

Minutes

Trustees Present:

Chair Lisa Graham	Bill Goloski	Jill Mason
Vice Chair Steve Sliwa	Jessica Gomez	Dan Peterson
Jeremy Brown	Kathleen Hill	Paul Stewart
Melissa Ceron	Chris Maples	

University Staff and Faculty Present in Klamath Falls:

Matt Beekman, Assistant Professor, Natural Science
Barb Conner, Director of Retention
Mark Dodson, Basin United Soccer
Tom Eichelkraut, Assistant Women's Soccer Coach
Erin Foley, VP of Student Affairs/Dean of Students
Bo Johnson, Athletic Trainer
Jack Kegg, Head Track and Field and Cross Country Coach
Scott Meredith, Head Women's Basketball Coach
Michelle Meyer, Interim VPFA
Matt Miles, Head Baseball Coach
Matt Munhall, Head Men's Soccer Coach
Mark Neupert, Department Chair, Humanities and Social Sciences
Justin Parnell, Associate Head Men's Basketball Coach
Brandon Porter, Head Women's Soccer Coach
Tracy Ricketts, AVP Development and Alumni Relations
Paul Rowan, AVP ITS
Greg Stewart, Women's Softball Coach

University Staff and Faculty Present in Wilsonville:

Lita Colligan, AVP Strategic Partnerships
Abraham Furman, Associate Professor, Clinical Lab Sciences
Hugh Jarrard, Associate Professor, Emergency Medical Services Management
Jamie Kennel, Associate Professor, Paramedic Education Program Director
Laura McKinney, VP Wilsonville
Di Saunders, AVP Communications and Public Affairs
Larry Wolf, Professor, Mechanical Engineering Technology

1. Call to Order/Roll/Declaration of a Quorum

Chair Graham called the meeting to order at 1:06pm. The Secretary called roll and a quorum was declared. **Trustee Hill** joined the call at 1:09pm.

2. Consent Agenda

2.1 Approve Minutes of the October 9, 2015 Meeting

Trustee Stewart moved to approve the consent agenda. **Trustee Peterson** seconded the motion. With all Trustees present voting aye, the motion passed unanimously.

3. Action Items

Chair Graham clarified that Action Items are usually reviewed by a committee prior to being on the full board agenda; however, the following will be heard for the first time by the whole board.

3.1 Recommendation to Higher Education Coordinating Commission to Approve the Bachelor of Science in Mechanical Engineering Degree to be Offered at the Wilsonville Campus

Provost Burda explained the proposal to offer the Bachelor of Science in Mechanical Engineering Degree at the Wilsonville Campus was submitted to the Provost's Council for approval more than a year ago, when the university was under OUS governance. After Oregon Tech addressed Portland State University's (PSU) concerns and entered into a Memorandum of Understanding with PSU, the Provost's Council recently approved the amendment. Now that the university has its own governing board, HECC is requiring board approval to put the item on the HECC agenda.

Discussion regarding the accreditation requirement for academic programs offered on different campuses to have the same faculty credentials, laboratories, etc. to offer students the same quality education. **Provost Burda** noted academic programs are reviewed annually on a cost revenue basis and research shows there is a substantial market for the BSME degree in the metro area; this is an evening and weekend program which will not be in direct competition with PSU's program.

Provost Burda gave an overview of the expected financial implications: the only increase in faculty at Wilsonville is for a Program Director (\$130K w/OPE), the target is 120 students over 4 years, costs for laboratories is low and should only involve rescheduling and repurposing existing space. The program is expected to be in the black within 18 months. **Board consensus for staff to: address how the program fits and supports the university's mission and strategic plan, identify the program goals, and show the financial analysis including the cost of equipment, faculty and number of students, when a new program is proposed in the future.**

Trustee Sliwa moved to recommend to the Higher Education Coordinating Commission to approve the Bachelor of Science in Mechanical Engineering Degree to be offered at the Wilsonville Campus. **Trustee Brown** seconded the motion. With all present voting aye the motion passed unanimously.

4. Public Comment

Chair Graham took Public Comment out of order on the agenda to allow interested parties to comment prior to the Board hearing and taking action on Item 3.2. There was no public comment in Klamath Falls or Wilsonville; however, prior to the meeting Trustees received copies of all written correspondence submitted to the Board Secretary.

3.2 Request for Approval of the Capital Budget of \$2,019,277 to Continue the Design and Construction of the Soccer Field Project

Athletic Director Schell summarized the soccer field project as outlined in the agenda report; he added that the synthetic turf is expected to last between 16-18 years and clarified the repayment amount is \$2.68 million of which approximately \$900,000 represents interest. He affirmed that the soccer project is the only use which Oregon Tech can apply these funds to or they must be returned to the state, and added that the funds must be spent by 2017 and the annual debt service payments of approximately \$131,000 are budgeted. He explained the urgency of the project as the desire to complete the project by the beginning of the soccer season, fall of 2016, and the need to work in the limited construction season.

Discussion regarding Oregon Tech not receiving state funds for athletics; the difference between university operating funds and auxiliary funds; expenses for athletics being paid for by student fees, income from ticket sales, foundation funds, and lottery funds; the funds transferred from the University's general fund to the auxiliary fund covering coach and staff salaries; how overspending is addressed in an auxiliary fund; and the high GPAs of athletic teams at Oregon Tech. **Trustee Stewart** confirmed that the three projects identified in the original proposal were approved by OUS prior to Oregon Tech Board's existence and two projects were accomplished using auxiliary funds.

Discussion regarding the origin of the bond funds, the unlikelihood of the availability of similar funds, and the likelihood of the university issuing its own debt in the future. **Chair Graham requested staff identify the specific date by which the goods and services must be received under this bond.**

Discussion regarding the process to retain funding if construction extends beyond the three year window, any expected issues with underground utilities, the accommodation of most activities on the artificial turf, and why the funds would not be spent on tennis court or swimming pool rehabilitation.

President Maples addressed the other benefits of the project including creating a campus where students want to remain, having university teams come to our campus, increasing the diversity of students, advertising opportunities, alumni and student engagement, and development in a broader context. He stated that Finance has been working on transparency and in the past the financing of auxiliary projects have not been taken to the campus community or talked about in detail. Part of the process going forward will be to communicate early-on about the auxiliary funded projects. **Vice Chair Sliwa** explained that the university is looking for a master planning firm to aid in drafting a Facilities Master Plan and the process will include stakeholders' comments.

Trustee Gomez requested the President inform the Board about projects or issues that might rise to a Board issue.

Discussion regarding the content of the Board’s adopted Resolution on shared governance and the need to follow the principles and values regarding communication and transparency. **Trustee Stewart** stated there was no intent to circumvent the shared governance process and questioned the implied idea of denying the project based on the document.

President Maples stated he will work with the AVP of Marketing and Communications to outline processes to better communicate with all campus constituencies. Discussion on holding another meeting to allow the President to address entities on campus; engaging with other entities on campus so they have an opportunity to make input other than direct to the board. **Chair Graham** brought up the financial responsibilities of the board; including costs and projections on how the bonds and interest will be paid. Discussion on postponing to acquire additional financial information rather than postponing a decision because an ideal process wasn’t followed.

Trustee Gomez moved to approve the capital budget of \$2,019,277 to continue the design and construction of the soccer field project. Trustee Mason seconded the motion.

Trustee Peterson worries about the message that this sends. **Chair Graham** stated there is a request for a communication plan. **Trustee Ceron** recommended a strong communication plan to the students explaining how this project does or does not affect them. **President Maples** stated there could be one general communication plan and two specific to faculty and students.

Discussion regarding location of field given the lack of a long range plan and the impact on future needs for structures. **Trustee Peterson requested to see the breakdown of funds from the Education and General budget to the Athletics Auxiliary budget.**

Secretary called for a voice vote

Trustee	Yes	No
Jeremy Brown	X	
Melissa Ceron	X	
Bill Goloski		X
Jessica Gomez	X	
Chair Lisa Graham	X	
Kathleen Hill		X
Jill Mason	X	
Kelley Minty Morris	Absent	Absent
Celia Núñez	Absent	Absent
Dan Peterson		X
Steven Sliwa		X
Paul Stewart		X
Fred Ziari	Absent	Absent

Motion failed 5-5.

Trustee Stewart moved to table the item until the February 22-23, 2016 board meeting, allowing the President time to implement a communication plan as discussed. **Vice Chair Sliwa** seconded the motion.

Trustee Stewart amended the motion to include the approval of time and material contract not to exceed \$150,000 for design and engineering services. **Vice Chair Sliwa** seconded the amended motion.

Discussion regarding motion.

Final Motion moved by Trustee Stewart and seconded by Vice Chair Sliwa: Table agenda item 3.2 until the February 22-23, 2016 board meeting, allow the President to implement a communication plan regarding the soccer project and process, and approve a time and material contract not to exceed \$150,000 for design and engineering services. With all Trustees present voting aye, the motion passed unanimously.

5. Other Matters

Chair Graham stated the Board is continuing to identify candidates for the vacant Trustee position and will follow the process outlined in the policy for recommending candidates for at-large board positions.

Chair Graham stated she will meet with President Maples next week to discuss his employment contract. A closed executive session will be scheduled for the February 22-23, 2016 meeting to discuss his performance evaluation.

6. Adjournment

Trustee Stewart moved to adjourn the meeting. **Trustee Peterson** seconded the motion. **With all Trustees present voting, aye the motion passed unanimously. The meeting adjourned at 3:36pm.**