



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

Regular Meeting – Tuesday, July 22, 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: Raymond Holliday, Misty Buckley, Kate Marquez; Dave Jensen; Linda Dill, Richard Harrington, and Kenneth DeCrans. A quorum was confirmed.

Members Absent: None.

Staff Present: Dr. Roberto Gutierrez, President; Joshua Guest, Executive Director; Carly Gilder, staff; Elizabeth West, staff; and Shannon Childs, Secretary to the Board.

Guests: Kathleen Walker-Henderson.

III. SHOWCASE

None.

II. BOARD REORGANIZATION

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

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

B. Election of Board Chair

Chair Jensen shared that he has been on the Board for 18 years and has served as Chair for many years. He has been honored; however, he felt it was time to let someone else have the opportunity. Chair Jensen shared he would entertain being Vice Chair.

Nomination: To elect Kate Marquez as Board Chair.

Nomination by: Misty Buckley

Discussion: Trustee Marquez gave thanks and declined.

Nomination: To elect Ray Holliday as Board Chair.

Nomination by: Richard Harrington

Nomination: To elect Kenny DeCrans as Board Chair.

Nomination by: Raymond Holliday

Motion: To close nominations.

Motion by: Richard Harrington

Second by: Misty Buckley

Discussion: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

Nominations closed.

Trustee Holliday and Trustee DeCrans spoke about their interest in chairing the Board of Education. A discussion was held on what the Chair of the Board may be involved in outside of the Board meetings.

Motion to appoint Raymond Holliday as Board Chair by show of hands and to appoint Kenneth DeCrans as Board Chair by show of hands.

Motion by: Misty Buckley

Second by: Richard Harrington

Discussion: None.

Action: Raymond Holliday by show of hands. Misty Buckley, yay; Richard Harrington, yay; and Dave Jensen, yay. Kenneth DeCrans by show of hands. Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Kenneth DeCrans, yay.

Motion passed to have Kenneth DeCrans serve as Chair.

Dr. Gutierrez gave thanks and appreciation to Dave Jensen for his years on the Board.

C. Election of Board Vice Chair

Motion to Open Nominations

Motion by: Linda Dill

Second by: Misty Buckley

Nomination: To elect Dave Jensen as Board Vice Chair.

Nomination by: Richard Harrington

Nomination: To elect Raymond Holliday as Board Vice Chair.

Nomination by: Misty Buckley

Motion to Close Nominations

Motion by: Richard Harrington

Second by: Misty Buckley

Motion to vote for Vice Chair via Hand Raising.

Motion by: Richard Harrington

Second by: Misty Buckley

All in favor of Dave Jensen as Board Vice Chair by show of hands and all in favor of Raymond Holliday as Board Vice Chair by show of hands.

Action: Dave Jensen by a show of hands. Richard Harrington, yay; Dave Jensen, yay; and Raymond Holliday, yay. Raymond Holliday by a show of hands. Misty Buckley, yay; Kate Marquez, yay; Linda Dill, yay; and Kenneth DeCrans, yay.

Motion passed to have Raymond Holliday serve as Vice Chair.

Motion to close voting.

Motion by: Richard Harrington

Second by: Misty Buckley

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: Dave Jensen

Discussion: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

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: Misty Buckley

Second by: Dave Jensen

Discussion: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

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: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

G. Appointment of Secretary to the Board

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

Motion by: Richard Harrington

Second by: Misty Buckley

Discussion: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

H. Adoption of Meeting Time, Date, and Location for 2025-2026

Motion: To approve the 2025-2026 Board meeting schedule.

Motion by: Raymond Holliday

Second by: Richard Harrington

Discussion: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

I. Appointment of the OCCA Representative

Nomination: To elect Kate Marquez as OCCA Representative

Nomination by: Dave Jensen

All in favor to appoint Kate Marquez as OCCA Representative.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

IV. CONSENT AGENDA

- A. Board Minutes (Regular Meeting June 24, 2025)
- 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: Dave Jensen

Discussion: None.

Public Comment: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

V. ADOPTION OF AGENDA

Motion: To adopt the agenda as listed.

Motion by: Richard Harrington

Second by: Raymond Holliday

Discussion: None.

Public Comment: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

VI. PRESIDENT REPORT

- a. Dr. Gutierrez gave an update on the Childcare Learning Center and Cosmetology Center, which are both moving forward for a possible request for proposal.
- b. A letter from the Higher Education Coordinating Commission congratulating the college on receiving authorization from the Oregon State Legislature for bond funding for the Cosmetology ADA Remediation project.
- c. The Board gave a high opinion of Dean Stickles and his presentation at the Legislative Visit on July 17th.
- d. The Board of Education Self-Evaluation was distributed to the Board with a cover sheet explaining directions. Ms. Childs will follow up with an email.

VII. ASKCC STUDENT REPORT

None.

VIII. STATE REPORT

- a. Trustee Marquez shared that Education Secretary Linda McMahon confirmed that the education department will carry out the reduction in force to promote efficiency and accountability.
- b. The Workforce Pell grants are now enacted into law.
- c. There is a review going on regarding the participation of undocumented individuals in Adult Basic Education and Perkins Career and Technical Education programs. Institutions should
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consider what existing verification processes they have in place and whether changes will need to be made, considering these developments.

- d. The Board can go online and get updates from the Association of Community College Trustees (ACCT) if they would like. The Oregon Community College Association (OCCA) is a member of ACCT and attends ACCT weekly update meetings. Dr. Gutierrez shared that he receives updates and tracks ACCT also.
- e. OCCA is asking to protect Title II funding. The unexpected federal funding freeze and proposals jeopardize adult basic education. The cuts would dramatically reduce access to GED prep, English language acquisition, and workforce training for more than 13,000 Oregon adults. Dr. Gutierrez shared that KCC lost 60K in that area.
- f. Trustee Jensen shared that there will be an OCCA in September in Salem. This will be similar to an orientation. Trustee Jensen shared that he would be involved.

IX. FOUNDATION REPORT

- a. Executive Director Guest shared that the Foundation has signed a contract with Awardspring, which helps with scholarship and money management. It is exciting to take the operations to the next level. VP Massie will be returning next week.

X. INFORMATIONAL AND ACTION ITEMS

XI. RECESS REGULAR MEETING

XII. EXECUTIVE SESSION (Pursuant to ORS 192.660 (2)(a)(b)(d))

The Board recessed at 6:50 pm,

Executive session convened at 6:55 pm.

An executive session was called under; ORS 192.660(2)(a), which allows the Board to consider the employment of a public officer, employee, staff member or individual agent; ORS 192.660(2)(b), which allows the Board to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request and open hearing, and ORS 192.660(2)(d), which allows the Board to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

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

There was an update on labor negotiations.

There was an update regarding college personnel.

XIII. RECONVENE REGULAR MEETING

A. Presidential Vacation Leave – Action Item

Motion: To extend the Presidential vacation leave for Dr. Gutierrez to an additional 5 days per year beginning July 1, 2026.

Motion by: Richard Harrington

Second by: Raymond Holliday

Discussion: None.

Public Comment: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

Motion: To adjust the 2026-2027 schedule to allow the president a 30-day block of leave uninterrupted.

Motion by: Misty Buckley

Second by: Raymond Holliday

Discussion: None.

Public Comment: None.

Action: Misty Buckley, yay; Raymond Holliday, yay; Kate Marquez, yay; Linda Dill, yay; Richard Harrington, yay; Kenneth DeCrans, yay; Dave Jensen, yay.

Motion passed. Unanimous approval.

XIV. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Trustee Dill shared she was at a business, and a younger man in his 40s had on a KCC t-shirt. He shared he was taking the cybersecurity one-year program and made it.
- Trustee Buckley inquired if Gerry O’Brien did work for the Herald and News. She recommended an article about the Mills and how they help each other, as Chair DeCrans had shared prior to the meeting.
- Trustee Marquez shared “The Other Oregon” and that it would be a good magazine to be published in, along with “The Ag Mag”. Trustee Holliday shared that the Southern Oregon Magazine would be a good magazine to try to get into.
- Trustee Jensen shared that OCCA would like to get some pictures from the Legislative Summit to an article. OCCA will be getting a hold of Ms. Childs. Gerry will be doing a press release that can be shared with OCCA.
- Dr. Gutierrez shared that Medford picks up stories on KCC quite a bit.
- Chair DeCrans shared that KCC Athletics will be having their very first golf tournament fundraiser on August 15th at 8:00. There will be 4 member teams. The Running Y sponsored the entire event.

B. Public Participation

- None.

XV. FUTURE ISSUES

- None.

XVI. NEXT MEETING

A. Board Retreat: August 22, 2025, Running Y Resort, Boardroom

B. Scheduled Board of Education Meeting: September 23, 2025, Founders Hall Boardroom

XVII. ADJOURN

Chair Jensen adjourned the meeting at 7:37 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary