



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

Regular Meeting – Tuesday, July 26, 2022 6:00 PM

MINUTES

I. CALL TO ORDER

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

Members Present: Linda Dill, Jason Flowers, Kate Marquez, Dave Jensen; Rhoda Keown; Helen Petersen; and Kenneth DeCrans. A quorum was confirmed.

Members Absent: None.

Staff Present: Dr. Roberto Gutierrez, President; Geoffrey LaHaie, Vice President; Jamie Jennings, Vice President; Gail Schull, Vice President; Charles Massie, Vice President; Joshua Guest, Executive Director; and Shannon Childs, Secretary to the Board.

Guests: None.

II. BOARD REORGANIZATION

Dr. Gutierrez introduced Executive Director of Human Resources and Legal Counsel, Joshua Guest.

A. Oath of Office for Newly Elected/Nominated Board Members

There are no newly elected members of the Board. The ASKCC President will take the oath of office at their first meeting.

B. Election of Board Chair

Nomination: To elect Kenneth DeCrans as Board Chair.

Nomination by: Kate Marquez

Nomination: To elect Rhoda Keown as Board Chair.

Rhoda Keown declined nomination.

Motion: To close nominations.

Motion by: Dave Jensen

Discussion: None.

Action: Nomination passed to elect Kenneth DeCrans as Chair. Unanimous approval.

C. Election of Board Vice Chair

Nomination: To elect Dave Jensen as Vice-Chair.

Nomination by: Kate Marquez

Nomination: To elect self, Trustee Petersen as Vice-Chair.

Nomination by: Helen Petersen

Motion: To close nominations.

Motion by: Jason Flowers

Discussion: None.

Nomination to elect Dave Jensen as Vice-Chair. Action: 6 yay; 1 nay.

Nomination to elect Helen Petersen as Vice-Chair. Action: 1 yay; 6 nay.

Action: Nomination passed to elect Dave Jensen as Vice-Chair.

D. Appointment of the President as Clerk of the District

Motion: To appoint Dr. Gutierrez, President, as Clerk of the District.

Motion by: Kate Marquez

Second by: Jason Flowers

Discussion: None.

Action: Motion passed. Unanimous approval.

E. Appointment of the Vice President of Administrative Services as Deputy Clerk of the District

Motion: To appoint Geoffrey LaHaie, Vice President, as Deputy Clerk of the District.

Motion by: Helen Petersen

Second by: Jason Flowers

Discussion: None.

Action: Motion passed. Unanimous approval

F. Appointment of the Budget Officer

Motion: To appoint Geoffrey LaHaie, Vice President, as the Budget Officer pursuant to ORS 294.331. As outlined in this Statute, the Budget Officer shall prepare or supervise the preparation of the 2022-2023 budget document during fiscal year 2022-2023. The Budget Officer shall act under the direction of the President.

Motion by: Helen Petersen

Second by: Jason Flowers

Discussion: None.

Action: Motion passed. Unanimous approval

G. Appointment of Secretary to the Board

Motion: To appoint Shannon Childs as Secretary to the Board.

Motion by: Helen Petersen

Second by: Jason Flowers

Discussion: None.

Action: Motion passed. Unanimous approval.

H. Adoption of Meeting Time, Date, and Location for 2021-2022

Motion: To accept the 2022-2023 Board meeting schedule.

Motion by: Helen Petersen

Second by: Rhoda Keown

Discussion: None.

Action: Motion passed. Unanimous approval.

I. Appointment of the OCCA Representative

Nomination: To appoint Kate Marquez as OCCA Representative for Academic Year 2022-2023.

Nomination by: Helen Petersen

Motion: To close nominations.

Motion by: Jason Flowers

Discussion: None.

Action: Nomination passed. Unanimous approval.

Chair DeCrans shared that there is room for two representatives on the Foundation Board.

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Motion to appoint Kenneth DeCrans to serve on Foundation Board.

Motion by: Jason Flowers

Motion to appoint Helen Petersen to serve on Foundation Board

Motion by: Helen Petersen

Motion: To close nominations.

Motion by: Jason Flowers

Discussion: None.

Action: Motion passed to have Kenneth DeCrans and Helen Petersen serving on Foundation Board. Unanimous approval.

III. SHOWCASE

None.

IV. CONSENT AGENDA

- A. Board Minutes (Regular Meeting June 28, 2022)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Motion: To accept the consent agenda as presented.

Motion by: Helen Petersen

Second by: Jason Flowers

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. ADOPTION OF AGENDA

Motion: To adopt the agenda.

Motion by: Jason Flowers

Second by: Helen Petersen

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

VI. PRESIDENT REPORT

- a. Dr. Gutierrez asked VP LaHaie and VP Massie to give an update on the Apprenticeship Center. The roof will be done this week, construction is going well. The Fire Tower will start August 15th and will take 10 days to put up. The College is about \$4M into the project. The Center is scheduled to be open January 1st and accommodate winter classes. There has been some inflation with materials. The contractor was good about ordering ahead. VP LaHaie shared that the College is below the 9.1% rate. At this time in the project there is not an expectation of any unexpected issues. VP Massie shared the capital campaign is about to go public. There will be a sizable amount of information going out in August. Through September into October there will be outreach in the community towards the Center and that the College is in fundraising. Locally, about \$1M has already been raised and work is being done to get that number to \$1.5M. Trustee Flowers shared that there are kids that are already planning on going into the Apprenticeships, he has seen applications.
- b. Dr. Gutierrez shared that the Nursing faculty handed out invitations to the Pinning Ceremony on August 19, 2022.

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- c. Dr. Gutierrez asked Ms. Childs to hand out information on the Board Self-Evaluation. Ms. Childs handed out blank evaluations, 3 years of previous evaluations, a pre-addressed envelope and directions to complete and return the evaluations by August 10, 2022.
- d. Dr. Gutierrez asked Ms. Childs to share information on the Board Policy. Ms. Childs shared that the College Vehicle policy updates were handed out at the beginning of the meeting and can be replaced with current pages in Board member Board policy binders.
- e. Dr. Gutierrez shared that he has been working with Commissioner DeGroot on the 3.5-acre property across from the College. The Commissioners have voted to donate that property to the College. The caveat is that the College cannot flip the property and the property must be used for Childcare. VP LaHaie will be working with the Rick Vaughn on the paperwork, as the College will be on the deed. The College is working toward modulars for this property. The plans for the permanent structure will be reviewed and a recommendation made. Dr. Gutierrez shared that he appreciates the leadership of the Commissioners and working with KCC. The Board asked for a letter to be drafted for the Board to send to the Commissioners.

VII. ASKCC STUDENT REPORT

- a. None.

VIII. STATE REPORT

- a. Trustee Marquez shared that on Saturday, September 17th there is an OCCA Board Member training in Independence, Oregon. Registration and hotel information will be coming out as the College does pay for Board members to attend.
- b. Free Application for Federal Student Aid (FAFSA) completions are up, which may be good for community colleges.
- c. KCC had tables and friendly faces at Pride and at Third Thursday. KCC has a community presence.
- d. Trustee Marquez shared an article regarding Career and Technical Education support from Metallica at community colleges. VP Massie shared that this is currently only available to locations that Metallica has performed.
- e. Trustee Marquez gave a personal update on the trial she attended.

IX. FOUNDATION REPORT

- a. Executive Director Massie shared that the Foundation Board did not meet this month. There is a retreat scheduled for August which VP Massie will make sure both Chair DeCrans and Trustee Petersen get invited to.

X. INFORMATIONAL AND ACTION ITEMS

A. Associate of Applied Science Cosmetology Degree, New – Action Item

VP Jennings presented a PowerPoint including information on certificates, history of student success rates, enrollment revenue projections, budget, median annual salary, and 2020-2030 employment projections. Trustee Petersen inquired if there will be offering for indigenous and ethnic hair care. VP Jennings shared there has been talk about expanding opportunities, in which this is one of the options that was explored to expand. Trustee Keown expressed the need for this in our community.

Motion: To approve the Associate of Applied Science Cosmetology Degree.

Motion by: Dave Jensen

Second by: Helen Petersen

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

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Dr. Gutierrez shared that Senate Bill 3 allows community colleges to have applied baccalaureate degrees, however the College does need to get approval from the Board if the College so chooses to go in that direction.

B. Applied Baccalaureate Degrees, New – Action Item

VP Jennings presented the Policy Guide: Proposals for New Applied Baccalaureate Programs from the Higher Education Coordinating Commission (HECC) as shown in handout. With approval, opportunities and foundation work will be looked into. VP Jennings understands the steps; however, it would be a matter of which degrees the College wanted to approve for turnaround time, which may be as soon as January. Shared governance at the College would start reviewing what may want to be added as a degree. Examples such as Health Information Management and Diesel Technology were shared.

Motion: To approve the offering of Applied Baccalaureate degrees.

Motion by: Dave Jensen

Second by: Helen Petersen

Discussion: Trustee Petersen shared, that if Bachelors Degrees comes up as an option down the road, she would like to motion to offer both. Dr. Gutierrez shared that it was specific that these are for Applied Baccalaureate.

Public Comment: None.

Action: Motion passed. Unanimous approval.

C. Bachelor of Science Nursing Degree, New – Action Item

VP Jennings reviewed the option Oregon Community Colleges now have to design and offer a new type of degree known as a Bachelor's of Science Nursing Degree. This is permission to offer a new level of degree.

Motion: To approve the offering of a Bachelor's of Science Nursing Degree.

Motion by: Helen Petersen

Second by: Rhoda Keown

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

XI. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Trustee Petersen reiterated her thanks to Elizabeth Early and Oscar Herrera at Third Thursday, they did amazing with interactions and getting others involved. It was great to have KCC at Pride. Matthew West and Margaret Justice were also given thanks for their work.
- Trustee Petersen shared that there is a warming center in Klamath Falls during the winter. It was inquired if students, staff and faculty have water and a way to get out of the heat. Dr. Gutierrez shared that employees have access to buildings and water fountains are on. Dr. Gutierrez expressed that he does not see the College turning anyone down to come in a building and getting water. On a case by case situation for non-students, this can be assessed, the College is an education institution and that is the main focus. Trustee Keown recommended Trustee Petersen go to city council and inquire on changing the heating centers to cooling centers in the summer. Trustee Marquez shared that the Library has 11 sites that can be used in the community.

- B. Public Participation
 - None.

XII. FUTURE ISSUES

- None.

XIII. NEXT MEETING

- A. Board Retreat: August 25-26, 2022, Running Y Resort, Boardroom.
- B. Scheduled Board of Education Meeting: September 27, 2022, Founders Hall Boardroom

XIV. ADJOURN

Motion: To adjourn.

Motion by: Helen Petersen

Chair DeCrans adjourned the meeting at 7:00 pm.

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