



MINUTES

I. CALL TO ORDER

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

Members Present: Kenneth DeCrans; Jason Flowers; Kate Marquez; Dave Jensen; Michael Fitzgerald; and Crystal Rice, Non-voting Board Member, ASKCC President. A quorum was confirmed.

Members Absent: Helen Petersen (excused).

Staff Present: Dr. Roberto Gutierrez, President; Tricia Fiscus, Vice President; Jamie Jennings, Vice President; Bill Jennings, Vice President; Charles Massie, Executive Director; Michael Swanzy, Executive Director; Lacey Jarrell, staff; Kathleen Walker-Henderson, staff; Dale Severns, staff; Kaitlyn Sanchez, staff; and Shannon Childs, Secretary to the Board.

Guests: Kaitlin Hakanson and Margaret Justus.

II. BOARD REORGANIZATION

- A. Oath of Office for Newly Elected/Nominated Board Members
Chair DeCrans gave the Oath of Office to Jason Flowers.

III. SHOWCASE

Dr. Gutierrez introduced Charles Massie, Executive Director External Programs.

Executive Director Massie introduced Michael Cargill, Director of Workforce Development. Director Cargill introduced his team including Hermina Ceron, STEP (SNAP Training & Education Program) Coordinator and Jocelyn Amaya, TANF (Temporary Assistance for Needy Families) Jobs Program Coordinator. Director Cargill shared the importance of the programs, specifically in current times, as it gives opportunity to those who may otherwise be left behind.

Coordinator Amaya presented the information as handed out. The PowerPoint reviewed the Job Opportunities and Basic Skills (JOBS) Program; and the Support for Expecting and Parenting Student (STEPS) program. Trustee Marquez asked Coordinator Amaya to speak to the childcare gap and ideas of how to bridge the gap in Klamath Falls. Coordinator Amaya shared that Klamath County is considered a childcare desert due to the lack of care available. The needle has been pushed a little, working together with community partners. There has been work to find alternatives for childcare, such as childcare in homes. KCC has worked with the Early Childhood Education Program. Coordinator Amaya shared that they partner with TRiO and work in conjunction with TRiO, however they are not directly part of the program.

Coordinator Ceron presented the information as handed out. The PowerPoint reviewed the Supplemental Nutrition Assistance (SNAP) Training and Employment Program. Trustee Marquez inquired on the percentage of males versus females in the program. Coordinator Ceron shared that about 80% are single mothers. Trustee Fitzgerald inquired how people are aware of the program. Coordinator Ceron shared that she recruits by sharing brochures in local communities and with partners, including Klamath Works,

Goodwill, Oregon Employment Department, Department of Human Services, and the Tribes. Pre-COVID there were also monthly meetings. There is very close work with Student Services on campus. Trustee Marquez inquired what Coordinator Ceron would do with more money. Coordinator Ceron shared she would expand the program. Executive Director Massie shared that the budget is not entirely up to KCC. This is a consortium of colleges working with the SNAP programming services across the state. Dr. Gutierrez added that the Foundation and Grants was put in the same division to be well informed on fiscal needs for these types of programs. Dr. Gutierrez added that this is a very important population that KCC is proud to serve.

Chair DeCrans thanked Cathy Saunders and her class for joining the meeting this evening.

IV. CONSENT AGENDA

- A. Board Minutes (Regular Meeting January 26, 2021)
- B. Personnel Action
- C. Administrative Reports
- D. Appropriated Objects (Financials)
- E. Enrollment Dashboard

Motion: To accept the consent agenda as presented.

Motion by: Dave Jensen

Second by: Kate Marquez

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

V. ADOPTION OF AGENDA

Motion: To adopt the agenda as presented.

Motion by: Michael Fitzgerald

Second by: Jason Flowers

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval.

VI. PRESIDENT REPORT

- a. Dr. Gutierrez shared information on the default rate. The College is accredited through Northwest Commission on Colleges and Universities (NWCCU), because of that accreditation, the College has the authority to distribute federal financial aid. About 8-9 years ago, there was an issue with students defaulting on their loans. Once the College is at 30% for 3 years in a row, there is no longer authority to distribute financial aid. The College took a proactive role to get this rate down. Dr. Gutierrez introduced VP Bill Jennings to share further information on the new draft default rate. VP Bill Jennings shared that the current draft rate for KCC is 15.8%. VP Bill Jennings explained that KCC has taken a very active role in entrance and exit counseling to assist with the reduction of the rate. There are serious considerations to students understanding debt management. Trustee Jensen reflected on when the loans were with the banks, prior to being given over to the colleges, to manage without training. Trustee Fitzgerald shared that the College has moved from just filling seats to student success.
- b. Dr. Gutierrez reviewed the handout on the Klamath Tribal Interactions and Partnerships. The College is taking a pro-active role in working on relationships with Klamath Tribes. The handout included information on Tribal Health, Central Oregon Community College Klamath Community College is an Equal Opportunity Educator and Employer.

inquiry on serving Klamath Tribes, Oregon Community Foundation (OCF) grant, KCC Workforce Innovation and Opportunity Act (WIOA) work with tribal youth, and KCC Klamath Center for Education and Training (K-CET) GED (General Education Development) programming at Chiloquin High School. Dr. Gutierrez further shared a grant application for a quarter million dollars to help tribal youth with fire training.

- c. Dr. Gutierrez reviewed the handout Community College Capital Construction, Pursuing Equity by Providing Article XI-G Matching Funds. Dr. Gutierrez expressed the importance in moving forward with the Childcare Center. Dr. Gutierrez has been working with state legislature on the match requirements on grants, which is currently 50%. Dr. Gutierrez shared this is unequal around the state and there are access problems. The handout is a draft of what has gone to education sub-committee. The bottom of the document reflected schools and what monies have not been matched. This may be recommended to committee; however, it was shared that it needed to be cleaned up first, prior to looking at new projects, which would include the Childcare Center. Trustee Marquez inquired if it may be tiered. Dr. Gutierrez is hearing that this may be a one-time monetary allocation.
- d. The College had implemented a hiring freeze several months ago when COVID hit for budgetary issues. Of the majority of other community colleges, KCC has come out of this better than most. The College is undoing the hiring freeze at this time.
- e. Chair DeCrans asked that the Board sign the letter for Al King prior to the end of the meeting.

VII. ASKCC STUDENT REPORT

- a. ASKCC President Rice shared updates. The blood drive was very successful. The meet and greet was also successful, with a lot of student participation. Interviews for ASKCC are taking place tomorrow and there will be an update at the next meeting.

VIII. STATE REPORT

- a. Trustee Marquez shared that the state revenue forecast is due tomorrow. At the state level, a bill in Salem is the second chance pell, to serve those who can now qualify for federal student loans. At the County level, March 18th is the last date for candidates to file for Board positions. Trustee Marquez shared who has filed so far. So far Kate Marquez has filed for zone 1, Kaitlin Hakanson and Richard Harrington for zone 7, Cameron Despain filed for zone 5.

IX. FOUNDATION REPORT

- a. Executive Director Massie shared that the right now there is a lot of reporting out of activities. Chip shared that there was a good reaction to the Sunday paper. The new fire truck was in Sunday's paper also, which was approved at the Foundation. The Board has endorsed the idea of a backyard makeover as a fundraiser to take the place of the gala this year. The KCC construction program has made various items. They are hoping to hire a landscape designer to help and then to be able to outfit someone's backyard with all the items. The plan is to kick this off in April for the raffle in May. Executive Director Massie may bring raffle tickets to the Board to sell or purchase.
- b. There is an importance to re-funding the Education, Access and Opportunity grant fund that the Foundation starting for those students who were not eligible for FAFSA. The Foundation Board is looking at seeding it with \$5,000. There is excitement to get it going. The apprenticeship students do not get the level of support as other students and there are hopes to assist in support there.
- c. Board Member terms are being finalized through policies and procedures. The Foundation is also being moved to its own QuickBooks system, which is now coming
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together. The Foundation will have its own reports to be able to manage funds more actively.

- d. Chair DeCrans shared that there were a couple of donations, such as the fire truck from Fire District 4. Radios and gear were donated from the Chiloquin Fire Department. There was a vehicle donation from one of the facilities staff members, which was given to automotive to fix up and got donated back to the school. Chair DeCrans gave thanks to all who have donated.

X. INFORMATIONAL AND ACTION ITEMS

- A. Northwest Commission on College and Universities Mid-cycle Evaluation Report and Virtual Site Visit April 19-20, 2021 – **Information Item**

Dr. Gutierrez explained that every seven years the College gets a visit from accreditors. The next item coming up is the mid-cycle 3-year review. Dr. Gutierrez shared that the Board Policies will need to be reviewed. Dr. Gutierrez will work with Chair DeCrans and General Counsel for updates. VP Jamie Jennings presented the guidelines for the mid-cycle evaluation; mission fulfillment, student achievement, programmatic assessment, moving forward, and addendums (where applicable). The site visit will be virtual this year. Trustee Fitzgerald shared that in the last 7 year review the Board was interviewed. VP Jamie Jennings shared that the Board will not be interviewed for the mid-cycle, however Board members are generally interviewed at the upcoming 7-year review.

- B. COVID Update – **Information Item**

Executive Director Swanzy gave an update to the Board. There has not been any transmission of COVID cases on campus. It was noted that there is good work continuing at the College.

Chair DeCrans called a 5-minute recess at 7:16 pm.

XI. RECESS REGULAR MEETING

XII. EXECUTIVE SESSION (Pursuant to ORS 162.660 (2)(e))

Chair DeCrans called the meeting to Executive Session at 7:25 pm under ORS 199.660 (2)(e) which allows the Board to conduct deliberations with person designated by the governing body to negotiate real property transactions.

Kenneth DeCrans; Jason Flowers; Kate Marquez; Dave Jensen; Michael Fitzgerald; Crystal Rice; Dr. Roberto Gutierrez; Michael Swanzy; Tricia Fiscus; Lacey Jarrell and Shannon Childs were present for Executive Session.

XIII. RECOVENE REGULAR MEETING

Chair DeCrans reconvened the meeting at 7:55 pm.

- C. Land Purchase – **Action Item**

Motion: To approve the purchase of the land at 3421 Highway 39, tax count numbers as shown in packets.

Motion by: Dave Jensen

Second by: Jason Flowers

Discussion: None.

Public Comment: None.

Action: Motion passed. Unanimous approval

XIV. BOARD DISCUSSION AND PUBLIC PARTICIPATION

A. Board Discussion

i. Board Comment

- Trustee Fitzgerald inquired with Dr. Gutierrez’s contact with Senator Merkley’s office. Dr. Gutierrez clarified that they have a new regional individual who wanted to get to know Dr. Gutierrez and the vision of the institution. It was a good meeting.
- Dave Jensen inquired if there has been moved on the Veterans Aviation program. Executive Director Swanzy shared that at this time there has not been a response. There is not a substantive update at this time. Trustee Marquez suggested talking about this with Merkley and/or Wyden.
- Trustee Fitzgerald inquired on the status of the relationship with South Lake County. Dr. Gutierrez shared that we are working with them. They are providing a person at their expense to continue limited services in Lakeview. During COVID the personnel was laid off, as it is not appropriate to serve a non-taxing district at the expense of a taxing district. They were used to getting service, so now they are working amongst themselves to have someone over there. The College is no longer subsidizing South Lake.

B. Public Participation

- Margaret Justice addressed the Board of Education as a current KCC student. She shared that the College has decided to drop Math 60/65. She will have to jump from Math 20 to Math 70. She feels that the College is setting the students up to fail (at least 4 in TRiO that she is aware of), which is not what KCC does. She asks that the College reconsider this decision. She does not see how students can make the jump from 20 to 70, without other options. Margaret Justice has concerns about being able to pass the next class and thanked the Board for their time. Dr. Gutierrez shared that the College will look into this and get back to Margaret Justice. Dr. Gutierrez will also update the Board.

XV. FUTURE ISSUES

- None.

XVI. NEXT MEETING

A. Scheduled Board of Education Meeting: March 16, 2021, Founders Hall Boardroom

XVII. ADJOURN

Motion: To adjourn.

Motion by: Kenneth DeCrans

Chair DeCrans adjourned the meeting at 8:07 pm.

Respectfully submitted by:

Shannon Childs

Klamath Community College

Board of Education Secretary