

Board of Trustees Minutes

Trustees Present:

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|-------------------------|---------------|--------------------|
| Lisa Graham, Chair | Fred Ziari | Dana Henry |
| Steve Sliwa, Vice-Chair | Dan Peterson | Christopher Maples |
| Kelley Minty Morris | Celia Nunez | Jessica Gomez |
| Jeremy Brown | Kathleen Hill | Paul Stewart |
| Melissa Ceron | Gary Johnston | |

University Staff and Faculty Present:

Mateo Aboy, Assoc. Provost, VP for Research
Brad Burda, Provost, VP for Academic Affairs
Lita Colligan, Assoc. VP for Strategic Partnerships and Government Relations
Erin Foley, VP for Student Affairs and Dean of Students
Sandra Fox, Board Secretary
Paul Rowan, Assoc. VP of Information Technology Services, Chief Information Officer
Mary Ann Zemke, VP for Finance and Administration
LeAnn Maupin, Dean of Health and Applied Sciences
Marla Edge, Director of Academic Agreements
Robyn Cole, Faculty Senate President

Others Attendees:

Holly Dillemoth, Herald and News Reporter
Stacey Halvorsen, ASOIT Administrative Officer
Kristi Redd, Oregon Tech Foundation Member
Dick Siemens, Oregon Tech Foundation Member

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

Chair Graham called the meeting to order at 8:20am. The secretary called roll and a quorum was declared.

2. Opening Comments and Reports

2.1 Guests

City of Klamath Falls Mayor, **Todd Kellstrom** thanked the Board for their contribution, and appreciates the opportunity to continue working with the University. Doctor **Roberto Gutierrez**, Klamath Community College President addressed the Board and gave an overview of the issues facing education.

2.2 Oregon Tech Foundation Introduction and Overview

Associate Vice President of Development and Alumni Relations, **Tracy Ricketts** introduced the Foundation Board members attending today: **Kristi Redd** and **Dick Siemens**. She gave an overview of the mission and priorities of the Foundation, the development and alumni relations side of the university, the benefits of the Foundation, and current projects and accomplishments. Consensus that it is critical for Foundation Board and Board of Trustees to work together for the success of the university.

2.3 President's Report and Discussion

President Maples addressed the Board and gave an overview of higher education from a national and regional perspective. A trend is to coordinate with community colleges and high schools to make the transitions to our university seamless. Affordability, value, quality, convenience, are important to students and for the Board to consider when looking at tuition.

2.4 Legislative Session Update

Associate Vice President for Strategic Partnerships and Government Relations, **Lita Colligan** reviewed the activities in the legislature that will have an impact on the university, many of them fiscally: state funding, financial aid, preferences for veterans in registration, and employment conditions. She invited Trustees to advocate for the university in person. **Chair Graham** asked that the **Finance and Facilities Committee** look at the legislative strategy, mandated services, and ways the University might reduce costs.

2.5 Faculty Senate Report

Faculty Senate President, **Robyn Cole** explained they meet once a month and explained what the four committees within the Senate are and what they are working on: welfare (looking at faculty tracts and distance education), academic standards (looking at how colleges transfer in C- grades), retention promotion and tenure, and ad hoc (looking at the constitution and bylaws).

2.6 ASOIT Report

Association of Students of Oregon Institute of Technology (ASOIT) Administrative Officer, **Stacey Halvorsen**, explained the significance and makeup of the association and described many of the activities the association offers for students. There are Officers on the Wilsonville campus, also. There are two executive meetings and two general meetings.

2.7 Academic Quality and Student Success Committee Report

Trustee Brown stated the committee met yesterday and they discussed funding models, enrollment management, accreditation guidelines, and future agenda topics, and made a recommendation to the Board to approve the committee's charter.

2.8 Finance and Facilities Committee Report

Vice Chair Sliwa stated the committee discussed tuition and fees, and made a recommendation to the Board to approve the committee's charter; there was a presentation by the auditors letting the committee know it was a clean audit, and no issues or deficiencies were identified. He thanked the finance staff for their work. The committee also received updates on the 2015 and 2016 audit processes. He stated in the process of

transitioning governance the university will transfer an endowment fund to the Oregon Tech Foundation. The committee also discussed future agenda items and data requested to be collected.

2.9 Executive Committee Report

Chair Graham stated the committee reviewed the charter and recommended the Board approve, discussed recommended the board approve a resolution relating to the presidential contract, and received updates on interactions with HECC on mission alignment and board evaluation.

Break at 10:00am. Meeting reconvened at 10:15am

Consent Agenda

3.1 Approve Minutes

Trustee Minty Morris moved to approve the minutes from the January 21 and 22, 2015 meetings. **Trustee Gomez** seconded the motion. With all Trustees present voting aye, the motion passed unanimously.

3. Action Items

4.1 Approve and Sign Values Statement

Chair Graham read the Values Statement.

Trustee Johnston moved to approve the values statement. **Trustee Minty Morris** seconded the motion. With all Trustees present voting aye, the motion passed unanimously.

Consensus for the values to be part of the evaluation process for the board.

4.2 Adopt Board Policy on Delegation of Authority

Chair Graham explained the policy outlines the responsibilities of the Board and the President.

Trustee Johnston moved to adopt the Board Policy on Delegation of Authority. **Trustee Stewart** seconded the motion.

There was discussion regarding the proposed language referencing the law in section 3.0. Suggestion to remove first two sentences of the section.

Trustee Gomez motioned to table the vote. **Trustee Henry** seconded the motion. **With all members present voting aye, the vote was tabled.**

Legal counsel recommended amending Section 3.0 to read: "Board actions and resolutions shall be binding on the University, except as such board actions are later modified, replaced or repealed. Emergency and temporary Presidential actions may be binding on the University, except as such actions are later modified, replaced or repealed by the President or the Board. Any Board action or Presidential action may be implemented or enforced by the University."

Trustee Johnston modified his motion to adopt the Policy on Delegation of Authority with the amendment to Section 3.0 as proposed by legal counsel. Trustee Minty Morris seconded the modification. With all Trustees present voting aye, the motion passed unanimously.

4.3 Adopt Board Policy on Ethics and Conflict of Interest

Clarification that Trustees who live out of state are not required to submit an ethics form to the State.

Trustee Johnston moved to adopt the Board Policy on Ethics and Conflict of Interest. Trustee Minty Morris seconded the motion. With all Trustees present voting aye, the motion passed unanimously.

4.4 Adopt Board Policy on Categories of Authority

Section 2.3 Board Policies and Resolutions. Discussion regarding the reference to force of law. **Legal counsel** proposed the following amendment: While the Board's committees, President, and Oregon Tech President's Council play a role in the development and recommendation of Board Policies, such Policies may only be promulgated, amended or repealed by a majority vote of the Board. *In accordance with* Pursuant to Oregon Revised Statutes (ORS) 352.107(m), the Board may authorize *certain a* Board *Policies Policy* to have the force of law.

Section 3.1 Proposals to remove the bulleted list of specific job titles, change the word "will" to "may", and add "potential members of the council" and "but not limited to", in reference to the make-up of the President's Council. Proposal to replace "Policy Council" with "President's Council in the second paragraph. Proposal to add a requirement that the President's Council meet at least annually. Discussion regarding the difference between the President's Council and the President's Advisory Council. **Trustee Peterson** suggested using the President's Council as more than just a university policy reviewing/making body.

Sections 3.3, 3.4, and 3.5 Proposal to add language "unless the information is exempt from public disclosure as outlined in ORS 192.501 and ORS 192.502."

Section 3.5 Discussion regarding the procedure to approve University Policies and whether the President's Council would consider the OARs being adopted as University Policies. Proposal to amend the section to read "The President and President's Council will develop a procedure for considering and approving University policies. The procedure will be reviewed periodically by the Board." Discussion regarding the difference between Board Policies and University Policies.

Trustee Sliwa motioned to adopt the Board Policy on Categories of Authority with amendments to Sections 2.3, 3.1, 3.3, 3.4, and 3.5 as discussed. Trustee Minty Morris seconded.

3.6 Proposal to remove everything after the first sentence referencing a process to bring Policies and Resolutions to the President's Council for input.

Trustee Sliwa amended his motion to include an amendment to Section 3.6 as discussed. Trustee Minty Morris seconded the amended motion. With all Trustees present voting aye, the amended motion to adopt the Board Policy on Categories of Authority with amendments to Sections 2.3, 3.1, 3.3, 3.4, 3.5, and 3.6 as discussed, passed unanimously.

4.5 Approve Resolution on Shared Governance

Chair Graham walked the Board through the Resolution.

Section 3(d) Proposal to add “unrepresented, unclassified administrative” in the description of Administrative Council.

Trustee Johnston moved to approve the Resolution on Shared Governance at Oregon Institute of Technology with the proposed amendment. **Trustee Minty Morris** seconded the motion.

Discussion regarding Section 3(b) second paragraph, second sentence and how the staff, faculty and students give input to the President on the recommendations he makes to the Board.

Trustee Johnston amended his motion to change all references of “or ASOIT” to “and ASOIT”. **Trustee Minty Morris** seconded the amended motion. With all Trustees present voting aye, the motion passed unanimously.

4.6 Approve Resolution Authorizing the President to Repeal Administrative Rules and Adopt Certain Administrative Rules as University Policies

Secretary Fox stated that this resolution would allow the President to start the repeal process. Discussion regarding the difference between Board Policies and University Policies and the need to review the Administrative Rules and determine which category each Rule will fall under; this Resolution is a stop gap measure to adopt the Administrative Rules.

Trustee Johnston moved to approve the resolution authorizing the President to repeal administrative rules and adopt certain administrative rules as university policies. **Trustee Gomez** seconded the motion. The motion passed unanimously.

Trustee Hill exited the meeting at 11:30am.

4.7 Approve Resolution Authorizing Board Chair to Approve President’s Oregon University System Employment Agreement

Chair Graham explained the president’s contract with the state expires June 30, 2015 and that she and **Vice Chair Sliwa** have been in contact with the state regarding the modification of a contract which the university will inherit on July 1, 2015 to ensure the requirements are acceptable to the Board.

Trustee Johnston moved to approve the Resolution authorizing the Board Chair to approve the President's Oregon University System Employment Agreement. Trustee Ziari seconded the motion. The motion passed unanimously.

Discussion regarding the length of the contract, and the need to create and implement an evaluation process.

4.8 Endorse Recommended 2015-16 Student Tuition and Fees

Vice Chair Sliwa stated the Finance and Facilities Committee, at the April 6, 2015 meeting, recommended approval of the proposed tuition increase and requested staff conduct additional market analysis to assist the Board in making informed decisions in the future. He summarized the background information and the proposed increase. Issues to be considered when proposing tuition increases include the impact on the university from a financial perspective and the need to have a 5% fund balance, comparisons with other institutions, and student input. **Trustee Ceron** stated it is important, from the students' perspective, to have tangible investments when tuition is increased.

Discussion on the effects of buy down, the need to preserve the reserves, the need to grow by increasing revenue (enrollment) rather than cutting expenses (staff), keeping costs low to be competitive, increasing scholarship aid, and the findings of the Delaware Study.

Chair Sliwa moved to endorse a 5% base tuition increase and a differential tuition of 15% in specified Engineering and Technology programs for the 2015-16 academic year and 2016 summer session. Trustee Johnston seconded the motion. Motion passed unanimously.

Requested that staff bring back what the differential revenue will be and what percentage or dollars will be allocated to improve programs and make sure there are tangible improvements.

Lunch 12:30pm - 1:45pm

Trustees toured the Cornett Building and the site for the proposed Center for Excellence in Engineering and Technology

5. Discussion Items

5.1 Strategic Review and Funding Model Overview

Provost Burda walked through the strategic goals: student success, faculty and staff success, economic and work force connections, student access and diversity, and university financial success. Objectives: facilities master plan (10 year plan), academic master plan (5 year plan), retention (measures freshman to sophomore years), fund raising, marketing, outcome based funding (could include state funding sources). Metrics will be identified and data collected, comparisons will be made against 16 universities, and targets set.

Provost Burda walked the committee through an excel spreadsheet explaining the differences between the RAM model was student based model (student credit hours) and the new outcome based funding model based on mission, student credit hour allocation,

degrees, student populations, areas of study, shared services, associate degrees that lead to professional certifications. He showed the proposed different effects on all seven universities.

5.2 2015 and 2016 Meeting Dates

Chair Graham went over the remaining meeting dates for 2015: July 9-10, in Wilsonville September 10-11 Retreat TBD, and October 8-9 in Klamath Falls. Suggestions to hold the retreat in the Bend area or the Oregon Garden Resort in Silverton.

Discussion regarding committee meetings being held prior to or after the board meeting. Consensus to hold committee meetings at 10am on the first day with the Board meeting starting at 2pm. The meeting would break in the evening and reconvene the second morning, ending in the afternoon of the second day.

Dates agreed upon for 2016:

- Feb 22 and 23 board meeting
- May 23 and 24 board meeting
- July 28 and 29 board meeting and retreat
- November 14 and 15 board meeting

Trustee Johnston exited the meeting at 3:45pm

5.3 Future Agenda Topics

Suggestions include:

- Updates from VPs and AVPs on strategic objectives in July
- Guest, Mayor of Wilsonville
- OHSU
- South Metro-Salem STEM Hub update
- President's evaluation and contract
- Marketing efforts – strategies and tactics
- Trustee terms of appointment
- Upcoming legislative plan in October

6. Roundtable Discussion

7. Public Comment

No one was present to comment.

8. Adjournment

Meeting was adjourned at 4:50pm.

Respectfully submitted,



Sandra Fox
Board Secretary