the KCC Foundation has done to help those students who did not qualify for the CARES Act. This was a great reflection of the community.
- b. Dr. Gutierrez asked VP Bill Jennings to give an update on working in the field of study and income attainment, as he knows the College has been working with HECC (Higher Education Coordinating Commission). VP Bill Jennings shared that a few years ago, they started working with the State Longitudinal Data System. Some of the issues with the data were shared. An example was given of someone who works at the hospital, however it is not known if they are a nurse, technician or a phlebotomist, it is just known they are in the medical industry. It was shared that the Career Services Center will be able to assist with data gathering through Emsi. VP Bill Jennings further shared that others are having similar troubles with data sets as KCC. There is continuing work with this. VP Bill Jennings continues to be in contact with the project director and working with HECC and the longitudinal data set. KCC is ready and willing to be a part of test pilots. Trustee King shared that data of employment as aggregate information is important and inquired if KCC has talked to OIT on how they collected aggregate data. VP Bill Jennings shared that he has been working with the state on the longitudinal data set and has not communicated with OIT. Dr. Gutierrez shared that OIT does this through their marketing. There is a large marketing budget attached to this at OIT. Dr. Gutierrez shared that KCC is trying to work toward this with grants. Chair Jensen offered information that OIT gets around \$9,000 for an FTE, while KCC gets around \$2,700. Trustee King shared that Dr. Naganathan sends out reports from OIT and shared he would like to see KCC do this as well. Trustee King shared that he would hope the Board made this a priority. Dr. Gutierrez expressed that he agreed how important this is and that the four student success initiatives are on his Board goals. He further expressed, if the Board wanted to have him put resources towards this, it can be addressed at the retreat. Trustee Fitzgerald inquired on Emsi, and if they can get around the privacy issues that the College has had. VP Bill Jennings shared that it can be difficult to discuss groups under 8 people, as they can become identifiable publicly. Emsi uses a lot of social media to collect self-reported data.
- c. Dr. Gutierrez asked Executive Director Wright to give a report on PERS (Public Employee Retirement System). Executive Director Wright handed out three documents and reviewed them with the Board. The handouts included benefits questions from the Board from the last meeting, Oregon Public Employees Retirement System chapter 459, and ORS 238.015. Executive Director Wright shared he did not see a way for the College to get out of paying PERS. It was further explained that it was the College policy that part time employees get a version of benefits as stated in policy. Trustee King shared that a decision made by a court, that we must honor a contract and there are multi-level PERS. The only thing the College could do, is with the legislature propagating a
Klamath Community College is an Equal Opportunity Educator and Employer.

new tier for PERS. Trustee King shared that eventually KCC will not be able to pay all the benefits in aggregate and keep a full level of employees. Executive Director Wright shared that the College has to be part of OEBC (Oregon Education Benefits Board), as well as all other colleges in Oregon. Executive Director Wright shared that the College is part of Moda Health who is coordinated through Great Basin Insurance. The liability insurance is through Great Basin and ultimately Pace Insurance. Trustee Fitzgerald inquired on where the prorated rates were listed. Executive Director Wright shared it was a simple calculation of time, such as if you work half time, you get 50% benefit. VP Fiscus shared that KCC cannot choose between MODA and Kiser, as Kiser is not available on this side of the mountain. Trustee King asked where the College was and what mandated KCC to be part of PACE. Executive Director Wright replied that he would look into this. Trustee King shared we needed to look at how to approach this to get employees better prices.

- d. Dr. Gutierrez referred to Trustee DeCrans question on Veterans receiving benefits and asked VP Bill Jennings to share the information. A handout was given with the information requested. VP Bill Jennings shared that there were 180 veterans on campus were receiving benefits through the Veterans Administration. Of that, approximately 1/3 of the Veterans are also receiving Federal Financial Aid as well. Of the Chapter 33 students, approximately 1/3 are receiving Federal Financial Aid also. There are about 65 students on campus in a year receiving Chapter 33.
- e. Trustee King gave thanks that Dr. Gutierrez is addressing issues and that questions are being answered and shared with the entire Board.

VI. ASKCC STUDENT REPORT

- a. VP Bill Jennings shared that ASKCC will be joining the Board at the July meeting. Trustee DeCrans shared that the each ASKCC position is paid a stipend through student funds. It goes by the terms they are working through. VP Bill Jennings elaborated that there is an application process and students are interviewed by outgoing ASKCC students, KCC staff involved with ASKCC and the VP of Student Affairs and then hired. Trustee King asked how many of the selection committee are staff and how many are students. Trustee DeCrans replied that it was half and half.

VII. STATE REPORT

- a. Trustee Marquez reviewed the handouts she shared with the Board. Updates included the next OCCA meeting, the Special Session of the Oregon Legislature, Oregon's anticipated revenue, ACCT legislative priorities, ACCT & OCCA virtual conference, and thanks to KCC leadership, Cabinet, and all staff.
- b. Trustee King shared that he feels this is a great time of opportunity for leadership to demonstrate skills and produce results. Trustee King inquired if there was anything in the agenda that would affect KCC. Trustee Marquez shared that at this time the Lake County will not be brought up in executive session. Dr. Gutierrez further shared that there may be a second session that could address this.
- c. Trustee Fitzgerald added that it looked like there has been great progress on HB 2998. Dr. Gutierrez shared this is moving in the right direction. VP Jamie Jennings shared that the College is trying to incorporate the HB-2998 curriculum changes as they roll out.
- d. Cam Preus shared that special session number 1 starts tomorrow and Trustee Marquez gave a good update. Special session #2 is expected to start in July and should have to do with budget. OCCA is working with Colleges on responding to the pandemic and making sure to offer resources and guidance in keeping staff and student safe, while continuing to offer important programs to the students and communities. Cam Preus gave thanks of the support from Dr. Gutierrez and the Board.

Klamath Community College is an Equal Opportunity Educator and Employer.

VIII. FOUNDATION REPORT

- a. Executive Director Massie updated the Board that the Foundation met on June 15th for a short hybrid meeting. The Foundation Board is wrestling with change for the scholarship gala. There was an October date discussed, however it will conflict with Citizens for Safe Schools. They are reassessing. The structure of the Foundation Board will remain the same this year.

IX. INFORMATIONAL AND ACTION ITEMS

A. Proposal for New College Logo – Action Item

Dr. Gutierrez introduced Lacey Jarrell, Director of Communication, who joined the meeting for presentation. Ms. Jarrell stated that they were tasked in 2019 with reviewing the College logo and brand to determine whether or not it represents the College today.

Ms. Jarrell reviewed a PowerPoint with the Board which reflected the process for College branding. The three-pronged brand strategy was explained as 1. Brand book, 2. Mascot, and 3. Logo. Each part of the brand strategy was defined. Ms. Jarrell described the sub-logo and how each department would have a sub-logo instead of their own logo. Ms. Jarrell reviewed the two logo options that she was bring forward to the Board. A slide was reviewed on how to incorporate pictures into the logo.

Trustee King expressed that some of the items covered in the presentation, such as “who are we as a College” were policy matter questions for the Board. He inquired if there was any thought at all to include Board input along the way. Ms. Jarrell responded that Barbara Headden was invited to the focus group and chose not to attend. Trustee DeCrans shared that having the Board involved too early in the process would discourage involvement and opinion, the Board gets the final decision and he felt that was a good process. Trustee King complemented the process, however shared it was unfortunate that the Board Chair was not invited to be part of the process. Trustee King expressed that the Board has only two choices and possibly could have seen all options, and is now selecting from just two. The Board discussed the process, participation and options they have in selecting one of the two logos, or not approving the two logos at all.

Trustee DeCrans inquired on what the College cost would be. The mascot was purchased prior to COVID. Ms. Jarrell shared that many of the costs are rolled over from year to year and replaced on an annual basis. There would be a roll out or a transition of items as time goes by. There are static items, such as the flags on the poles, which will need to be transitioned over time. Items such as the donor wall, will stay as is. Items will be transitioned on a rolling scale over time, not a one-time up-front cost to the College.

Trustee Petersen thanked Ms. Jarrell for the removal of the teeth on the mascot. It was inquired if the badger could look less of a skunk and more of a badger. Ms. Jarrell shared that the new mascot will be out in the community and well known once it is received. Dr. Gutierrez shared that the mascot needed to be redone as it had significant wear. Dr. Gutierrez shared that Ms. Jarrell relied on the Strategic Plan to define “who the College was”. It was through the direction of the Board via the Board approved Strategic Plan for moving forward.

Trustee Petersen shared that color of the logo is red and green and those are the most common deficiencies or disorders for seeing, in red/green color blindness and inquired if there were any way to overcome that. Ms. Jarrell shared that for purposes of cost, the College chose to stay with burgundy and silver and add one color. There are two proposal options available today.

Ms. Jarrell presented samples of the logo on sample merchandise. Dr. Gutierrez shared that the Board could decide from the two logos, stay the same or send it back through the process to start over again.

Motion: To hold a vote for approval on one of three options; the green logo, the gold logo, or stay the same.

Motion by: Al King

Second by: Kenneth DeCrans

Discussion: Executive Director Wright shared it was up to the Chair on how he would like to proceed, as long as there was a motion, second, discussion and a vote. Chair Jensen decided that there would be a vote on all three options. The Board Secretary reread the motion. Trustee Fitzgerald inquired on what staying the same would be. It would look like the logo on the first page of the PowerPoint.

Gold logo vote, 6 in favor. Green logo vote, none. Stay the same, 1 in favor.

Public Comment: None.

Action: The Gold Logo was chosen by vote of 6. Motion passed.

B. Resolution 187-19-20 Adopting and Appropriating a Supplemental Budget for Fiscal Year 2019-20 – **Action Item**

VP Fiscus reviewed the supplemental budget with the Board. Trustee King asked that in the future, there be a comparison of where the College is now and what is being changed. VP Fiscus shared this was to align with incoming grant funds.

Motion: To accept the resolution number adopting and appropriated the supplemental budget for the fiscal year 2019-2020.

Motion by: Al King

Second by: Kenneth Decrans

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

Chair Jensen inquired on public comment of those attending via zoom. The Board Secretary shared that those attending via zoom were given specific directions on signing in, the option of public comment and the direction to fill out a public comment sheet and bring it in to the Board Secretary. There were no forms turned in.

Chair Jensen asked Executive Director Wright to hand out the Board Self-Evaluation form so that the Board may receive it and that it may be discussed at the retreat. Executive Director Wright shared that he had compiled the self-evaluations that were completed. He will be providing the raw data now and provide additional discussion at the Board Retreat. Trustee King asked someone on staff to verify the calculations on the form to avoid errors. Executive Director Wright handed out the self-evaluation to Board members.

Chair Jensen highlighted a letter that was developed to show the appreciation the Board has for employees. The letter was read. With Board approval, it could be signed to send out to employees.

Motion: To add this letter to the agenda and approve the letter.

Motion by: Al King

Second by: Kenneth DeCrans

Discussion: Trustee Petersen inquired if this could be information and be added as an action item at the next meeting.

Public Comment: None.

Action: Motion passed. Unanimous approval.

The Board Secretary was asked to correct fonts in the document and print during break so that the Board could sign.

X. RECESS REGULAR MEETING

Chair Jensen recessed the regular meeting at 8:03 pm. to go into Executive Session. The Board may hold Executive Session pursuant to ORS 192.660(2)(i), which allows the Board to review and evaluate the employment relation performance of the Chief Executive Officer of any public body. A 5 minute break was called.

XI. EXECUTIVE SESSION (Pursuant to ORS 192.660 (2)(i))

At 8:12 pm Chair Jensen called the Executive Session to order. Those present included the Board, Dr. Gutierrez, and Shannon Childs.

Under ORS 192.660 (2)(i) the Board reviewed the evaluation of Dr. Gutierrez, including a review of goals.

The Board was called out of Executive Session at 9:00 pm.

XII. RECONVENE REGULAR MEETING

Dr. Gutierrez shared that he would not accept a merit increase this year, the same as last year. Trustee King expressed his appreciation for this.

Motion: To extend the meeting not to extend past 9:15 pm.

Motion by: Kenneth DeCrans

Second by: William Riggs.

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

C. Annual Evaluation of Klamath Community College President – Action Item

Motion: To accept the President’s annual evaluation of Klamath Community College.

Motion by: Helen Petersen

Second by: William Riggs

Discussion: Trustee King shared Dr. Gutierrez performance has been outstanding and he has been through quite a bit and a lot of stress. Dr. Gutierrez has kept a level head in these extreme times. Trustee DeCrans shared that he agreed with Trustee King. He is glad the College did not have another president leading, the College would not have been able to do what we are doing without Dr. Gutierrez leadership. Dr. Gutierrez gave thanks. Dr. Gutierrez shared that he appreciated the letter going out to all the employees because they work so hard and he does not do this by himself. He suggested the letter be sent out via snail mail so that employees’ families could see the letter as well. The Board agreed to send out the letter via snail mail.

Public Comment: None.

Action: Motion passed. Unanimous approval.

XIII. BOARD DISCUSSION AND PUBLIC PARTICIPATION

Klamath Community College is an Equal Opportunity Educator and Employer.

A. Board Discussion

i. Board Comment

- Trustee Petersen was going to ask Executive Director Wright on working on a policy mediation. Trustee King shared he did not feel mediation was a good choice and shared reasoning.

B. Public Participation

- The Board Secretary verified with zoom attendees that there was no comment.
- Trustee Petersen made a public comment.
“On June 18th 2020, I was invited by this administration to a meeting under false pretenses. At this meeting my career was threatened, my socioeconomic future was threatened, my assets and property were threatened, and the livelihoods of me and my family were threatened, all under the guise of fiduciary responsibility. I want to make clear that any statements, remarks, or utterances made by me during this sentencing without trial, were done under duress and undue influence. I will take this moment to address the four persons who were present. I am ashamed of this administration for using institutional resources and taxpayer money to sow dissent, distrust, and disfunction with in this board. But also thank you for proving to my fellow trustees to what far extremes you are willing to go to because you simply refuse to sit down and communicate with me. Shame on the family lawyer. I am ashamed of the chair for not maintaining order and equality. But worst of all, shame on you for allowing the employee to become the employer. Lastly, this one hurts me most of all. I will not shame this person, but I can no longer look up to this person nor see them as a mentor. Trustee Kate, you are a woman of dignity, respect and grace. You allowed someone to drag you down to their level. You are above this and never forget that.”

XIV. FUTURE ISSUES

- None.

XV. NEXT MEETING

A. Scheduled Board of Education Meeting July 28, 2020, Founders Hall Boardroom.

XVI. ADJOURN

Motion: To adjourn.

Motion by: Kenneth DeCrans

Second by: Helen Petersen

Discussion: Ms. Childs will send out the Board Retreat proposed date to the Board. Trustee Riggs shared he would not be at the July meeting.

Public Comment: None.

Action: Motion passed. Unanimous approval.

Chair Jensen adjourned the meeting at 9:07 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary