



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

Regular Meeting – Tuesday, March 18, 2025 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: Misty Buckley; Raymond Holliday; Kate Marquez; Dave Jensen; Linda Dill; Kenneth DeCrans; and Jacob Gonzales, non-voting Board Member. A quorum was confirmed.

Members Absent: Richard Harrington.

Staff Present: Dr. Roberto Gutierrez, President; Jamie Jennings, Vice President; Gail Schull, Vice President; Charles Massie, Vice President; Joshua Guest, Executive Director; Bill Jennings, staff; Gerry O'Brien, staff; Maria Perez, staff; and Shannon Childs, Secretary to the Board.

Guests: None.

II. SHOWCASE

Dr. Gutierrez asked VP Jennings to introduce Maria Perez, Associate Dean of Workforce Development. Associate Dean Perez shared a PowerPoint on the Commercial Drivers License (CDL) Program. The PowerPoint was reviewed with the Board, which included information on the mission statement, the team, the CDL program description, enrollments, outcomes, and accomplishments.

The non-credit training certificates are now on the student transcripts. Students need to have entry-level driving training to get the CDL permit or test.

Dr. Gutierrez shared that Associate Dean Perez has shown strong results since taking over the role of Associate Dean of Workforce Development almost four years ago.

Work is being done to make the program more accessible to students at other times. Financial Aid is not available for CDL, as it is non-credit. Grant opportunities are shared with students as possibilities to help with funding.

Dr. Gutierrez shared that the College cannot compete with local businesses, such as Aisling in White City, and college subsidies for a program would create competition. There will not be financial aid for this as CDL is non-credit.

Associate Dean Perez shared that there have been women in the program, however, it is male-dominant at this time. Most students are local and then get employed with companies outside the basin.

III. CONSENT AGENDA

- A. Board Minutes (Regular Meeting February 25, 2025)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)

E. Enrollment Dashboard

Motion: To accept the consent agenda as presented.

Motion by: Raymond Holliday

Second by: Kenneth DeCrans

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

IV. ADOPTION OF AGENDA

Motion: To adopt the agenda as presented.

Motion by: Kenneth DeCrans

Second by: Raymond Holliday

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. PRESIDENT REPORT

- a. House Bill 5005 information was handed out. Dr. Gutierrez handed out and reviewed House Bill 5050, which is an amendment from House Bill 5005. Ways and Means has the ability to amend a bill. The bill was amended, with a recommendation from the Ways and Means, to add 2.5M to the KCC Childcare Resource Learning Center for KCC. This is now on to the Senate and House for approval.
- b. The 2025-27 Capital Funding Request was handed out. Ways and Means will be meeting at KCC on April 25 from 5-7 pm. KCC does not have access to lottery funds, which are funds being suggested to be used, the Oregon Childhood Development Center (OCDC) does. OCDC will be leading this process. Commissioner DeGroot will be speaking for the community on how important this is. Donalda Dodson, CEO of the Oregon Childhood Development Coalition (OCDC) will also be presenting. VP Massie will follow up on the organization's legal name listed on the document, as it is listed as Oregon Development Coalition.
- c. Senate Bill 5505 was handed out, as it will also be presented at the Ways and Means meeting. As an emergency ask, the capital funding request was not needed. This was approved at the Higher Education Coordinating Commission (HECC) and is on to the Ways and Means for approval. Dr. Gutierrez and Stacy Peterson, Director of Cosmetology, will be presenting on this on April 25th.
- d. Program immunization was handed out as information.
- e. The Travel Expense Reimbursement Procedure was handed out as information.
- f. Dr. Gutierrez asked VP Massie to share information about immigration questions and students. VP Massie shared information regarding concerns with the new administration's approach to immigration and those who are in the country illegally. VP Massie gave some history on students who are concerned about being approached. Most KCC students are here legally, however, there is a real concern for family and friends who are not documented. There is a distrust on how personal information is being used or accessed. KCC is making sure that it is meeting all the legal requirements under the law. There are also conversations happening on how to address student concerns and students feeling safe on campus. There is a group that is looking at how to provide guidance to students. The group is also looking at how to work with law enforcement coming on campus looking for individuals. There is collaborative work happening with other college and faculty associations. VP Massie will be bringing recommendations to

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Dr. Gutierrez following any meetings. KCC serves a lot of students who have no issue with this topic, and making sure they are able to continue with their education in a safe and secure environment is important as well. Trustee Marquez inquired if the policy would come to the Board. Dr. Gutierrez communicated that many of the rules are very strict and may not be in policy as they are executive orders. If need be, KCC will look at policies. Dr. Gutierrez reiterated that KCC is about teaching and learning, and classes should not be interrupted. There was a discussion on how subpoenas work. Executive Director Guest shared that BP 3501 is the closest policy to this. Once the procedure is written, it will be brought to the Board for information.

- g. Dr. Gutierrez shared some of the history of Klamath Falls and that it is working toward a college-growing culture. For the first time, last year KCC had the first honors student representing KCC across the state of Oregon at nationals. For the second year in a row, KCC has a student being recognized as the 2025 New Century Transfer Pathway Scholar for Oregon. This is a proud moment for KCC, and there will be a press release. April 18th is the All-Oregon Academic Team Luncheon.
- h. The March KCC Connections was handed out to the Board.

VI. ASKCC STUDENT REPORT

- a. ASKCC President Gonzales shared that ASKCC is trying to keep students motivated heading into finals week. The Fuels for Finals week was highlighted. A pottery night downtown was included in the events. They are looking forward to planning outside events.
- b. The soccer team is heading into its first pre-season, and the schedule is to come. There is high interest and support in the community.

VII. STATE REPORT

- a. Trustee Marquez shared that five Board members are up for re-election. All current members have submitted their applications to re-run.
- b. A lot is going on at the federal level. Pell was discussed, and it has support. Eligibility for Pell may be reviewed.

VIII. FOUNDATION REPORT

- a. VP Massie shared that peer screenings are taking place for the Foundation Board Members.
- b. The Board has approved up to \$95K in awards this year based on the amount of money raised. There is work towards making it to the 100K mark.
- c. VP Massie gave a personal update for leave. Executive Director Guest will be the Acting VP in the interim. It was requested to have a VP Massie update at future Board Meetings.

IX. INFORMATIONAL AND ACTION ITEMS

- A. Board Policy 6500, 4500, 5200, 6620, 7230, 7355, 7370, and 7390 – **Action Item – First Reading**

Bill Jennings, Institutional Researcher, presented policies up for review and recommended edits.

BP 6500 Property Management was reviewed with changes made. Trustee Holliday inquired how the Board felt about having something similar to Lane Community Colleges, with the language on 50K. Trustee Buckley shared she did not necessarily feel the Board needed to approve a specific dollar amount, just be knowledgeable about what is occurring. Trustee DeCrans shared that in his time on the Board,

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they knew about things well in advance. Trustee Holliday shared that under current leadership that is superior, that works, however, future leadership may be different. Executive Director Guest shared that this would not affect the ability to lease out college property. A discussion was held on timelines and how often current circumstances would occur, which is not often. The Board discussed what language might be helpful in making the policy best fit KCC. After discussion, the Board agreed to move forward with what is in red on the edits.

BP 4500 Student News Media and Publications changes was reviewed.

BP 5200 Student Illness, Accidents, and Immunizations changes was reviewed.

BP 6620 Naming of Buildings, Facilities, and Campus Green Spaces changes was reviewed.

BP 7230 Employees changes was reviewed.

BP 7355 Grievance Procedure changes was reviewed. Trustee Holliday referenced the first page under “Board of Education establishes”. He inquired if the second bullet should read “at the College's expense”, as the bullet above reads at “the Grievant’s expense”. Executive Director Guest shared that he felt it was implied and that the College would pay for its own lawyer. The language was discussed. The Colleges expense will not be added. “Management” will be changed to “College Administration” in the second bullet.

BP 7370 Employee Political Activity changes was reviewed.

BP 7390 Retirement Plan changes was reviewed.

Motion: To accept the second reading of Board Policies as presented.

Motion by: Misty Buckley

Second by: Linda Dill

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval

Dr. Gutierrez shared that there should be a review of some policies every 3-5 years. The Board discussed having a review process.

X. RECESS REGULAR MEETING

XI. EXECUTIVE SESSION (Pursuant to ORS 192.660(2)(d)(e))

The Board recessed at 7:38 pm,

Executive session convened at 7:45 pm.

An executive session was called under; ORS 192.660(2)(d), which allows the Board to conduct deliberations with persons designated by the governing body to carry on labor negotiations; and ORS 192.660(2)(e), which allows the Board to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

Dave Jensen, Misty Buckley, Raymond Holliday, Kate Marquez, Linda Dill, Kenneth DeCrans, Dr. Roberto Gutierrez, Joshua Guest, and Shannon Childs were present for the executive session.

There was an update on labor negotiations.

An update was given to real property transactions in capital projects.

XII. RECONVENE REGULAR MEETING

The meeting was called out of executive session at 8:30 pm, and the regular meeting reconvened.

XIII. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Chair Jensen shared that he enjoyed the Oregon Community College Association (OCCA) Legislative trip. The way KCC is received by OCCA and state legislators now, compared to 15 years ago, is a big difference. It is amazing the change since Dr. Gutierrez has been at KCC.

ii. Public Comment

- None.

XIV. FUTURE ISSUES

- April 25th is the Ways and Means meeting from 5-7 pm.

XV. NEXT MEETING

A. Scheduled Board of Education Meeting: April 22, 2025, Founders Hall Boardroom

XVI. ADJOURN

Chair Jensen adjourned the meeting at 8:18 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary