



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

Regular Meeting – Tuesday, October 26, 2021 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: Kenneth DeCrans; Linda Dill; Jason Flowers; Dave Jensen; Rhoda Keown; Helen Petersen; and Jason Powderface, Non-voting Board Member, ASKCC President. A quorum was confirmed.

Members Absent: Kate Marquez (excused).

Staff Present: Dr. Roberto Gutierrez, President; Jamie Jennings, Vice President; Gail Schull, Vice President; Geoffrey LaHaie, Vice President; Charles Massie, Executive Director; Maggie Polson, Executive Director; Kathleen Walker-Henderson, staff; Bill Jennings, staff; Tom Nejely, faculty; and Shannon Childs, Secretary to the Board.

Guests: None.

Chair DeCrans administered the oath of office to ASKCC Student President Jason Powderface. ASKCC President Powderface raised his right hand, affirmed the oath, and was welcomed by the Board.

II. SHOWCASE

Dr. Gutierrez introduced Bill Jennings, Institutional Researcher, to give a presentation on the Review of Spring 2021 Community College Survey of Student Engagement (CCSSE). Mr. Jennings presented information via PowerPoint reviewing what CCSSE is. The standardized benchmark scores were reviewed on active and collaborative learning, student effort, academic challenge, student-faculty interaction, and support for learners students. Scores for benchmarks were highlighted. Charts were shown on aspects of high engagement and aspects of low engagement. The Board of Education received the Klamath Community College CCSSE 2021 Executive Summary of Results.

Trustee Petersen inquired on how COVID may have affected active and collaborative learning. Mr. Jennings shared that everyone is dealing with the same issues, however it is anticipated that this will go back up for KCC.

Mr. Jennings shared that there has been a workshop with faculty on the data presented, along with further review into detailed information and key indicators. VP Jennings shared that faculty used the training for strategies in the classroom and online.

III. CONSENT AGENDA

- A. Board Minutes (Regular Meeting September 28, 2021)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Motion: To accept the consent agenda and minutes as presented.

Motion by: Helen Petersen

Second by: Rhoda Keown

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

IV. ADOPTION OF AGENDA

Motion: To adopt the agenda as written.

Motion by: Helen Petersen

Second by: Dave Jensen

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. PRESIDENT REPORT

- a. Dr. Gutierrez introduced Interim VP of Administrative Services, Geoffrey LaHaie. VP LaHaie shared his history with the Board.
- b. The groundbreaking ceremony for the Apprenticeship Center is scheduled for November 10, 2021 at 10:00 am. The Board is invited to attend. The schedule is for the College to be able to move in November of 2022, although there may be future concerns with supply chain issues.
- c. There has been a signed contract for food service on campus with MC's on Main LLC, Jason McClung. There are plans for a soft roll out at the Employee Recognition Event on December 10th, and a Thanksgiving dinner mid-November. The contract is official January 1st. The plan is to have food service, coffee and a restaurant menu.
- d. The Board is invited to attend the Employee Recognition Event on December 10th. This is an important service award event for the College. It includes leadership awards, which are nominations are made by fellow employees.

VI. ASKCC STUDENT REPORT

- a. ASKCC President Jason Powderface shared events. The Sharitage event was October 22nd. The Blood Drive was October 26th. Movie night is coming up for Pelican Cinemas at \$7.00 per person. Dias de Muertos's is coming up on November 2nd.

VII. STATE REPORT

- a. Trustee Marquez provided a report via email. Chair DeCrans reviewed the handout with the Board. The handout included federal and state reports, along with the formation of a Transfer Council by the Oregon Higher Education Coordinating Commission. A new Oregon Community College Association Director has been selected, Morgan Cowling.
- b. Trustee Petersen inquired if the college is streamlined and ready to provide support via second chance pell to inmates. Dr. Gutierrez shared that the College is looking at this, however there are some restrictions. Until COVID restrictions are lifted, the College will continue to work with Warner Creek and the local jail.

VIII. FOUNDATION REPORT

- a. Executive Director Massie shared that the Foundation met the evening of October 25th. At this meeting there was a review of 41 scholarship applications. The Foundation is looking at how much can be provided to each student, vetted through Financial Aid, so that the students can then be informed.

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- b. The Giving Tuesday fundraiser event was discussed, which is the Tuesday after Thanksgiving. There will be an online event for this, as well as mailing through the community. The goal will be to raise \$10,000. Due to not being able to do a gala, the hopes are that this goes well. There are hopes that the Board could do still photography or a video with “I am giving, are you”. The Board is encouraged to give, even at a minimal amount to show full participation.

IX. INFORMATIONAL AND ACTION ITEMS

A. Strategic Planning – Information Item

Dr. Gutierrez introduced Tom Nejely and complimented his student involvement, positive student feedback, and his stellar efforts in leading strategic planning as a faculty member. Mr. Nejely shared that he would be presenting the historical information of strategic planning, and he would also be asking for input from the Board to complete the strategic planning process. The Board input is as valuable as all other voices across the College and community. Mr. Nejely presented a PowerPoint showing the history of the College strategic planning starting back in 2013.

Mr. Nejely referred to the Board Input page in the Board packet and shared that the College is now looking at the next three-year plan for 2025. The information being collected in the input forms are both qualitative and quantitative. Mr. Nejely asked the Board to fill out the input forms for collection. The forms were asked to be completed and turned into Shannon by end of day Monday, November 1, 2021.

Ms. Childs will work with Trustee Marquez to complete an input form.

B. COVID Update – Information Item

Executive Director Polson updated the Board on COVID-19 both for Oregon and the College. As of October 1, 2021, employees will need to use sick leave or vacation to take time off of work for COVID, however those quarantined are being worked with to work from home. At this time, anyone who has quarantined has had enough sick leave or vacation in their bank, if they were not able to work from home.

Chair DeCrans called a recess at 7:25 pm.

X. RECESS REGULAR MEETING

XI. EXECUTIVE SESSION (Pursuant to ORS 192.660(h))

Chair DeCrans called the meeting to Executive Session at 7:32 pm under ORS 192.660 (h) which allows the Board to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Kenneth DeCrans; Linda Dill; Jason Flowers; Dave Jensen; Rhoda Keown; Helen Petersen; Dr. Roberto Gutierrez; Maggie Polson; Jamie Jennings; and Shannon Childs were present for Executive Session.

XII. RECONVENE REGULAR MEETING

Chair DeCrans reconvened the regular meeting at 8:05 pm.

XIII. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

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i. Board Comment

- Trustee Petersen shared that she asked for a cost benefit analysis for COVID previously. She is asking for how much the College spent versus how much the College received. The Board agreed if it was a simple spreadsheet to attain, it would be good. If it is more than that, it is not necessary.
- Trustee Petersen inquired if it was looked into on having the logo trademarked. Dr Gutierrez shared that in over 10 years, this has not been a problem. It was determined that the cost of a trademark attorney to provide cost of getting the logo trademarked would be to costly. The Board determined not to move forward on this at this time.
- Trustee Petersen asked for a Freedom of Information Act update. Previously Trustee Petersen shared she had filed a freedom of information act, which ended up being a box of information. Trustee Petersen was not charged at the time. Dr. Gutierrez shared that there has only been one of these requests in his time at the College. Trustee Petersen inquired on if there was follow up on the policy.
- Trustee Jensen inquired on redistricting. Chair DeCrans shared that Dr. Fisher recommended a consultant. Trustee Jensen recommends looking at cost before moving forward with hiring consultant, it may be simpler. Dr. Gutierrez recommended a Work Session to review population information and brainstorm ideas.
- Trustee Petersen inquired on the Data Summit date. Ms. Childs shared that it is currently being planned for February 11, 2022.
- Chair DeCrans shared that Juneteenth will be coming forward to the next Board Meeting via policy revision.
- Trustee Petersen asked for COVID updates in the breaks between Board Meetings if there are any.

B. Public Participation

- None.

XIV. FUTURE ISSUES

- None.

XV. NEXT MEETING

- A. Scheduled Board of Education Meeting: December 7, 2021, Founders Hall Boardroom
- B. Groundbreaking for Apprenticeship Center will be November 10, 2020 at 10:00 am.

XVI. ADJOURN

Motion: To adjourn.

Motion by: Helen Petersen

Second by: Dave Jensen

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

Chair DeCrans adjourned the meeting at 8:21 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary