



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

Regular Meeting – Tuesday, July 30, 2024 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: Raymond Holliday, Kate Marquez; Dave Jensen; and Richard Harrington. A quorum was confirmed.

Members Absent: Misty Buckley, and Linda Dill (excused).

Staff Present: Dr. Roberto Gutierrez, President; Gerry O'Brien, staff; Mark Griffith, staff; and Shannon Childs, Secretary to the Board.

Guests: Kathleen Walker-Henderson.

III. SHOWCASE

Chair Jensen moved the showcase to first on the agenda.

Dr. Gutierrez introduced Mark Griffith, Director of Apprenticeships to take the Board on a tour to see the well drilling truck. Director Griffith also shared information on the solar energy grant he was acquired for approximately 1.1 million dollars.

II. BOARD REORGANIZATION

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

There were no new members to administer oath at this meeting.

B. Election of Board Chair

Nomination: To elect Dave Jensen as Board Chair.

Nomination by: Richard Harrington

Nominations closed.

Motion: To close nominations and appoint Dave Jensen as Board Chair.

Motion by: Kate Marquez

Second by: Raymond Holliday

Discussion: None.

Action: Motion passed.

C. Election of Board Vice Chair

Dave Jensen shared that he spoke with Linda Dill and she was not interested in serving as vice-chair.

Nomination: To nominate Raymond Holliday as Board Vice Chair.

Nomination by: Kate Marquez

Nominations closed.

Motion: To appoint Raymond Holliday as Board Vice Chair.

Motion by: Richard Harrington
Second by: Kate Marquez
Discussion: None.
Action: Motion passed

D. Appointment of the President as Clerk of the District

Motion: To appoint Dr. Gutierrez, President, as Clerk of the District.

Motion by: Richard Harrington
Second by: Raymond Holliday
Discussion: None.
Action: Motion passed.

E. Appointment of the Vice President of Administrative Services as Deputy Clerk of the District

Motion: To appoint Denise Reid, Vice President, as Deputy Clerk of the District.

Motion by: Richard Harrington
Second by: Raymond Holliday
Discussion: None.
Action: Motion passed.

F. Appointment of the Budget Officer

Motion: To appoint Denise Reid, Vice President, as the Budget Officer.

Motion by: Richard Harrington
Second by: Raymond Holliday
Discussion: None.
Action: Motion passed.

G. Appointment of Secretary to the Board

Motion: To appoint Shannon Childs as Secretary to the Board.

Motion by: Richard Harrington
Second by: Raymond Holliday
Discussion: None.
Action: Motion passed.

H. Adoption of Meeting Time, Date, and Location for 2024-2025

Motion: To accept the 2024-2025 Board meeting schedule.

Motion by: Richard Harrington
Second by: Raymond Holliday
Discussion: None.
Action: Motion passed.

I. Appointment of the OCCA Representative

Motion: To appoint Kate Marquez as OCCA Representative for Academic Year 2024-2025.

Motion by: Richard Harrington
Second by: Raymond Holliday
Discussion: None.
Action: Motion passed

IV. CONSENT AGENDA

- A. Board Minutes (Regular Meeting June 25, 2024)
- 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: Raymond Holliday

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. ADOPTION OF AGENDA

Motion: To adopt the agenda.

Motion by: Richard Harrington

Second by: Raymond Holliday

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

VI. PRESIDENT REPORT

- a. Dr. Gutierrez shared information on the Board of Education Self-Evaluation that was handed out. Evaluations are anonymous and are due by 4:30 on August 14th.
- b. Dr. Gutierrez shared that the Board Retreat will be on Tuesday, August 27th at the Running Y. Information and the agenda will be shared before the retreat.
- c. Dr. Gutierrez shared that he has a great relationship with Dr. Naganathan. Dr. Gutierrez was invited to the OregonTech Fundraiser. Dr. Gutierrez used personal funds to bid on a dinner with the OregonTech President. Dr. Gutierrez won the bid and has invited Cabinet and the Board of Education to attend. The dinner will be Thursday, August 29th at Oregon Tech. There will be an information email sent to the Board and it was asked that the Board share whether or not they can attend.

VII. ASKCC STUDENT REPORT

None.

VIII. STATE REPORT

- a. Trustee Marquez shared the letter from the OCCA Executive Director and the OCCA President, which was sent to the Board. Both Abby Lee, Executive Director and Austin Felnagy, President are new to their positions at OCCA.
- b. Trustee Marquez shared the OCCA Board Member training is Saturday, September 7th at Chemeketa Community College. It was recommended that Board members attend.
- c. The OCCA Annual meeting will be in November at Salishan in Gleneden Beach. More information will be sent out once it is received.
- d. Dr. Gutierrez shared information about the Transfer Council. This started with HB1998. HB 1998 involves no loss of transfer credits between community colleges and universities. Lately, it has been getting a lot of emphasis. SB 233 does give the Higher Education Coordinating Commission more authority. The July Transfer Hub Newsletter was handed out.

Klamath Community College is an Equal Opportunity Educator and Employer.

IX. FOUNDATION REPORT

- a. Kathleen Walker-Henderson shared that there was attendance at Steve Tippin's memorial. There has been one donation made in his name. There have been three Life Changer donations made as well in the last month. This fund is now approaching 100K. 50k of this was taken and a check was given to the OCF to have the funds invested.
- b. A grant has been worked on with the Klamath County Economic Development. The Foundation has applied for \$7,500 to use as tuition for small business owners to take classes at the Small Business Center. Kathleen Walker-Henderson shared the importance of the grant to help with business sense.
- c. The event committee is preparing for a "Celebration of 20 Years Event" on September 26th. A save the date will be given out soon.

X. INFORMATIONAL AND ACTION ITEMS

A. Zone 2 Board Member Appointment Process – Information Item

The process for filling the Zone 2 position via appointment was explained as shared on the green sheet.

XI. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Trustee Holliday shared that his son is planning to go to Physical Therapy Assistant school in Colorado. He will need pre-requisitions. Arapaho Community College was very familiar with KCC, and they shared that credits from KCC would be transferable. This was good news.
- Trustee Holliday asked if there were updates on the Childcare Center. Dr. Gutierrez shared that Pivot was done getting input from families, providers, and the community. They are now working, and almost complete, with the architectural concept. Based off input, there will be a few extra classrooms added into the current space allotment. There will be more details at the Board retreat.
- Trustee Holliday inquired about the number of separations at KCC. Dr. Gutierrez shared there have been some replacements where employees have moved on. Some positions may be grant-funded. Some employees are no longer employed via separation from KCC, or retired.

B. Public Participation

- None.

XII. FUTURE ISSUES

- None.

XIII. NEXT MEETING

A. Board Retreat: August 27, 2024, Running Y Resort, Boardroom

B. Scheduled Board of Education Meeting: September 24, 2024, Founders Hall Boardroom

XIV. ADJOURN

Chair Jensen adjourned the meeting at 7:20 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary