



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

Regular Meeting – Tuesday, December 7, 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; Kate Marquez; Dave Jensen; Rhoda Keown; Helen Petersen; and Jason Powderface, Non-voting Board Member, ASKCC President. A quorum was confirmed.

Members Absent: Jason Flowers (excused).

Staff Present: Dr. Roberto Gutierrez, President; Jamie Jennings, Vice President; Gail Schull, Vice President; Geoffrey LaHaie, Vice President; Charles Massie, Executive Director; Kathleen Walker-Henderson, staff; Bill Jennings, staff; Mary Lou Wogan, faculty; Lois Taysom, faculty; Allison Sansom, faculty; Heather Millsap, staff; and Shannon Childs, Secretary to the Board.

Guests: None.

II. SHOWCASE

Dr. Gutierrez introduced Jamie Jennings, who introduced faculty at the meeting; Lois Taysom and Mary Lou Wogan. Dr. Gutierrez introduced Bill Jennings, Institutional Researcher and Mary Lou Wogan to present a Mathematics showcase.

A PowerPoint was presented on Mathematics by Mr. Jennings and Mrs. Wogan, which included recent statewide data, with comparison of KCC to statewide data. Comparisons included percentages of students who pass college-level math by first math course, and students who took/never took a developmental math course and earned a credential. It was discussed why KCC students had different numbers and what KCC has done to promote success. It was reviewed that there are multiple pathways to college level math. It was shared to place students properly and have structured full math review. Other work being done to promote student success was discussed. Results of KCC work was shown graphically. Future plans for Mathematics were highlighted.

III. CONSENT AGENDA

- A. Board Minutes (Regular Meeting October 26, 2021)
- 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: Helen Petersen

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: Rhoda Keown

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. PRESIDENT REPORT

- a. Dr. Gutierrez introduced VP LaHaie. A hand out was shared on Cares Act: Higher Education Emergency Relief Fund. VP LaHaie reviewed information on funds that were received and distributed. It was noted that monies were spent for a term not charging a distance education fee, some student debt forgiveness, some personal protective equipment, and student software. Trustee Petersen shared that she has heard positive feedback on how the college distributed monies out evenly to all students. Trustee Petersen gave thanks to this effort.
- b. A North Lake rough boundary line map, OCCA college district map and Klamath County Census numbers were handed out and reviewed. Dr. Gutierrez reviewed the OCCA map and shared the history of how North Klamath County is part of COCC, and the portion that is North Lake is now part of KCC. At this time, finding the census information for North Lake is being reviewed. There has been contact made with the Lake County Clerk's office to inquire on boundaries and census number. There will also be a reach out to Deschutes County to inquire on the district lines on North Lake. Chair DeCrans shared that he would like to set up a work session of the Board when the information is received to look at re-zoning and present, hopefully, at the February meeting.
- c. There is a meeting coming up with Oregon Childhood Development Coalition (OCDC) and Headstart to get their input on the Child Care Center building and how it may look. Dr. Gutierrez reiterated that the pandemic does not stop the need for childcare. Trustee Petersen added that she would like to make sure that KCC students benefit from the center. It will be asked that KCC students have number one priority. Trustee Petersen asked if there were assurances that OCDC/Headstart would allow KCC to use the students for educational purposes. Dr. Gutierrez shared that this is part of the vision and discussions.
- d. The Board policy on information requests, Public Records Request Fee Schedule and Guidelines for Public Information Requests was handed out.
- e. The Apprenticeship Center is moving forward. There is excitement for the positive impact this will make on the community. Dr. Gutierrez met with Paul Stewart and Rod Wendt. Dr. Gutierrez made a request for the Apprenticeship Center prior to Paul Stewart leaving Skylake's. Dr. Gutierrez has shared with Rod Wendt on the College being open to the Apprenticeship Center being named after his father, Dick Wendt, as a privilege and an honor.

VI. ASKCC STUDENT REPORT

- a. ASKCC President Jason Powderface shared updates. The Giving Tree information was shared with the Board and members were encouraged to select a tag to support students and their families. There are 5 tags left of all those that were originally on the tree.
- b. The annual food drive was held via point system. All departments donated with Student Affairs remaining the winner of the Grocery Belt. An account has been set up for the pantry, which now given opportunity to be able to donate online.
- c. A 73-student survey was done on a student lounge. A large percent of students said they would like a lounge.

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- d. On October 28th, there was Halloween theme movie with numerous guests.
- e. The fall Red Cross blood drive had 34 donors with 29 units of blood collected.

VII. STATE REPORT

- a. Trustee Marquez provided updates to the OCCA meeting. There is a proposed security operations center, there will be lobbying for one platform for all colleges. There is a 3 million-dollar, one-time expense, with ongoing expenses. Dr Gutierrez shared he supports this, even though KCC has done well under the leadership of Paul Breedlove in the Information Services Department.

VIII. FOUNDATION REPORT

- a. Chair DeCrans shared the report. There was a Foundation meeting on the 6th. 45 scholarships were approved for this semester and next semester. The numbers are down from last year. Since more students received aid through CARES, there was less need for scholarships.
- b. The Finance Committee recruitment was addressed to get more involved.
- c. The Quick Books update was given. The Foundation is very close to taking care of their own financials. Reporting is being reviewed for clarity.
- d. The Giving Tuesday received over \$4,000 and continues through this week. It is possible to receive around \$5,000 by the time it is closed. This supports students and scholarships.
- e. December 8th there will be a Sip and Shop. A handout was shared with information.

IX. INFORMATIONAL AND ACTION ITEMS

A. Resolution 193-21-22 Adopting and Appropriating a Supplemental Budget for Fiscal Year 2021-22 – Action Item

Dr. Gutierrez introduced VP LaHaie who reviewed the supplemental budget with the Board. VP LaHaie shared that budget law does not preclude the College from having a supplemental budget meeting during a regular meeting. Trustee Petersen shared that she would like to have public comment prior to vote on supplemental budget. Mrs. Childs shared that no public comment was received prior to the meeting.

Motion: To accept the Supplemental Budget as presented.

Motion by: Rhoda Keown

Second by: Dave Jensen

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval

B. Practical Nursing One-Year Certificate – Action Item

Dr. Gutierrez asked VP Jennings to introduce Dean Allison Sansom. VP Jennings introduced Dean Sansom to present on the practical Nursing One-Year Certificate. Dean Sansom presented a PowerPoint which included a history, years 2015-2021 information, local LPN (Licensed Practical Nurse) job openings, state wide LPN job projections, (L)PN curricula, costs: resources and requirement, current status, and other requirements and plans.

Trustee Petersen verified that there is no extra cost with the exception of part time adjunct. Dean Sansom is considering requesting the combining of two part time adjuncts to one full time faculty.

Motion: To approve Practical Nursing One-Year Certificate.

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Motion by: Helen Petersen

Second by: Rhoda Keown

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval

C. Juneteenth Holiday – First Reading – Action Item

Dr. Gutierrez handed out and reviewed the recommendation to approve Juneteenth as a Holiday. It was addressed that this was a federal and state holiday and some history was reviewed. Other colleges adopting Juneteenth as a paid holiday was addressed and the recommended update to the policy was covered.

Trustee Keown inquired on the financial impact to the institution. An average day of work is at the cost of about \$50,000. Faculty are not affected, as it is not during their work time. Trustee Marquez shared that this is already in the budget, it is not an added expense.

It was clarified that the actual verbiage of the policy will be read at the next meeting.

D. House Bill 2854 – Information Item

Dr. Gutierrez introduced Bill Jennings. Mr. Jennings reviewed Board Packet information HB 2864 – Cultural Competency at Post-Secondary Institutions Report as required by HB 2864. Mr. Jennings reviewed each item number as listed on the report along with the institutional summary for the College.

Trustee Marquez inquired if Guided Pathways was the most robust tool for measuring cultural competency at the College. Mr. Jennings shared that it helped with provided framework and keeping on path. It is very much equity based, which means trainings involve equity. There are a lot of reports on demographics, which are shared at staff meetings.

E. COVID Updates – Information Item

Dr. Gutierrez shared and reviewed COVID-19 information via handout COVID-19 Updated for BOE Meeting, and NBS News article “Judge issues nationwide injunction against Biden’s vaccine mandate for federal contractor”. The update included declining cases in Klamath, Omnicron information, and the federal vaccine mandate information. Trustee Petersen inquired on the cost benefit analysis for COVID, COVID cost the College “x” and the College received “x”. Dr. Gutierrez shared that this was under what VP LaHaie shared in the CARES update. Trustee Petersen asked for a spreadsheet outside of CARES. VP LaHaie shared that outside of CARES; other sources of revenue have also been received. These included Governor’s Emergency Education Relief fund (GEER) money, Title III, and others. Chair DeCrans inquired on the Board priority and if this needed to be done. It was determined that there was not a running list passed to VP LaHaie and there is a large time commitment to gather this information, as it comes out of so many different funds. VP LaHaie shared that total funding received was close to 4 million, which a lot was lost revenue and the pick up of extra costs. It was determined that the cost to the College was approximately 4 million dollars, with 1 million contributing to being down in enrollments.

Chair DeCrans verified there was no public comment and called a recess at 7:54 pm.

X. RECESS REGULAR MEETING

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

Chair DeCrans called the meeting to Executive Session at 8:01 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; Kate Marquez; Dave Jensen; Rhoda Keown; Helen Petersen; Dr. Roberto Gutierrez; Geoffrey LaHaie; and Shannon Childs were present for Executive Session.

XII. RECONVENE REGULAR MEETING

Chair DeCrans reconvened the regular meeting at 8:20 pm.

Motion: To vote on current litigation between KCC and Veterans Affairs on the topic of aviation. A Yes vote would be for continuation of current litigation, a no vote would be against the continuation of current litigation.

Motion by: Helen Petersen

Second by: Dave Jensen

Discussion: None.

Public Comment: None.

Action: Yay, 5; Nay, 1 Motion passed.

Trustee Petersen would just like to make sure that before the college moved forward with litigation, everything is done in good faith and efforts were done prior to litigation, such as correspondence and mediation.

Dr. Gutierrez shared that in 5 years of this, he believes the college has done good faith, efforts have been made.

XIII. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Trustee Petersen inquired on if the current food service in under a contract or Memorandum of Understanding (MOU). Dr. Gutierrez shared it was under a contract and under the amount of Board approval.
- Trustee Petersen inquired on active shooter drills on campus and if they incorporate students, staff and faculty. Dr. Gutierrez shared that some of this was put on a pause due to COVID. It has helped to have the Sherriff on campus.
- Trustee Petersen inquired on the policy around emergency meetings, as she sent in a November 17th email and did not get a response. She expressed concern that the last emergency meeting did not follow precedence, as was used previously. The last emergency meeting was called regarding a vote for a timeline concern, and as Trustee Petersen was aware, it was called by the Board Chair and the President, not approved by all Board members. She inquired who gets to call an emergency Board meeting. Trustee Petersen inquired on clarity. Trustee Jensen shared that there are ORS and regulations in policy regarding emergency meetings, or even an extra meeting in the policies. Trustee Jensen recommended looking at these prior to moving forward. Trustee Petersen asked that the Board stick to ORS and policy.
- Trustee Keown shared a visit from someone in the grocery store who highly complimented the ESL program and those in the department are top notch.
- Trustee Marquez inquired if KCC has adequate personnel and other resources for the upcoming campaign to raise the necessary funds to equip the Apprenticeship Center. Chair

DeCrans shared an event in the new year to kick off fundraising with the public. Dr. Gutierrez noted concern and will share the inquiry with Executive Director Massie.

B. Public Participation

- Trustee Petersen made a public statement “On November 16, 2021 I received correspondence that “after discussion” a lawsuit against the V.A. was decided by the KCC President, the chair, and the vice chair. On November 17, 2021, I sent correspondence back concerned about this litigation not being a sanctioned action of the Board of Education. I want to reiterate that up till today the current litigation between Klamath Community College and Veterans Affairs had not been approved or sanctioned by this Board of Trustees. This was an action that has been taken by two individuals that happen to be board members and employee of the board. I, Helen Petersen, this institution, Klamath Community College, nor this board should be held liable legally and/or financially for the actions taken by these few. I demand this board act and sanction the person and/or persons whom unethically took these actions without the board’s consent or permission.” Trustee Marquez inquired if Trustee Petersen had any other intent to share the correspondence other than what was just shared at the meeting. Trustee Petersen shared she did not.

Trustee Keown shared that she felt that issues like this, as they came up, would try to be resolved without making a big deal, and if it happened again, it would be addressed as an issue at the lowest level. To talk about sanctions for an egregious oversight, as Trustee Petersen sees it, Trustee Keown personally feels is a far reach. Trustee Marquez and Trustee Dill agreed with Trustee Keown. Trustee Jensen expressed that he felt there was a majority consensus at the last meeting and an immediate financial threat.

XIV. FUTURE ISSUES

- Trustee Petersen inquired when the Smoking on Campus would come up. Dr. Gutierrez thought it may be January.
- The Employee Recognition Event is on Friday, December 10, 2021. The Board was invited to attend and participate. Dr. Gutierrez shared with the Board their involvement in the leadership awards. Trustee Petersen shared she would also be attending.

XV. NEXT MEETING

A. Scheduled Board of Education Meeting: January 25, 2022, Founders Hall Boardroom

XVI. ADJOURN

Motion: To adjourn.

Motion by: Helen Petersen

Second by: Kate Marquez

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

Chair DeCrans adjourned the meeting at 8:47 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary