



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

Regular Meeting – Tuesday, May 23, 2023 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, Dave Jensen, Rhoda Keown, Kenneth DeCrans and Carissa Catterall, Non-voting Board Member, ASKCC President. A quorum was confirmed.

Members Absent: Kate Marquez (excused) and Helen Petersen.

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; Thomas Nejely, faculty; and Shannon Childs, Secretary to the Board.

Guests: Kathleen Henderson and Linda Weatherford.

II. SHOWCASE

None.

III. CONSENT AGENDA

- A. Board Minutes (Regular Meeting April 25, 2023 and Budget Committee Meeting May 23, 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: Rhoda Keown

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 Commencement is upcoming on June 16, 2023. There will be a lunch with the keynote speaker that day with a walk thru. Ms. Childs will be sending out an email. Please RSVP to Ms. Childs. Dr. Gutierrez handed out Tayo Akins bio. As the Chief

Executive Officer of Cascade Comprehensive Care, Tayo Akins will be the Commencement keynote speaker this year.

- b. Dr. Gutierrez invited VP Schull to give an update on the questions from the last Board meeting. VP Schull shared information on Pell recipients. The max Pell award this year was \$6,895. There were more than 800 Pell grants awarded this year and more than three quarter of those students who received the full award based on enrollment status. 613 of these students have zero expected family contribution. VP Schull also shared that Veterans certified 138 students who have former military experience who are not paying tuition or fees out of pocket. Those students also have grant monies available to help with supplies.
- c. Dr. Gutierrez shared that there are verbals for two major grants. One is for 900K. There is also a \$1M dollar which cannot be announced at this time until there is a public announcement from the contributor. Once there is a formal announcement, information will be sent to the Board.
- d. KCC has grown 15% this year, which is definitely different from the rest of the nation. The college currently has the highest enrollment in the history of the College. Kuddos was given to staff and administration for the work on this.

VI. ASKCC STUDENT REPORT

- a. ASKCC President Catterall reported that from April 12 to May 10, 50 food pantry bags were filled.
- b. A total of 83 students signed up for classes at the registration kick off at the beginning of the month.
- c. A Cookies and Complaints session was hosted where ASKCC listened to student concerns and reported back to students on the concerns they had from the previous town hall.
- d. 14 art displays by students were presented at the Foundation Gala. Three of the displays sold with the money going to the scholarships at the Foundation.

VII. STATE REPORT

- a. Trustee Jensen asked about the Senate Bill that just passed. It was regarding all Board members needing to file income information. Dr. Gutierrez will work with Executive Director Guest to get an answer of this to the Board.

VIII. FOUNDATION REPORT

- a. VP Massie shared that there is a new set of officers in the Foundation. Kathleen Walker Henderson will be the Chair, Dana Thompson will be the Vice-Chair, and Keith Brown will be serving as Treasurer.
- b. The Grand Opening of the Apprenticeship Center had approximately 80 attendees. Forty joined for the Open House on Saturday. Nearly all of those were potential students who were interested in programming.
- c. The Foundation Gala did sell out. The net was between \$27k-\$29k in scholarship funds. If \$29K is met it will be the highest raised at the Gala. \$13k was raised at the event itself. ASKCC President Carissa Catterall was in the presentation "A Fistful of Spuds".
- d. Dr. Gutierrez elaborated that VP Massie is working to close out the Apprenticeship Center campaign to move forward to the next campaign for the Child Care Center.
- e. Kathleen Henderson shared that Oscar was Dancing with the Klamath Stars and did a great job. Carissa Catterall joined the Alumni.

IX. INFORMATIONAL AND ACTION ITEMS

A. Board Policy 3225, 5500, 4230, 4235, 4260, 7700, 7130, 7135, 6800, and 5510 – Action Item – Second Reading

Mr. Jennings highlighted the one change that was made to Board Policies from the last meeting. It was to AP 4235 under Prior Learning. Changes were printed in the packet and on the green sheet.

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 proposed edits to Board Policy 5500, 7130, 7135, and 6800 and adopts the new Board Policies 3225, 4230, 4235, 4260, 7700, and 5510.

Motion by: Dave Jensen

Second by: Rhoda Keown

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

B. Board Policy 3410, 3420, 3430, 3433, 3440, 3515, 3520, 3540, 3720, and 5800– Action Item – First Reading

Mr. Jennings 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 3410 Nondiscrimination was reviewed. As a new policy, aligned with accreditation recommendation, all policy was highlighted in red and reviewed.

BP 3420 Equal Employment Opportunity was reviewed. Edits to the policy, as noted in red, were highlighted.

BP 3430 Prohibition of Harassment was reviewed. Edits to the policy, as noted in red, were highlighted.

BP 3433 Prohibition of Sexual Harassment under Title IX was reviewed. Edits to the policy, as noted in red, were highlighted.

BP 3440 Service/Assistance Animals was reviewed. As a new policy, aligned with accreditation recommendation, all policy was highlighted in red and reviewed.

BP 3515 Reporting of Crimes was reviewed. As a new policy, aligned with accreditation recommendation, all policy was highlighted in red and reviewed.

BP 3520 Local Law Enforcement was reviewed. Edits to the policy, as noted in red, were highlighted.

BP 3540 Sexual and Other Assaults on Campus was reviewed. Edits to the policy, as noted in red, were highlighted.

BP 3720 Computer and Network Use was reviewed. Edits to the policy, as noted in red, were highlighted.

BP 5800 Prevention of Identity Theft in Student Financial Transactions was reviewed. As a new policy, aligned with accreditation recommendation, all policy was highlighted in red and reviewed.

C. Strategic Plan – Action Item

Dr. Gutierrez invited Tom Nejely to present the Strategic Plan information. Dr. Gutierrez shared some of the history of Strategic Planning which included asking Tom Nejely about 10 years ago to work with the College Strategic Plan instead of using an outside entity. Mr. Nejely shared a brief history of Strategic Planning at KCC. Ultimately, Mr. Nejely asked for any questions for the next 3-5 year plan.

Mr. Nejely shared that the first Strategic Plan was developed in 2004 driven by accreditation. Mr. Nejely worked with what had occurred previously and started working forward on Strategic Planning processes starting in 2013. This year will be Strategic Plan 3.0. In the fall all employees were given opportunity to give input to where the college should be in 3-5 years. Related inputs became the draft for initiatives. Public input was asked for and community was invited to both the campus and sent surveys with access on the web for input. Again, related inputs were collected. Mr. Nejely brought the initiatives to the Board. Departments were asked to match their goals and plans to initiatives that were created for budget presentation. Mr. Nejely pulled that information and met with Cabinet to discuss and finalize a draft to bring to the Board.

Mr. Nejely shared that Section A is what the Board has already seen. Section B is a description of what the College plans to do. Section C are the Strategic Objectives the college is ready to undertake. Each of these sections was reviewed with the Board and the Board was asked for any feedback they had.

Dr. Gutierrez shared that tying the Strategic Plan to the budget process got KCC a commendation during accreditation.

Trustee Jensen shared that the process is simpler for the Board of Education now and appreciates all the work that has been done towards this.

Motion: To approve the Strategic Plan 3.0 2023-2026.

Motion by: Rhoda Keown

Second by: Dave Jensen

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

D. Associate of Arts, Oregon Transfer Fire Ecology Emphasis Degree – Action Item

VP Jennings presented information as included in the packet. This is part of the work with the National Forest service grant and team that supports a faculty position and creating transfer opportunities with a goal to diversify workforce United States National Forest Service.

Dr. Gutierrez shared this is part of the larger vision to have a Regional Wildland Training Center. The College is working with the Department of Agriculture. This is also good for the local economy.

Motion: To approve the Associate of Arts Oregon Transfer Fire Ecology emphasis degree.

Motion by: Dave Jensen

Second by: Linda Dill

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

E. Associate of Arts, Oregon Transfer Forest Ecology Emphasis Degree – Action Item

VP Jennings presented information as included in the packet. This is the second transfer option looking at different areas of coverage, specifically for transferability to employees in the National Forest Service.

Motion: To approve the Associate of Arts Oregon Transfer Forest Ecology emphasis degree.

Motion by: Dave Jensen

Second by: Rhoda Keown

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

F. Resolution No. 198-22-23 Adopting the Fiscal Year 2023-2024 Budget, Making Appropriations, Imposing the Tax, and Categorizing Taxes – Action Item

Dr. Gutierrez shared that this is the final part of the process to the budget process.

VP LaHaie shared that the budget went to the Budget Committee and passed and is now up to the Board for adoption. Resolution 198-22-23 was read to the Board.

Motion: To approve the attached resolutions that provide authorization for spending effective July 1, 2023 and to approve the tax of \$.4117/\$1,000.

Motion by: Dave Jensen

Second by: Linda Dill

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval

X. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Trustee Keown shared that she had the pleasure of having dinner with her son and Col Lambert and he expressed his pleasure with working with KCC and how they are working to meet the needs of the community with the Apprenticeship Center. KCC is appreciated and accepted throughout the community
- Trustee Keown shared her appreciation for being on the Board, however with personal circumstances, she is resigning from the Board of Education. This will be her last meeting.
- Trustee Jensen stated that the Board will accept her resignation and recommended getting it out for the open position. It will be a Board appointment via application through next year.

B. Public Participation

- None.

XI. FUTURE ISSUES

- Commencement will be Friday, June 16th. The Board is invited to a lunch with the Cabinet and guest speaker, Tayo Akins. Following, approximately 2:00 pm, will be the walk thru for the ceremony.

XII. NEXT MEETING

A. Scheduled Board of Education Meeting: June 27, 2023, Founders Hall Boardroom.

XIII. ADJOURN

Chair DeCrans adjourned the meeting at 7:00 pm.

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