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

Regular Meeting – Tuesday, May 24, 2022 6:00 PM

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**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 (via phone); Kenneth DeCrans; 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, Vice President; Kathleen Walker-Henderson, staff; Kurt Liedtke, staff, and Shannon Childs, Secretary to the Board.

**Guests:** None.

**II. SHOWCASE**

**III. CONSENT AGENDA**

- A. Board Minutes (Regular Meeting April 26, 2022 and Budget Committee Minutes May 4, 2022)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

**Motion: To accept the consent agenda 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 presented.**

Motion by: Dave Jensen

Second by: Helen Petersen

Discussion: None.

Public Comment: None.

**Action: Motion passed. Unanimous approval.**

**V. PRESIDENT REPORT**

- a. Dr. Gutierrez shared that David Cauble, CEO of Sky Lakes Medical Center, will be the keynote speaker at Commencement this year. An informational handout was shared on the new CEO of Sky Lakes Medical Center.

- b. Dr. Gutierrez asked Ms. Childs to review the policy update handout with the Board. Ms. Childs shared that the Board policy changes were handed out and can be replaced in Board members Board policy binders.
- c. The Higher Education Coordinating Commission (HECC) Student Full Time Equivalent Report was handed out and shared with the Board. Dr. Gutierrez shared that this is getting traction across the state as KCC being a stable institution over the past five years. KCC has done well until now, which is starting a possible downward trend, which is connected to item C. on the Board agenda.
- d. Every year the Klamath Tribes holds an honor dinner for their high school graduating seniors. Dr. Gutierrez is honored to have been asked and accepted to be the keynote speaker this year.
- e. Dr. Gutierrez invited Bill Jennings to speak to the Board to share information on Pell and Non-Pell students as inquired at the last Board meeting. Mr. Jennings referred to a handout and explained the data.

## **VI. ASKCC STUDENT REPORT**

- a. Jason Powderface shared large events around campus, both Comicon and the Career Fair. Both went very well. Chair DeCrans shared he attended the Career Fair and it was very full. He was very impressed with the flight simulator.

## **VII. STATE REPORT**

- a. Trustee Marquez referred to a handout for the State Report. Ms. Childs read the report to the Board.

## **VIII. FOUNDATION REPORT**

- a. VP Massie shared that the Foundation Board is discussing an in person planning retreat in August or September.
- b. The Capital Campaign Launch for the Apprenticeship Center was held with a great group of speakers. The plus was that it is no longer in the quiet phase and there were three individuals at the event reaching out for naming opportunities or challenge grants in the community. A check was written the very day of the event. There was a very nice pre-event to meet members of the community. There is optimism surrounding meeting goals.
- c. The extra scholarship cycle has re-opened. The Education and Access Opportunity Fund has been restarted, which originated during the pandemic. Today, 120 applications have been received. 36 are for Education and Access Opportunity fund. 85 are general applications.
- d. Dr. Gutierrez shared a story regarding the private pilot world. Dr. Gutierrez shared that the last flight is often the most difficult. A strong supporter of KCC and a member of the community, who used to be a pilot, but no longer flies, got to use the flight simulator. This was a huge positive moment.

## **IX. INFORMATIONAL AND ACTION ITEMS**

### **A. Use of College Owned Vehicle Policy – Action Item – First Reading**

Dr. Gutierrez introduced VP LaHaie. VP LaHaie shared that the college purchased a vehicle for students in Driver's Education. As a college vehicle, KCC would also like to use the vehicle for college travel. To be able to do this, Finance and Facilities Council met to develop a policy to create a procedure on use. President's Council approved the college policy. VP LaHaie reviewed those policies as distributed in the Board packet and explained the need to have a policy. The vehicles will save the college money as they

will curv the use of personal vehicles and paying mileage. VP LaHaie shared that this was in the procedure that if the college vehicle is available, it must be used in place of a personal vehicle.

B. Resolution 194-21-22 Adopting the Fiscal Year 2022-2023 Budget, Making Appropriations and Imposing and Categorizing Taxes – **Action Item**

Dr. Gutierrez introduced VP LaHaie. VP LaHaie shared that the budget was approved by the budget committee and the college is now asking that the budget be approved by the Board of Education. VP LaHaie read the recommended motion.

To approve the attached resolutions that provide authorization for spending effective July 1, 2022 with the following amendments:

- a. General Fund (001) – Reduce department 2002 Personnel and Services by \$160,000 and increase Unappropriated by \$160,000
- b. General Fund (001) – Reduce department 2007 Personnel and Services by \$90,000 and increase Unappropriated by \$90,000

To approve tuition rates of:

- a. Lecture \$111/credit
- b. Lecture/Lab \$159/credit
- c. Lab \$231/credit
- d. Nursing Lecture Courses \$143/credit (Associate of Applied Science Degree in Nursing Differentiated Tuition)
- e. Nursing Clinical Courses \$365/credit (Associate of Applied Science Degree in Nursing Differentiated Tuition)
- f. Out of State Lecture Courses \$189/credit
- g. Out of State Combined Format Courses \$236/credit
- h. Out of State Lab Courses \$310/credit
- i. International Lecture Courses \$283/credit
- j. International Combined Format Courses \$328/credit
- k. International Lab Courses \$396/credit

Trustee Petersen inquired if there was something set up where the students will know that the tuition is increasing. Dr. Gutierrez shared that there was a meeting with the students via ASKCC President Jason Powderface and they were made aware that there is a recommended tuition increase. Trustee Petersen inquired if following approval, it could be shared with more than just students, but also the community. Dr. Gutierrez shared that the first response would be to the students.

**Motion: To accept the physical budget for 2022-2023 as presented.**

Motion by: Dave Jensen

Second by: Rhoda Keown

Discussion: None.

Public Comment: None.

**Action: Motion passed. Unanimous approval. Chair DeCrans shared the Jason Flowers voted yay via email proxy vote, which is noted on file with Shannon Childs.**

**Motion: To approve tax of \$.4117/\$1,000.**

Motion by: Helen Petersen

Second by: Dave Jensen

Discussion: None.

Public Comment: None.

**Action: Motion passed. Unanimous approval. Chair DeCrans shared the Jason Flowers voted yay via email proxy vote, which is noted on file with Shannon Childs.**

Chair DeCrans recessed the meeting at 6:32 pm.

**X. RECESS REGULAR MEETING**  
**XI. EXECUTIVE SESSION (Pursuant to ORS 192.660 (2)(j))**

Chair DeCrans called the meeting to Executive Session at 6:36 pm under ORS 192.660 (j) which allows the Board to carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

Kenneth DeCrans; Linda Dill; Kate Marquez; Dave Jensen; Rhoda Keown; Helen Petersen; Dr. Roberto Gutierrez; Geoffrey LaHaie; Jamie Jennings; Bill Jennings; Kurt Liedtke; and Shannon Childs were present for Executive Session.

**XII. RECONVENE REGULAR MEETING**

Chair DeCrans reconvened the regular meeting at 7:19 pm.

**C. New Program Acquisition – Action Item**

**Motion: To accept the contract as presented on the Cosmetology Program acquisition.**

Motion by: Dave Jensen

Second by: Linda Dill

Discussion: None.

Public Comment: None.

**Action: Motion passed. Unanimous approval. Chair DeCrans shared the Jason Flowers voted yay via email proxy vote, which is noted on file with Shannon Childs.**

**XIII. RECESS REGULAR MEETING**  
**XIV. EXECUTIVE SESSION (Pursuant to ORS 192.660 (2) (d))**

Chair DeCrans called the meeting to Executive Session at 7:21 pm under ORS 192.660 (d) which allows the Board to conduct deliberations with person designated by the governing body to carry on labor negotiations.

Kenneth DeCrans; Linda Dill; Kate Marquez; Dave Jensen; Rhoda Keown; Helen Petersen; Dr. Roberto Gutierrez; Geoffrey LaHaie; Jamie Jennings; Kurt Liedtke; and Shannon Childs were present for Executive Session.

**XV. RECONVENE REGULAR MEETING**

Chair DeCrans reconvened the regular meeting at 7:45 pm.

**XVI. BOARD DISCUSSION AND PUBLIC PARTICIPATION**

**A. Board Discussion**

**i. Board Comment**

- Trustee Petersen shared that she would like to come together as a Board and give a thank you letter towards the hard work that was completed towards the Stukel project. Hands down every board and nail was hit on the head. A letter will be drafted to share with the Board to share.
- It was shared that the Smoking Policy will come to the Board in June.

**B. Public Participation**

- Kathleen Walker-Henderson, as a community member and board member of Klamath Kids Center, appreciates the work that KCEDA is doing with the survey and determining the need of our community and childcare; and having bullet points to maybe put some money toward helping existing centers like Klamath Kids Center. They have a couple capital projects to possibly add some slots, so this is very much appreciated.

**XVII. FUTURE ISSUES**

- Board of Education and Cabinet Lunch with Commencement Speaker David Cauble at 12:30 pm on Friday, June 10, 2022. KCC Commencement will also be live streamed.
- Commencement Friday June 10, 2022.

**XVIII. NEXT MEETING**

A. Scheduled Board of Education Meeting: June 28, 2022, Founders Hall Boardroom

**XIX. ADJOURN**

**Motion: To adjourn**

Motion by: Helen Petersen

**Chair DeCrans adjourned the meeting at 7:51 pm.**

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary