



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

Regular Meeting – Tuesday, December 6, 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, Kate Marquez, Dave Jensen; Rhoda Keown; Helen Petersen; Kenneth DeCrans and Deveyn Horne, Non-voting Board Member, ASKCC President. A quorum was confirmed.

Members Absent: None.

Staff Present: Dr. Camille Preus, Acting President; Geoffrey LaHaie, Vice President; Jamie Jennings, Vice President; Gail Schull, Vice President; Charles Massie, Vice President; Joshua Guest, Executive Director; Bill Jennings, staff; Kurt Liedtke, staff; Tom Nejely, faculty; and Shannon Childs, Secretary to the Board.

Guests: Kathleen Walker-Henderson and Michael Fitzgerald.

II. SHOWCASE

Tom Nejely presented a PowerPoint on Strategic Planning Progress Report. The presentation included the process steps this year, invites to contribute, focus groups, and both survey and focus groups. The top three categories were identified and comments categorized. The results from “what did they think about KCC’s future” were compiled and three overlapping themes were identified, including external market forces, organizational health, and consumer behavior and expectations. An evaluation was made and five strategic initiatives were developed as; student success, future-focused education and services, organizational viability, community engagement, and advanced planning and strategy. It was noted that very good suggestions for future thoughts were also received.

Mr. Nejely shared and reviewed a handout on the past initiatives comparison. A handout with the 2023-26 strategic initiatives was also reviewed.

There was discussion on the difference of adapt and innovate between the public and employee comments.

It was noted that sustainability was on the institution itself, organizational viability.

III. CONSENT AGENDA

- A. Board Minutes (Regular Meeting October 25, 2022)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Motion: To accept the consent agenda.

Motion by: Dave Jensen

Second by: Helen Petersen

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

IV. ADOPTION OF AGENDA

Motion: To adopt the agenda.

Motion by: Helen Petersen

Second by: Dave Jensen

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. PRESIDENT REPORT

- a. Dr. Preus shared that there is now a fence up around building 1. Oregon Childhood Development Coalition (OCDC) is moving furniture in today. They have approval from the state and intend to open the first of the year. The final walk through is about two weeks away. Both OCDC and KCC are continuing to meet regarding grant resources towards an actual building.
- b. The Apprenticeship Center is on track. The parking lot is in wait due to weather. Technology equipment will start being installed soon.
- c. Last month there was a first reading on outlawing texting as a board policy. After talking with the Oregon Community College Association (OCCA), it was agreed this did not belong in a board policy. It was determined that this is covered under a current KCC procedure. The board policy will not be needed.
- d. Dr. Preus thanked the Board and shared it has been a blessed three months. She has felt accepted as a person for helping in the role and she has felt extremely supported. The Board thanked Dr. Preus for her role as acting president and the seamless transition.

VI. ASKCC STUDENT REPORT

- a. ASKCC President Horne shared that in the month of November, 40 food pantry bags were filled. This has been one of the busier years.
- b. ASKCC updated the food pantry flyer and it is also available in Spanish.
- c. Fuels for Finals provided, supplies, food and coffee for students with an amazing turn out.
- d. Friendsgiving was a success. Next year they are planning to get more students involved.
- e. First Gen Week had a good turnout. There were emotional speeches that were very informational.
- f. The Food Drive ended with Information Services winning. There were carts full of food coming in.
- g. The Giving Tree had 182 tags submitted. The Board was encouraged to take a tag or donate funds.
- h. The Town Hall is on the 19th. Welcome Week is coming up. There will also be a movie night, and a possible bonfire.
- i. Students will be working the Employee Recognition Event on December 9th.
- j. Black History month will be highlighted, learning about diversity.
- k. Monte Carlo Night is also upcoming and plans are being made.

VII. STATE REPORT

- a. Trustee Marquez shared that she is monitoring the Association of Community College Trustees (ACCT). There are themes that will be relevant to KCC including construction jobs and Nursing programs, along with falling enrollment and expecting and preparing for student learning loss.
- b. Trustee Marquez asked VP Schull for her thoughts on the OCCA Annual Conference as a fellow attendee. VP Schull shared it was helpful for understanding relationships and understanding what is happening in the state. There was good information on opportunities

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December 6, 2022* Page 2

coming up and planning for the future. Trustee Jensen shared that there was a panel of students there and it was interesting to hear their perspective on what is being done well, and not so well. Trustee Jensen encouraged all Board members to attend and staff who can benefit to attend as well.

- c. Trustee Marquez shared a personal incident during a breakout session on emerging legal issues. Dr. Preus and Trustee Marquez determined to meet apart from the meeting as follow up.
- d. Trustee Petersen inquired how the vote went for restructuring of education and healthcare. It was shared that the measure passed. There will be an impact in the state budget. Dr. Preus shared that the best way to stay ahead of this is to track this via legislative council, as this will impact the new incoming Governors budget.

VIII. FOUNDATION REPORT

- a. Executive Director Massie shared there was a full agenda at the last Foundation meeting. In the last couple of years, there has been a need for the emergency student fund, the Educational Access and Opportunity Fund (EAO), and a general increase of interest in regular scholarship funding. A fundraising plan had not been established for the EAO fund. The Board determined that any unrestricted or undirected funds coming in for scholarships will be divided into the three funds; 70% into the general scholarship fund, 15% to EAO fund, and 15% to the emergency fund. Fundraising will also be done for each fund individually.
- b. A Build the Basin update was given at the meeting. The public campaign has a goal of 300K. The College is now just passing the half way mark of 150k, with the goal of wrapping up around February.
- c. There was a motion to increase the amount being awarding in the current scholarship cycle. It has been increased to \$58,400. Those monies are going out to the students.
- d. Sip and Shop is Wednesday, December 7th in the Bookstore. Of everything purchased, 10% will go to the Foundation Scholarship fund. It begins at 4:45 pm and is for 2 hours.

A five-minute break was called at 6:55 pm.

Chair DeCrans called the Board back to order at 7:00 pm.

IX. INFORMATIONAL AND ACTION ITEMS

A. Board Policy 1200, 2410, 3100, 3200, and 3250 Format – Action Item – First Reading

Bill Jennings, Institutional Researcher presented a Board Policy PowerPoint. The presentation included an overview of the goal for Board policy review, a proposed timeline, edit formatting explanation, a list of provided policies for review, and the removal of appendix.

Mr. Jennings reviewed each handout and highlighted changes to each policy provided.

BP 1200 College Mission, Vision, and Values was reviewed. It was noted here that the appendix will either be put into Board policy, or removed and put into administrative procedure side. The mission and values were pulled from appendix B-1.

BP 2410 Board Policies and Administrative Procedures was reviewed. The formatting has changed. Board policy review best practice language was discussed. It was noted that in saving of paper, the paper board

packets will not be made any further, it will be readily available on the website. Administrative Procedures is a new section.

BP 3100 Organizational Structure was reviewed. It was noted that much of the policy would move to procedure. Appendix C-1 would be removed.

BP 3200 Accreditation was reviewed. This is a new policy to show compliance with Northwest Commission on Colleges and Universities.

BP 3250 Institutional Planning was reviewed. Strategic direction is truly moved to the process of strategic planning. Items from the appendix will be added and the appendix removed. An edit was made on page 4, second to last paragraph. Line “completed a course of student at Klamath” will be updated to “completed a course of study at Klamath”.

The removal of appendix was readdressed. The appendix will either be removed, or added into the policy.

B. Resolution No. 196-22-23 Adopting and Appropriating a Supplemental Budget for Fiscal Year 2022-23 – Action Item

VP LaHaie shared and reviewed a Supplemental Budget Significant Changes handout. The supplemental budget was outlined as distributed in the Board packet.

Motion: To adopt the supplemental budget as presented.

Motion by: Helen Petersen

Second by: Rhoda Keown

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

C. Appointment to Board of Education Process to Fill Jason Flowers Vacancy 2022-2023 – Action Item

Chair DeCrans shared his thoughts on the process. It was felt that leaving the seat vacant until the elections and let it run as a two-year spot would be a better use of time. If going through the appointment process, the individual would still need to go through the election process. The Board held discussion on the process. It was discussed that the Board could share that there will be a position coming up and encourage people to run. There was a discussion whether there should be an application process or not. Trustee Marquez shared she felt a news story would be good to share an open appointment for elections. Dr. Preus shared that fashioning a story to thank Jason Flowers and give contact information for questions on openings is a good idea. ASKCC President Horne recommended adding an invite to the news story to encourage those interested to visit a future board meeting

Motion: To table the vacancy until January Board meeting.

Motion by: Helen Petersen

Second by: Rhoda Keown

Discussion: Trustee Marquez asked to have a news article drafted for Board approval ready for the January meeting. In working with the President’s Office, Kurt Liedtke will draft this newsletter.

Public Comment: None.

Action: Motion passed. Unanimous approval.

X. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Trustee Petersen asked that a thank you note or something be given to Dr. Preus by the Board as a thank you.

B. Public Participation

- Kathleen Walker-Henderson, as a member of the Foundation, thanked people for donations to the Build the Basin and Giving Tuesday. The Giving Tuesday portal is still open through December.
- Ms. Walker-Henderson thanked VP LaHaie for his work with on the supplemental budget.

XI. FUTURE ISSUES

- Employee Recognition Event December 9, 2022, KCC Commons

XII. NEXT MEETING

- A. Scheduled Board of Education Meeting: January 24, 2023, Founders Hall Boardroom

XIII. ADJOURN

Motion: To Adjourn

Motion by: Helen Petersen

Chair DeCrans adjourned the meeting at 8:02 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary