



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

Regular Meeting – Tuesday, September 26, 2023 6:00 PM

MINUTES

I. CALL TO ORDER

Dave Jensen called the regular meeting of the Klamath Community College Board of Education to order at 6:00 p.m.

Members Present: Kate Marquez; Dave Jensen; Linda Dill; Linda Weatherford; Richard Harrington; Misty Buckley; and Emilie Ramos, Non-voting Board Member, ASKCC President. A quorum was confirmed.

Members Absent: Raymond Holliday, excused.

Staff Present: Dr. Roberto Gutierrez, President; Jamie Jennings, Vice President; Gail Schull, Vice President; Geoffrey LaHaie, Vice President; Charles Massie, Vice President; Joshua Guest, Executive Director; Zach Jones, staff; Mark Griffith, staff; and Shannon Childs, Secretary to the Board.

Guests: Kathleen Walker-Henderson.

II. BOARD REORGANIZATION

A. Oath of Office for Newly Elected/Nominated Board Member

Chair Jensen asked Misty Buckley to stand and administered the oath of office.

III. SHOWCASE

TRiO Director Zach Jones was introduced to present. Director Jones handed out and presented a PowerPoint sharing information on TRiO. The presentation included who/what is KCC TRiO, Student Success Metrics, Powering TRiO Potential, 2022-2023 Program Achievements, and where TRiO is going next.

Director Jones shared that TRiO does closely mirror KCC demographics. It was highlighted that TRiO was a student transfer focused program. KCC transfer numbers closely match other community colleges around the state. The TRiO program at KCC does not support apprenticeship students. There are other programs around the state that have pre-college programs that help with apprenticeships. Under the grant, after the application process, Director Jones uses federal guidelines to make the decision of who gets into the program. Director Jones shared how low-income was determined for the TRiO program and when the application is available. Ideally TRiO does not go over the 15% more students over the funding level.

Director Jones shared that transfer students have a pipeline to the next educational institution for resources similar to KCC TRiO.

A handout of TRiO Support Services was also shared with the Board.

IV. CONSENT AGENDA

- A.** Board Minutes (Regular Meeting July 25, 2023; Work Session August 11, 2023; Special Meeting August 11, 2023 and Board Retreat August 28-29, 2023)
- B.** Personnel Action
- C.** Administrative Reports

- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Motion: To accept the consent agenda as presented.

Motion by: Richard Harrington

Second by: Linda Weatherford

Discussion: Chair Jensen shared that Kathleen Walker-Henderson needed to be added as an attendee to the July 25, 2023 meeting.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. ADOPTION OF AGENDA

Motion: To adopt the agenda.

Motion by: Linda Weatherford

Second by: Richard Harrington

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

VI. PRESIDENT REPORT

- a. Dr. Gutierrez shared that he sent an email to the Board regarding the Cyber Security incident. Dr. Gutierrez shared that the Information Services department worked very hard to make sure KCC data was not compromised. On behalf of the KCC Board, Chair Jensen thanked Paul Breedlove, Nannette Ochoa, Aaron Dill, Dale Severns, Mike Pearson, Austin Davis, Christopher Chandler, and Bill Raul. A short discussion was held on cyber issues across the states.
- b. There were record enrollments last year at KCC. This fall, there may be another record enrollment. Retention is the best ever at KCC, 64%. The college is also at the highest completion rate at 37%. Dr. Gutierrez shared this was on behalf of a lot of hard work of KCC employees. VP Massie shared that the grants resource department has been successful. In the last three weeks \$2.4M has been accounted through four grants. VP Massie shared highlights to each grant.
- c. Senator Wyden will have a Town Hall on Saturday, October 7th in the Apprenticeship Center. The Board is invited to attend. It begins at 4:00 pm.

VII. ASKCC STUDENT REPORT

- a. ASKCC President Ramos shared that the food pantry filled 56 food bags between July and September.
- b. There were three technology boot campus events hosted.
- c. There was involvement in the check in process for the Mexican Consultant visit.
- d. The Food Pantry drive begins Friday.

VIII. STATE REPORT

- a. Trustee Marquez shared information for the OCCA Conference in November. Trustees who would like to attend can reach out to Ms. Childs for travel. Early bird registration is due October 1, 2023.
- b. Trustee Marquez shared an article "Oregon colleges race to keep up with artificial intelligence: 'We're in for huge changes'". The article was reviewed. VP Jennings highlighted the numerous things KCC faculty was doing regarding artificial intelligence.

IX. FOUNDATION REPORT

- a. VP Massie shared that the Foundation had its first regular meeting with the larger group. The group is focused and was energized on scholarships. Kathleen Walker-Henderson was thanked for her dynamic role as Foundation Board Chair.
- b. The Apprenticeship Center project awareness has driven people to reach out to donate money for students. Staff has gotten more involved with the Foundation as well.
- c. The KCC Food Pantry will be moved under the Foundation as a 501C3. An Alumni Association is also being established. There is high interest in building the endowment to \$1M. This will create earned income towards scholarships.
- d. The next big event is Giving Tuesday. This year it is being coordinated with a Sip and Shop in the Bookstore on November 28th.

X. INFORMATIONAL AND ACTION ITEMS

A. Contract Approval of Well Drilling Rig for the Well Drilling Apprenticeship Program – Action Item

Dr. Gutierrez shared that this is a high need in the community. It is a very expensive program, which is why the college looked at grants. Director Mark Griffith was introduced to join VP LaHaie. It was presented that a \$975K dollar grant was received towards the development of a well drilling program. The funds are to be used in buying a rig. VP LaHaie reviewed the request for proposal process. It was noted that all quotes are still valid. VP LaHaie addressed what was needed in the rig for domestic wells, which is what the apprentices will be trained on. Specifics of rig and the process was discussed. VP LaHaie recommended the Board go with the Drill Max for a DM450 Drill Rig. It was noted that the drill rods and pipe can be purchased locally.

Motion: To approve the proposal from Drill Max for \$845,525.67.

Motion by: Richard Harrington

Second by: Linda Dill

Discussion: Trustee Buckley shared that she was involved in part of a workgroup with KCC in building the program. She wanted to declare this as she had no reason to benefit. It was noted Trustee Buckley could vote.

Public Comment: None.

Action: Motion passed. Unanimous approval.

B. President's Goals – Action Item

Dr. Gutierrez shared his goals were included as developed during the August Board Retreat.

Motion: To adopt the list of goals.

Motion by: Richard Harrington

Second by: Linda Weatherford

Discussion: Trustee Marquez shared she was surprised Child Care was not on the goals. Dr. Gutierrez shared that he would be working on that initiative, even if not in his annual goals.

Public Comment: None.

Action: Motion passed. Unanimous approval

Chair Jensen called a 5-minute recess at 7:12 pm.

XI. RECESS REGULAR MEETING

XII. EXECUTIVE SESSION (Pursuant to ORS 192.660 (2)(h))

Chair Jensen called the meeting to Executive Session at 7:17 pm under ORS 192.660 (2)(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.

Kate Marquez, Dave Jensen, Linda Dill, Linda Weatherford, Richard Harrington, Misty Buckley, Emilie Ramos, Dr. Gutierrez, Joshua Guest, and Shannon Childs were present for executive session.

XIII. RECONVENE REGULAR MEETING

The regular Board of Education meeting was called back to order at 7:32 pm. Kathleen Walker-Henderson returned to the meeting.

XIV. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- The Board debriefed on the OCCA Training and gave positive feedback.
- Trustee Buckley shared an article on state agencies being audited, of which one was the Higher Education Coordinating Commission.
- The Board debriefed on the KCC Board Retreat. Positive feedback was given. It was expressed that it was a lot of information shared. Ms. Childs will get the personality test to Linda Dill and Kate Marquez for information for the Board.

B. Public Participation

- None.

XV. FUTURE ISSUES

- None.

XVI. NEXT MEETING

A. Scheduled Board of Education Meeting: October 24, 2023, Founders Hall Boardroom

XVII. ADJOURN

Chair Jensen adjourned the meeting at 7:42 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary