



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

Regular Meeting – Tuesday, February 28 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; Kenneth DeCrans and Carissa Catterall, Non-voting Board Member, ASKCC President. A quorum was confirmed.

Members Absent: Rhoda Keown (excused) and Helen Petersen (excused).

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; Bill Jennings, staff; Kat Rutledge, staff; and Shannon Childs, Secretary to the Board.

Guests: Chantal Ramirez, student.

II. SHOWCASE

Chair DeCrans thanked Cathy Saunders class for joining the meeting.

Dr. Gutierrez introduced Kat Rutledge, Director of Small Business Development Center.

Kat Rutledge handed out a PowerPoint on Klamath IDEA, along with the Klamath IDEA (Inspire Development-Energize Acceleration) scorecard handout and the Klamath IDEA Entrepreneurial Ecosystem Elements handout. Director Rutledge reviewed the PowerPoint including information on the Klamath IDEA, the entrepreneurial Ecosystem, KlamathIDEA.org, celebratory culture examples and measurement of success. Information was also shared on accomplishments, entrepreneur assistance, direct economic impact, transformative indicators and what is next for Klamath IDEA.

Dr. Gutierrez shared that it takes a long time to do this work, and it is exciting to see the local economy numbers changing for the better.

Director Rutledge will send the videos from the PowerPoint to Dr. Gutierrez for share with the Board of Education.

III. CONSENT AGENDA

- A. Board Minutes (Regular Meeting January 24, 2023)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Motion: To accept the consent agenda as presented.

Motion by: Dave Jensen

Second by: Linda Dill

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

IV. ADOPTION OF AGENDA

Motion: To adopt the agenda.

Motion by: Dave Jensen

Second by: Linda Dill

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. PRESIDENT REPORT

- a. Dr. Gutierrez shared that the Child Care Center opened about a week ago and it has gone well. It has been exciting to see the vision of a Child Care Center moving forward with a partnership with Oregon Childhood Development Coalition (OCDC). There are about 15 children of KCC students attending.
- b. Dr. Gutierrez sent graduation rate information to the Board included in the Board packet. Trustee Jensen inquired on developmental education. Dr. Gutierrez shared there is a slight blip in developmental education in writing and math. Dr. Gutierrez had a meeting with a local superintendent, the previous governor lowered the standards and it is being reflected in these rates. It was acknowledged that there is a small problem in the high school graduation rates. Trustee Jensen suggested taking this to the Legislative Summit. KCC does not want its students to spend their financial resources in developmental education, but be able to use it in transferable classes.
- c. Bachelor Science Nursing (BSN) is a big part of the sustainability of the Registered Nursing (RN) program. KCC is trying to get prepared. SB 503 went through some years back. An applied nursing degree is not what the College needs. Dr. Gutierrez handed out talking points SB 523, which is for the BSN, along with support letters from David Cauble, CEO Sky Lakes and Charles Tveit, CEO Lake Health District. Dr. Gutierrez will be speaking towards support of SB 523 on Thursday in Salem. Representative Reschke is in full support of this bill.
- d. The Oregon Community Audit report was shared with the Board in the Board Packet. Dr. Gutierrez made some highlights. Page 14 shows where Oregon is ranked across all other states. Page 15 shows where Klamath Falls is in the completion and cohort rate, currently number 3. Page 38 shows the 2011-2021 change in enrollment. This reflects stressors in community colleges across Oregon. Page 44 has the recommendations based on the report and number three talks about merit performance funding. Dr. Gutierrez spoke to the support in the Klamath Falls Community of KCC.
- e. The Higher Education Coordinating Commission (HECC) is moving forward with performance-based funding. They have had meetings, to which Bill Jennings is representing KCC. There was a meeting at the Oregon President's Council meeting last month. This will go to HECC for the first reading soon. This funding will be based on the following performance indicators; completion, credit thresholds, full time students, Career and Technical Education, adult learners over 25, underserved populations, low income, and passage rates in Math and English courses. KCC has been doing a lot of this work over the years, which gives reasoning to be cautiously optimistic. This has caused some stress for other colleges across the state.

VI. ASKCC STUDENT REPORT

- a. ASKCC President Catterall shared that there was a lunch and learn event for Black History month. Between January 11 and February 14, 31 food bags were filled. Chair Kenneth

Klamath Community College is an Equal Opportunity Educator and Employer.

DeCrans, Bill Jennings, Vice President Gail Schull, Mary Lou Wogan and Chris Chandler were thanked for participation in Monte Carlo event.

- b. Next week three students and two KCC staff from Student Affairs will be attending the Legislative Summit. They are looking forward to the opportunity to interact and ask questions with the representatives and senator.

VII. STATE REPORT

- a. The March 2023 economic forecast for Oregon went out, Oregon legislators will have 700 million more than expected to work with as they allocate funds for the upcoming biennium.
- b. An article from the Oregonian was handed out “Lawmakers consider eliminating Oregon’s tuition-free community college program to focus on providing aid to low-income students”. This article shared that the priority may be to allow more help to people in lower income brackets. Oregon Promise and Klamath Promise has helped middle age income families. Trustee Jensen shared that in the past, the low-income budget had monies left over. He does not know where that is now. Oregon Promise really was good considering there was money left over in the low income. Trustee Marquez shared that people may be paid to go to school who are lower income. Dr. Gutierrez shared this was one of the only things middle class families could count on. There is always need to help poor students, but at that time, the middle-class families were those that were falling through the cracks. This was purposefully designed to help middle class. Dr. Gutierrez shared his disappointment.

VIII. FOUNDATION REPORT

- a. Executive Director Massie shared information on Vanessa Navarro, who is a scholarship recipient. She asked if she could be the student representative on the Foundation Board. She was voted onto the Board at the last meeting. Ms. Navarro is very passionate about helping fellow students and is eager to learn how a non-profit Board works.
- b. The idea of a food pantry partnership was discussed. The Board voted unanimously to start the process. VP Massie will be working with VP Schull to see how this can begin working.
- c. The Foundation Board did accept the audit.
- d. As part of the financial report, the Foundation is going through some large changes. Nicole Baker was assigned out of the Business Office to help the Foundation create a monthly planning on finances. The Foundation Board expressed appreciation to the Business Office for that.
- e. The Hay Klamath event is scheduled for May 13, 2023. The time is 5:30 pm for the social hour. Dan Neubauer and Peter Lawson, Director of Resource Development, have written a melodrama “A Fist Full of Spuds”. There will not be an auction this year. There will be open auditions on campus for students and staff to have the opportunity to be involved in the event.
- f. ASKCC President inquired if there would be art showcased at the event. VP Massie and ASKCC President will meet to look at having student art displayed.

IX. INFORMATIONAL AND ACTION ITEMS

A. Board Policy 2010, 2100, 2510, 2715, 3300, 3310, 3501, and 3900 – Action Item – Second Reading

Mr. Jennings shared that this was the opportunity for the Board to share or inquire on anything regarding the Board Policies as presented at the last meeting.

Motion: To accept the Board Policies as given.

Motion by: Dave Jensen

Second by: Linda Dill

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

B. Board Policy 2200, 6325, 7340, 6400, 6200, 5010, 5110, 5040, 4030, and 4040 – 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, and a list of provided policies for review.

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

BP 2200 Board of Education Duties and Responsibilities was reviewed. Edits to the policy, as noted in red, were highlighted. Mr. Jennings shared the reset he is suggesting for the policy. Trustee Marquez inquired on updated the “Chief Executive Officer” to read the “President”.

BP 6325 Payroll was reviewed. There is a sentence in the policy that is in conflict with policy for leaves, allowing to give employees vacation upon hire and the policy that reads there are no advance salary payments issued to college employees. Looking at intent, there is proposed language to change and update to resolve conflict. Dr. Gutierrez shared that KCC has been advancing vacation. Proceeding with the policy change allows the College to continue to do this. The College had not been aware it was going against Board Policy. VP LaHaie shared that occasionally there are employees who take more vacation than what is earned and then leave the college. Chair DeCrans shared that by taking this away, it would penalize those that follow the rules. VP LaHaie shared it may cost the college \$3-\$5K a year, however the college does not follow up on collecting the funds with those employees who left. VP LaHaie shared that this may be able to be covered in the future administrative procedures for the College and according to legal counsel, signing a document would mean that it could be done. Dr Gutierrez shared that many employees like being able to take the vacation in advance and it has gone well for the employees.

BP 7340 Leaves was reviewed. Mr. Jennings reviewed that there is an option 1, option 2, and original policy provided. It was noted that the original policy had redundant language under many subheadings of category of employees. Option 1 and option 2 pull together subheadings into a cleaner policy. It was noted that at the next meeting, the Board will need to pick an option.

BP 6400 Financial Audits was reviewed. Edits to the policy, as noted in red, were highlighted.

BP 6200 Budget Preparation was reviewed. Edits to the policy, as noted in red, were highlighted.

BP 5010 Admissions and Concurrent Enrollment was reviewed. Edits to the policy, as noted in red, were highlighted. Trustee Marquez shared that BP 5010 page 1, college should be capitalized in both areas.

BP 5110 Counseling was reviewed. Edits to the policy, as noted in red, were highlighted.

BP 5040 Education Records, Directory Information, and Privacy was reviewed. Edits to the policy, as noted in red, were highlighted.

BP 4030 Academic Freedom was reviewed. Edits to the policy, as noted in red, were highlighted.

BP 4040 Library and Learning Support Services was reviewed. Edits to the policy, as noted in red, were highlighted.

X. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- The Budget Committee Meeting is scheduled for Wednesday, May 3 2023 at 6:00 pm.
- The postings for the Budget Committee will come next month.
- Trustee Dill inquired if Comic Con will be coming back to campus. VP Massie shared it will, however it has been moved, possibly to July.
- Trustee Marquez asked if there was an add in the paper for Jason Flowers. It was shared that an article was in the Herald and News last month.

B. Public Participation

- None.

XI. FUTURE ISSUES

- None.

XII. NEXT MEETING

- A. Scheduled Board of Education Meeting: March 28, 2023, Founders Hall Boardroom.** Dr. Gutierrez asked if the Board would like a tour of the Child Care Center at the beginning of the next meeting. Trustee Marquez shared that she will not be at the meeting. The Board asked to have the tour at the April meeting.

XIII. ADJOURN

Chair DeCrans adjourned the meeting at 7:56 pm.

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