



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

Board of Education Retreat, Running Y Resort
Friday, August 22, 2025 8:30 AM – 4:30 PM

NOTES

I. CALL TO ORDER

Chair DeCrans called the Board of Education Retreat of the Klamath Community College Board of Education to order at 8:30 a.m.

Members Present: Dave Jensen, Misty Buckley, Raymond Holliday, Kate Marquez, Linda Dill, and Kenneth DeCrans.

Members Absent: Richard Harrington (excused).

Staff Present: Dr. Roberto Gutierrez, President; and Shannon Childs, Secretary to the Board.

Guests: David Cauble, CEO Sky Lakes Medical Center; Victor Rios, KCC Director of Institutional Research; Denise Reid, KCC VP of Administrative Services.

8:30 a.m. Welcome and Overview by Kenneth DeCrans, Board Chair and President's Remarks by Dr. Gutierrez, President

- Chair DeCrans welcomed the Board to the Retreat.

9:00 a.m. Board Self-Evaluation for 2024-2025

- Chair DeCrans reviewed the compilation of the self-evaluation for 24-25 as distributed in the binder. The Board reviewed the self-evaluation section by section.
- It was suggested to have a review of the protocol for Zoom or Teams meetings, such as hand raising.
- Bill Jennings was given high credit and appreciation for his involvement in presenting the Board Policies through the Board of Education.
- It was encouraged to keep an eye out for the home school communities, which may be a moving piece in the coming years.
- It was suggested to consider having graphical evidence at the Board Budget approval meeting of how each section connects to the mission and strategic plan. This may not be on all programs, just highlighting a few programs that are doing well and how they are meeting the mission and the goals. The notes at the bottom of each page cover many of the details. Dr Gutierrez shared that the Contribution Margin Analysis (CMA) may be highlighted at the budget approval meeting if the Board is interested.
- There were positive discussions on how Klamath Community College is not reactive. The hard work is done up front in budgeting.
- If the Board feels like there are good ideas for events for the KCC Foundation, Chair DeCrans and Trustee Jensen can take recommendations.
- It was asked to go over the budget that goes in the Board Packet every month. This can be an occasional update.
- It was asked to occasionally review how to read and review the enrollment page that go to the Board meetings.
- It was talked about to read the college mission statement right after the pledge at every meeting. Each Board member can rotate reading it after the pledge at each meeting.
- Dr. Gutierrez shared that the college accreditation was reaffirmed.

10:15 a.m. Break

10:30 a.m. Sky Lakes Medical Center by David Cauble, CEO

- Introductions were made. Dr. Gutierrez shared the strong relationship he has with David Cauble and Sky Lakes Medical Center.
- David Cauble presented a PowerPoint to the Board highlighting the mission and vision of Sky Lakes Medical Center. The PowerPoint presentation included information on independent care close to home, the present reality of healthcare in the Klamath Basin, impacts, community health and well-being, partnerships, and fundamental change in structure/character or condition.
- It was noted that Sky Lakes hires KCC Nursing students right out of the program. The surgical tech program will deliver to both Sky Lakes and other parts of the state. Oregon Tech's medical imaging program is unique. There is a national draw to the program. Because students get externships, the hospitals they go to recruit them. This is competitive. There was a conversation on various programs and where students tend to go after graduating from programs. It was noted that Oregon Tech is more of a statewide program. KCC is more local. Local students tend to like to stay in the area, whereas Oregon Tech students may leave after to return to locations around the state.
- Employment and local industry were discussed. Many specialties are "supply and demand". Nursing students get a 6-month residency at Sky Lakes. They get to rotate between departments in cohorts. This is helpful to keep nursing local; however, some areas are specialized, and traveling nurses are still used as they are positions that are hard to recruit for.
- Options for rural communities and rural providers were discussed. Air service out of Klamath Falls would benefit health care to be able to travel to treatment centers.
- Sky Lakes does have a portion of its budget to invest in community projects. Merit Driscoll is the contact for ideas.
- Champions to promote what a great community Klamath is would help change the culture of the community.

11:45 a.m. Lunch

- The meeting was recessed for lunch.

1:15 p.m. KCC Data Presentation by Victor Rios

- Dr. Gutierrez shared that how the college is funded has changed, and Mr. Rios' presentation was going to cover where KCC is in the change.
- Victor Rios, Director of Institutional Research, presented a PowerPoint. Information in the presentation included a state funding overview and community college distribution model information. The community college model information included information on the three component formula: base and categorical; full-time equivalent enrollment (FTE) enrollment, and student support/success defined.
- It was clarified that FTE is from the state. Colleges under 1000 FTE get additional funding. There is a cap for colleges that grow too fast as a safety mechanism. There is a maximum of 4 points per student in student support. There is a maximum of 3 points per student in student success.
- It was asked how many students have received PELL grants. It was clarified that the student is affected by the change of PELL, as they get the funds over the amount of the cost of classes.

2:15 p.m. Break

2:30 p.m. Upcoming Projects

- Dr. Gutierrez introduced VP Denise Reid to present information. VP Reid shared that many forums took place to bring together ideas. Cabinet met and had a utilization analysis summary.

The planning firm was then met with to give ideas. The process continues to go back and forth to determine needs. VP Reid shared pictures of what OPSIS has come up with to get input from the Board. Dr. Gutierrez shared that OPSIS was hired to be third party and non-biased.

- The Underutilized Classroom Chart was reviewed. There are 5 classrooms that have been deemed underutilized. VP Reid will follow up with the key on the chart and inquire about what the green spaces are.
- The Office Utilization information was shared. It was discussed whether space could be used for an office.
- The 5 Year Campus Improvements chart was reviewed.
- The 10 Year Campus Improvements chart was reviewed.
- The Building 3 Plan was reviewed. The Art Lab Renovation was highlighted. The Ag lab is being considered for a science lab.
- The Building 4 Plan was reviewed. Possibilities of future changes were shared. There was an inquiry about whether there could be water in the future locker room and shower room. There was concern that there was a reinforced floor.
- The Building 9 1st Floor Plan, possible future changes were reviewed.
- The Building 9 2nd Floor Plan, possible future changes were reviewed.
- It was noted that a lot of the space moves were just moves with small modifications. There were not a lot of areas that would need remodeling, just moving. The cost will need to be considered.
- VP Reid gave an update on Cosmetology. 6 qualified firms submitted bids. After meetings, BBT was selected to move forward. The contract can start to be put together after the 7 days of posting.
- VP Reid gave an update on Childcare. The construction pre-bid meeting was held last week. 25 contractors came for the meeting. The bids will be due two weeks from the meeting date.

3:30 p.m. President's Annual Goals

- Dr. Gutierrez shared some thoughts on how to improve the community with the resources the college has, not just KCC students. Dr. Gutierrez discussed the history of aviation and the previous plans of airframe maintenance, which did not come through. The vision for future possibilities for aviation was discussed, including partnerships, purchasing an aircraft with PureFlight, and KCC involvement. Security will need to be considered. Meetings are coming up with the city, and Alison Plummer, PureFlight CEO. This would help with rural community access.
- Dr. Gutierrez shared that the lack of local housing is holding up economic development. Badger Village was discussed. There are preliminary conversations with possibilities not involving fundraising from KCC.
- Dr. Gutierrez shared information on the loss of the HEP grant, specifically for the underserved and multicultural populations. KCC is making a measurable plan to serve these students. The TRiO grant was almost lost, however just got funded. The grants are not reliable in the current climate, and the College needs to plan accordingly.
- Dr. Gutierrez has been looking into Artificial Intelligence (AI) and how KCC can get ahead of this. KCC, in working with Oregon State University (OSU) in developing an AI program. The Board discussed the consideration that OSU had an AI thinking group that KCC may want to join. Dr. Gutierrez shared that KCC is working directly with the OSU administration. Dr. Gutierrez shared that KCC would like to utilize OSU faculty and students to assist in the program. KCC is talking about a 2-year degree in AI. This is at the 30K foot right now. There will be a start of training for employees. The Board asked for more information on what OSU is doing with AI. Dr. Gutierrez shared that KCC is going to start with the training of employees. Someone will be hired to help KCC to start working on this.
- Dr. Gutierrez shared that there is a staff union, and recommended adding having a successful staff union contract to his goals.

- This next year will be the start of the next Strategic Plan.
- Dr. Gutierrez shared that he was thankful for the thought of his being nominated for the Howard Cherry Award and shared why he was not going to accept the nomination.
- Dr. Gutierrez asked that the Board consider these items when developing his goals.
- Chair DeCrans reviewed the 24-25 Presidential goals.
- Goal a: Continue Building the International Program in the Community so that it Could Enroll a Total of 5 Students. Dr. Gutierrez asked to look at this at a future meeting. Chair DeCrans shared that it could stay at this time.
- Goal b: Continue with the Implementation of the Bachelor of Science Nursing (BSN). Dr. Gutierrez shared that the curriculum is being worked on to be implemented in the fall. The Board agreed to keep this.
- Goal c: Complete the Upcoming 2025 KCC Accreditation Visit. The Board agreed to remove this goal as complete.
- Goal d: Continue to Enhance Relationships with Native American Students/Community Towards a 6% Demographic Representation of all Student. Dr. Gutierrez shared that he would like to share a vision for multicultural in the future for this goal. Chair DeCrans shared that he would like more information on what degree fields this demographic is looking into. Maybe KCC should consider having this goal continue with the inclusion of trades. Dr. Gutierrez shared that at this time, the goal is being measured with credit students. The Board recommended that it be a representation of credit, non-credit, and overall.
- The Board discussed that adding a union goal would be important.
- Dr. Gutierrez reiterated that he wanted to continue working with the underserved. The Board agreed this did not have to be a goal; however, it was in Dr. Gutierrez's plan and the culture of the College.

2025-2026 President's Goals

Goal a: Continue Building the International Program in the Community so that it Could Enroll a Total of 5 Students.

Goal b: Continue with the Implementation of the Bachelor of Science Nursing (BSN).

Goal c: Continue to Enhance Relationships with the Native American Community and Monitor Data for Credit and Non-Credit Courses for Annual Board Review.

Goal d: Secure a Union Contract with the Classified Staff in Support of the College Mission.

Goal e: Initiate and Complete a New College Strategic Plan in Consultation with Internal and External Stakeholders.

Goal f: Initiate the Implementation of Artificial Intelligence for College Employees and Students.

Trustee Jensen shared that if the Board would like to attend the OCCA Board Leadership, they need to get ahold of Shannon Childs.

Chair DeCrans adjourned the meeting at 4:30 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary