



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

Regular Meeting – Tuesday, June 28, 2022 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; Jason Flowers; Kate Marquez; Kenneth DeCrans; Dave Jensen; Rhoda Keown; Helen Petersen; and Jason Powderface, Non-voting Board Member, ASKCC President. A quorum was confirmed.

Members Absent: None.

Staff Present: Dr. Roberto Gutierrez, President; Jamie Jennings, Vice President; Gail Schull, Vice President; Geoffrey LaHaie, Vice President; Charles Massie, Vice President; Kurt Liedtke, staff; Bill Jennings, staff; Jennifer Briscoe, staff; and Shannon Childs, Secretary to the Board.

Guests: Participated under IX.B.

II. SHOWCASE

Bill Jennings, Institutional Researcher was introduced to present on “Number of Indigenous American Students at Klamath Community College”. A brochure for the Oregon Tribal Student Grant was handed out, along with the PowerPoint. Mr. Jennings reviewed the PowerPoint which included the definition of counts presented, college wide counts in all division, academic counts, community education counts, adult learning counts and opportunities in relation to the number of Indigenous American students at KCC. Mr. Jennings shared that at KCC, students who qualify, can qualify for up to \$23,111 for fall, winter and spring term (\$7,703 per term) from the Oregon Tribal Student Grant.

Bill Jennings left the meeting.

III. CONSENT AGENDA

- A. Board Minutes (Regular Meeting May 24, 2022)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Chair DeCrans shared an edit to the last line of the minutes to read Chair DeCrans versus Vice-Chair DeCrans.

Motion: To accept the consent agenda as amended.

Motion by: Helen Petersen

Second by: Jason Flowers

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

IV. ADOPTION OF AGENDA

Motion: To adopt the agenda as presented.

Motion by: Jason Flowers

Second by: Helen Petersen

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. PRESIDENT REPORT

- a. Dr. Gutierrez asked VP Jennings to give updates to the Cosmetology Program. VP Jennings shared that the Steering Committee met today. A list has been made on deliverables and action items. Programming is starting at the off-site location in winter. VP Jennings is meeting with the College of Cosmetology staff every other week. There will be a transition into academic programming, concentrating on no loss of credit. More conversations and site visits will be scheduled starting July 1, 2022. Supports to students via KCC remote options is important to the planning of the transition. Information nights will be planned for the future for students and families.
- b. The Apprenticeship Center construction is moving quickly. Currently the project is slightly ahead of schedule. The College is applying for grants for equipment. VP Massie shared Future Ready Oregon updates. There was \$545,000 that was allocated to support career pathways moving forward, including up to date equipment to help train. \$420,000 of this is being used towards equipment in the Apprenticeship Center. This focus will be on state-of-the-art welding and advanced manufacturing equipment. There is additional funding for career pathways programming, to help students get into this programming, through the Support to Expectant and Parenting Student (STEP) program. There was also funding for Klamath Center for Education and Training (K-CET) to work on integrated education and training programming. VP Massie explained the STEP program, which is a program to support students receiving supplemental nutrition help. The state, through the Supplemental Nutrition Assistance Program, helps students into career making education. The college matches these funds. The College has the opportunity to use grant funds to match the contribution. Matching funds can be used to expand the STEP program.
- c. There are a lot of wells going dry in the community. The water level is going down and there are not a lot of well drillers. There is a local emergency. KCC did involve the Governor's office and asked for an emergency program. There was a tentative verbal \$1.1M in potential funding to teach for the well drilling program. VP Massie shared that the final is based on the equipment to teach the program. Dr. Gutierrez shared that equipment is expensive and much of the money will be used for equipment for a well drilling rig and related equipment. This may eventually be an apprenticeship or credit program. The Board was encouraged by this. Trustee Petersen asked if the program will be attached to sustainability of the water. It was shared that this could not be answered.

VI. ASKCC STUDENT REPORT

- a. Jason Powderface shared that end of year student event, Summer Send Off, went well. ASKCC also helps with Commencement, Welcome Week, New Student Orientation, and Grad Fest and felt like they were good events. Chair DeCrans shared that Jason Powderface has done a great job, and the Board thanked him for his service. Mr. Powderface thanked the Board for the experience, as this was his last meeting.

VII. STATE REPORT

- a. Trustee Marquez shared that the legislature is not in session. The Oregon Community Foundation has a new director, Ms. Lisa Mensah. When the state has wanted a partnership, they engage with the Oregon Community Foundation. The new directors background was read to the Board. The College may want to engage with her. Dr. Gutierrez will send a congratulation letter to the Director out of the President's Office.
- b. Trustee Marquez shared a personal update, not as a board member. It involved a discrimination case at another community college. Trustee Marquez will be attending the trial.

VIII. FOUNDATION REPORT

- a. Chair DeCrans shared that a number of scholarships have been awarded and a second round is in process. There is a list of opportunities of donations to the Apprenticeship Center for naming and sponsorships. VP Massie added that the amount of money put out through the scholarship cycle this time was \$38,000 in academic scholarships and \$17,000 in the Education Access and Opportunity fund. The bulk of this went to the General Education Development (GED) Program to transition from GED to academic programming.

IX. INFORMATIONAL AND ACTION ITEMS

- A. Ratification of the 2022-2026 Collective Bargaining Agreement between Klamath Community College and the Klamath Community College Faculty Association – **Action Item**

VP Jamie Jennings and Jennifer Briscoe were invited to present. A Bargaining Highlights information page was handed out and reviewed with the Board. There were many meetings and there was an extensive review of the Collective Bargaining Agreement.

Both VP Jennings and Mrs. Briscoe have been through the bargaining process at least once before. It was noted that this process was not as quick, however there were successful changes and the faculty are happy. Distance Education was the largest revamp, it is now multiple modalities. There will be a new executive team moving forward for the Faculty Association.

Trustee Jensen thanked the faculty, staff and administration for all the work that has been done from having no contract, to now. He is very pleased with the results. Trustee Marquez made a second to Trustee Jensen's statement. Trustee Marquez inquired on the compensation update. VP LaHaie shared that full-time faculty have both steps and annual increase this year, rolled together is a 7.75% increase. Over the next three years are 6% increases. These percentages include both step and annual increase adjustment. The adjunct scale went from 3 steps to 6 steps. This was beneficial to adjunct, whose increases are 4% to transition to the new schedule, with 2% each year. Faculty will have two extra days off in the new contract.

Motion: To accept the ratification of the 2022-2026 Collective Bargaining Agreement between Klamath Community College and the Klamath Community College Faculty Association.

Motion by: Helen Petersen

Second by: Dave Jensen

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

Dr. Gutierrez shared that in 10 years he has only worked with two faculty union presidents, Jennifer Briscoe and Jamie Jennings. Dr. Gutierrez noted VP Jennings strong leadership in Academics. Dr.

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Gutierrez complemented Jennifer Briscoe on her strong leadership and dedication to the College. Dr. Gutierrez expressed that this was a good contract and thanked Jennifer Briscoe for her leading the faculty, as this was her last term as the President of the Union.

B. Non-Smoking Policy – **Action Item – First Reading**

Dr. Gutierrez welcomed those who joined the meeting for this agenda item. Attendees for this portion included Oscar Herrera, staff; Rick Ball, staff; Erica Olson, staff; Anna Poznanskaya, staff; Beth Stiller, staff; Miranda Hill, Klamath Public Health; Robin Pfeifer, Citizens for Safe Schools; Maggie McGonigle, Citizens for Safe Schools; Lexi McGonigle, Citizens for Safe Schools; and Dr. Glen Galis.

Director Oscar Herrera presented information from the Human Resources (HR) Council meeting as the acting chair of the council. The majority of the members of the council voted to not change the current smoking policy. Director Herrera shared that he voted not to change the policy because of survey results. Director Herrera added that KCC is an open access college and accept all people as they are. He also shared that he valued the shared governance process. Director Herrera called up Beth Stiller. Ms. Stiller, Director of TRiO Upward Bound shared that she voted based off the campus and the students, not her personal thoughts. There was not a strong opposition to smoking on campus. She voted no based on the population feedback. Ms. Stiller invited up Erica Olson, Human Resources Manager. During her time at KCC, she has not experienced second hand smoke or seen butts around campus. Although it is a public health concern, most of the campus was either neutral or did not oppose current policy. Ms. Olson introduced Anna Poznanskaya, First Year Experience Coordinator. She agreed with HR Council, there is not a dire desire or need to change the current policy. For the small number of students or staff that smoke, it is not an issue. There was a concern for liability of people smoking near the highway. She feels resources could be better used towards other things on campus. The resources put into to trying to enforce non-smoking would be a lot. Ms. Poznanskaya introduced Rick Ball, Learning Resource Center Director. Mr. Ball agreed with previous speakers and agreed with the shared governance policy. He does not see a big issue with the smoking on campus and has never heard a complaint.

Trustee Petersen inquired if a fire risk standpoint was asked in the council. Director Herrera shared that this was not covered in the survey.

Chair DeCrans invited Dr. Glen Galis to speak. Dr. Galis has lived in Klamath 45 years and had a medical practice in Klamath. He shared he has seen much preventable disease from tobacco, as the single most addictive drug in the world and it causes the most disease and health care expense than any other. Dr. Galis read a statement from the American Lung Association regarding smoke free college campuses, which reflected support of a tobacco free campus and resources to those who are quitting smoking.

Chair DeCrans invited Robin Pfeifer, Director for Citizens of Safe Schools, up to speak. Ms. Pfeifer shared she is a resident in Klamath. Ms. Pfeifer encouraged KCC to adopt a smoke free campus policy. Ms. Pfeifer shared that she works with young people daily, many of which continue their education at KCC. Even into adulthood, the agency is committed to helping the continuation of healthy behaviors and life skills. Smoke free campuses promote health and wellbeing of students by protecting non-users from effects of second-hand smoke, reducing social acceptability of tobacco products, which in turn promotes tobacco sensation. Ms. Pfeifer shared that colleges and universities can promote healthy behaviors. There are 2,604 campuses that are smoke free campuses across the US. In Oregon 11 of the 17 community colleges are smoke free campuses.

Chair DeCrans invited Maggie McGonigle with Citizens of Safe Schools to speak. Ms. McGonigle shared that she agreed with what Ms. Pfeifer shared. A large project they have this summer is to prevent youth

tobacco and vaping use. She shared she was here to answer questions. Smoke free campuses restrict access and exposure to tobacco.

Trustee Petersen inquired if there was language in policy about people who create issues outside the smoking area and if they are liable for damages. It was noted that this is not in policy.

Trustee Keown shared her personal experience with her husband and use of chewing tobacco. It would have been wonderful if his educational career was in smoke free campuses to help assist him. It is ultimately his fault; however, it would have helped. There is not a good reason that anyone could give her that would make her say that there is a good reason to not go smoke free.

Trustee Jensen asked if the College had any prevention program. Dr. Gutierrez shared that there is assistance through HR. Dr. Gutierrez did not believe there was a system for students. Trustee Petersen shared that should at least be help to try to help someone help quit, such as literature in the smoking areas on quitting smoking. Beth Stiller shared that there is planning to bring cessation to students at KCC. Miranda Hill of public health shared that they are available to help with next steps for cessation information.

Trustee Marquez inquired if the shared governance council could look at options for those who would like to quit and opportunities for them to do so.

Jason Powderface shared that the resources are out there. He felt that other things kill people too, and how would the college stop that.

Trustee Flowers expressed that he was not a smoker, and has never had interest, which is the part that supports a smoke free campus. However, he is a believer in personal rights and telling people what they can and can't do. He shared reluctance and being torn.

Trustee Marquez shared that KCC has a strong anti-smoking infrastructure in place. She expressed concern for personal safety if structures are taken down and people cannot smoke in cars, that they smoke in other areas. Then there has to be people in charge of telling them not to smoke, which is not a good use of campus resources. The college is reaching out in programs to a high smoker demographic due to stress. She was not comfortable with people not feeling welcomed here due to their smoking habit. There are fire and personal dangers to going to the outskirts of campus to smoke. She agrees with smoking cessation versus policy change.

Trustee Jensen shared that every high school in Klamath County has a non-smoking policy. However, you can go to any campus and find smoking items there where smoking is occurring. He shared he wants to leave it open for the community to make their own decisions, and promoting non-smoking with information available at the smoking shelters.

Trustee Petersen shared her biggest issue was fire. She wants to be able to mitigate that. Chair DeCrans shared that was a facilities issue, not a policy change.

Trustee Dill added that HR Council spent a lot of time coming to a reasonable result. She agreed to honor the shared governance system.

Chair DeCrans shared, as a former smoker and student, who has gone through shared governance, shared that the college went through a process. This is an open access college and we do not try to change students, but educate them. Smoking needs to be educated out, not add additional stress. The college is

used for a lot more than just education, it is available for rent, which would banish visitors as well. He would like to honor the shared governance process.

Motion: To accept the recommendation of the Human Resources Council and keep the smoking policy in place as currently written in Board Policy.

Motion by: Jason Flowers

Second by: Helen Petersen

Discussion: Trustee Keown shared that we take input, but do not have to always accept the input received. She thinks this a missed opportunity for educating. The other colleges that have gone non-smoking have not seen a decline in attendance and there has not been negative input. There is an opportunity missed for guidance instead of just acceptance.

Public Comment: 5 yay, 2 nay.

Action: Motion passed.

All staff and guests who joined for this agenda item left the meeting.

Trustee Jensen shared that he would like to see more information available in the smoking shelters around campus for non-smoking. The Board asked Dr. Gutierrez to work with Shared Governance on resources for non-smoking.

C. Use of College Owned Vehicle Policy – **Action Item – Second Reading**

Dr. Gutierrez introduced VP LaHaie. VP LaHaie reviewed the policy as distributed in the packet. VP LaHaie shared that the college has vehicles that may be used for college employees and travel. This policy gives college administration authority to develop procedures for use.

Motion: To approve the Board of Education Policies 305.4000 and 515.2600 to include the language attached.

Motion by: Dave Jensen

Second by: Rhoda Keown

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

D. Resolution 195-21-22 Adopting and Appropriating a Supplemental Budget for Fiscal Year 2021-2022 – **Action Item**

VP LaHaie shared that this is the end of year supplemental budget. All grants listed are new grants, or adjustments to grants. The only change to general budget was the addition of revenue to administering grants. The indirect rate for grants was established at an average of 30%.

Motion: To adopt resolution number 195-21-22 as presented, transferring appropriation authority to the following resolution.

Motion by: Helen Petersen

Second by: Dave Jensen

Discussion: VP LaHaie shared the indirect rate for grants was established at an average of 30%. Dr.

Gutierrez shared that some grants want all monies to go towards scholarships, due to some abuse over the years.

Public Comment: None.

Action: Motion passed. Unanimous approval.

Chair DeCrans recessed the meeting at 7:43 pm.

X. RECESS REGULAR MEETING

XI. EXECUTIVE SESSION (Pursuant to ORS 192.660 (2)(i))

Chair DeCrans called the meeting to Executive Session at 7:53 pm under ORS 192.660 (i) which allows the Board to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

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

It was noted that Dr. Gutierrez would look into past journeyman receiving some sort of certificate or degree when the process is started next year.

XII. RECONVENE REGULAR MEETING

Chair DeCrans reconvened the regular meeting at 8:42 pm.

E. Annual Evaluation of Klamath Community College President – Action Item

Motion: To accept the President’s performance evaluation, goals, accomplishments and annual performance evaluation.

Motion by: Helen Petersen

Second by: Jason Flowers

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

Dr. Gutierrez noted for the record, similar to previous years, his contract allows for merit increase based on a positive Board evaluation. He is refusing a merit increase this year.

XIII. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Trustee Petersen recommended that Dr. Gutierrez accept merit, as he has done an amazing job, and has been here every day, even thru COVID. Dr. Gutierrez has already shared with faculty that he would not be accepting a merit increase this year, but shared appreciation for Trustee Petersen’s remarks.
- Trustee Flowers asked a question. He shared a story of a visit in Chiloquin and talked to a person who is at an unpaid internship at the hospital. Trustee Keown shared she is probably in clinicals working towards taking her boards. Dr. Gutierrez shared that the college is working on paid internships. Dr. Gutierrez will inquire with Allison Sansom and see if it is clinicals or internships.
- Trustee Petersen shared that there may need to be a discussion on some topics, such as things from the supreme court, due to things going on in the world today such as guns. Dr. Gutierrez shared that these can be very hot topics and he would bring things forward if there become issues. Chair DeCrans recommended leaving things alone at this time.
- Trustee Jensen would like to see the college put non-smoking information and programs into the college budget. Dr. Gutierrez will look into smoking cessation for students.
- Trustee Petersen thanked everyone on campus for a great Commencement.

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B. Public Participation

- None.

XIV. FUTURE ISSUES

- Dr. Gutierrez shared August 25 and August 26 as possible Board Retreat dates. He asked that the Board respond with any issues by the end of the week, at which time planning will begin.

XV. NEXT MEETING

- A. Scheduled Board of Education Meeting: July 26, 2022, Founders Hall Boardroom

XVI. ADJOURN

Motion: To adjourn.

Motion by: Helen Petersen

Chair DeCrans adjourned the meeting at 8:58 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary