

## MINUTES

### Trustees Present:

Lisa Graham, Chair	Bill Goloski (via phone)	Jay Kenton, Interim President
Steve Sliwa, Vice Chair	Jessica Gomez (via phone)	Jill Mason
Jeremy Brown	Kathleen Hill	Celia Núñez
Nicole Galster	Vince Jones	Dan Peterson

### University Staff and Faculty Present:

Holly Anderson, Associate Director of Campus Life and Student Engagement  
Aja Bettencourt McCarthy, Instruction Librarian  
Lita Colligan, AVP of Strategic Partnerships  
Barb Conner, Director of Retention  
Erin Foley, VP of Student Affairs/Dean of Students  
Brian Fox, VP of Finance and Administration  
Lori Harris, Senior Fiscal Manager  
Josie Hudspeth, Associate Director of Campus Life and Multicultural Inclusion Program  
MariaLynn Kessler, Humanities and Social Sciences Professor  
LeAnn Maupin, Interim Provost/Dean of the College of HAS  
Laura McKinney, VP of Wilsonville  
Michelle Meyer, Director of Business Affairs  
SophiaLynn Nathenson, Assistant Professor of Humanities and Social Sciences  
Steve Neiheisel, VP of Strategic Enrollment Management  
Hallie Neupert, Interim Dean of the College of ETM/Management Department Chair  
Tracy Ricketts, AVP of Development and Alumni Relations  
Paul Rowan, CIO/AVP Information Technology Services  
Di Saunders, AVP of Marketing and Public Relations  
David Thaemert, Civil Engineering Associate Professor/Faculty Senate President  
Erika Veth, Dean of Distance Education

### Others Present:

Clark Anderson, Student  
Hans Bauman, Student  
Matthew Barber, Student  
Cheyenne Low, Student/ASOIT Representative  
David Miner, Student  
Dr. Nagi Naganathan, President-designate

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

Chair Graham called the meeting to order at 3:10pm. The Secretary called roll and a quorum was declared.

## 2. Reports

### 2.1 President's Report and Discussion

**Interim President Kenton** introduced **VP McKinney** who gave an update on the Oregon Manufacturing Innovation Center (OMIC) project: a 501(c)6 was created and a board of directors established; Dr. Naganathan will sit as the Director of the Board; membership agreements are almost completed/signed; a business plan should be complete by June; the OMIC Board has agreed to pay costs incurred by Oregon Tech from the date of purchase; industry partners are sponsoring rooms and donating furniture; an Economic Development Administration grant will be submitted to install an elevator, paving, and connections to city services; and the property is in the process of being annexed into the City of Scappoose. **Interim President Kenton** elaborated on the grant, stating there is a one to one required match for a total request of \$3M, the match can be made of the \$1M funding from ODOT, and Oregon Tech's and Oregon Business Development Department's equity in the building. **Vice Chair Sliwa** commended Interim President Kenton, VP McKinney, and Professor Meyers for their work and diligence.

**Interim President Kenton** reviewed the university accomplishments during his time at Oregon Tech and thanked the faculty and staff who made it all possible: improved budget and approval processes; extended the lease with Rockwell in Wilsonville; hired a VPFA, VPSEM, President, HR Director, CIO, Banner Applications Manager, Director of Emergency Management, Title IX coordinator, Interim Athletic Director, Facilities Project Manager, and 10-12 new faculty; resolved a lawsuit related to the geothermal pump; received several grant awards; entered into an MOU for the Rural Health Initiative with SLMC and OHSU; successfully went through accreditations; completed the university's first HECC evaluation; improved relationships with the Foundation board, KCC and the Klamath Tribes; reinstated the Native American Student Union club; began work to establish an Hispanic/Latino Student Union club; improved the campus image; and improved financial reporting (restored confidence in campus and administration).

**Interim President Kenton** also explained some of the needs facing the University including: ABET accreditation, by extension, of the Bachelor of Science in Mechanical Engineering degree at Wilsonville; maintaining a strong budget to fund a new student rec center and Cornett renovation and new construction; continual increase of enrollment. Finally, he thanked everyone for the honor of serving as the Interim President and for the friendships.

### 2.2 Oregon Tech Foundation Report

**AVP Ricketts** walked through the Foundation board's five goals and gave examples of successes as outlined in the agenda report: 1. Cultivating new friendships, 2. Recruiting new board members, 3. Strengthening relationships with faculty, staff and alumni, 4. Increase scholarships and financial support, especially for fifth year students, and 5. Support capital projects deemed a priority for the university.

### **2.3 ASOIT Klamath Falls Report**

**ASOIT Administrative Officer Cheyenne Low** announced a change in leadership as ASOIT President Branden “Gaius” Nikola stepped down; Zachary Pascual is Acting President. She explained the events the group assisted with and hosted including: new student orientation, holiday karaoke, student Sodexo forum, student recreation center forum, renovation of rec center forum, rec center on-line survey, super club sign up, fall blood drive, scholarship and FAFSA nights, and issuance of a letter of support regarding the proposed rec center to the president. She stated during Winter term they: are working to collaborate with the Blue Zones Project, hosted a blood drive, opened the DOW bistro, hosted the annual Blackout for Hunger basketball game, hosted the FAC budget hearing, hosted training for faculty club advisors and officers, and held Mark the Vote events. There are 60 active clubs on campus. The group plans to travel to meet the Wilsonville ASOIT; work on getting an ATM and installing water bottle refill stations on campus; host another super club signup, spring blood drive, and end of year award ceremony for club recognition; and consider establishing a student study area.

### **2.4 Administrative Council Report**

**Administrative Council Chair Hudspeth** explained the makeup of the Administrative Council, that members serve on various advisory committees including the Faculty Senate, they are currently reviewing the bylaws and charter to better represent the interest of administrative staff, and are looking at how they can support staff members and help them succeed. The group believes there is a need for additional training opportunities to increase professional development. They are working to improve Oregon Tech spirit and morale.

### **2.5 Faculty Senate Report**

**Faculty Senate President David Thiemert** stated the Academic Standards Committee is working on updating the Credit for Prior Learning policy, clarifying the withdrawal processes in Policy, and looking at how to document essential studies synthesis on transcripts. The Faculty Compensation Committee is waiting for the final study to give feedback and then they will update the Faculty Compensation Policy. The Faculty Welfare committee looked at how faculty engage in service opportunities within the institution and drafted a white paper about the process. They are also trying to describe workload to assist in determining how non-tenure track faculty are treated in relation to how tenure track faculty are treated. The Rank, Promotion and Tenure committee is working on a policy supporting promotion for non-tenure track positions, and discussing the possibility of limiting the size of portfolios submitted for tenure. The Sen Ex Committee is looking at the bylaws, the processes of how senators are elected across campus locations and colleges, and agenda layouts; they elected an Inter-institutional Faculty Senator and are considering adding requirements to hold that position. An Ad Hoc committee was created to look at the academic calendar, specifically the student/faculty contact time requirements and the number of classes cancelled during Thanksgiving week. They are discussing the creation of a policy outlining how the academic calendar is established and possibly modifying the school calendar to start earlier and end at Thanksgiving. He stated the Oregon Administrative Rules need to be updated and brought into compliance with university policy and the Faculty are willing to assist. Faculty is also interested in having a university pub.

**President Thaemert** clarified that the faculty have not been surveyed to see what the atmosphere and climate is toward the goal of promoting transparency and shared governance. However, Faculty Senate members are reminded they represent the broader faculty. **Vice-Chair Sliwa** stated one of the goals of the Trustees is to make sure the university has a proper culture of shared governance and transparency; it is a form of self-assessment and a form of communication to the administration and board.

**Trustee Brown** asked if the faculty are participating in the academic strategic plan at the department level and if they feel a part of the process. **President Thaemert** stated that the faculty are somewhat engaged but constant awareness is not always maintained and the leadership has been stretched thin, so communication broadly to the faculty has not happened. He stated there is a definite need for more regular communication. **Dr. Naganathan** explained there will be a retreat in May involving faculty, staff, students and community members, to gain a sense of the issues on campus.

## 2.6 Legislative Session Update

**AVP Colligan**, on behalf of Oregon Tech, is a member of the Legislative Advisory Council, tracking 800 of 2000 bills introduced. She stated the Ways and Means Committee drafted the Co-Chairs budget and is holding public hearings around the state to obtain input. She highlighted funding issues: the proposed loss of sports lottery funding and a stagnant budget. Senator Betsy Johnson is looking for funds for OMIC; there is \$1.6M proposed in the Governor's budget for operating and she is requesting an additional \$11.1 to go to a state agency (possibly Business Oregon). She invited Trustees to attend TRU day at the Capitol on May 16. Discussion followed on how Oregon Tech can differentiate itself and how it can build a coalition for advocacy. Discussion regarding community colleges offering Applied Baccalaureates and the opportunity for community colleges and universities to merge if they choose.

## 2.7 Academic Quality and Student Success Committee Report

**Trustee Brown** stated the committee received comments from the Provost's Council regarding the proposed BS in Professional Writing and heard an explanation of why the degree is a BS versus a BA. The committee discussed a proposed MS in Applied Behavior Analysis program and will request additional time to review the proposal. They heard a Title IX report update and learned there was a substantial increase in the mandatory training compliance. It was reported that there is an external reviewer's report on the proposed DPT program, a program that will have a significant impact on the institution and will require significant investments; much due diligence has taken place regarding the program. The committee heard an update on the Academic Strategic Planning process; staff is reaching out to department chairs and faculty to obtain input. Provost candidate finalists will be coming to campus and an announcement is anticipated for late March. Lastly, there was a presentation on graduation including rates and break downs, identifying that finances have an impact on completion; the students have high success rates on testing/certification; and staff is starting to get data on placement of students by degree.

## 2.8 Finance and Facilities Committee Report

**Vice Chair Sliwa** stated the FOAC will have a standing report on the agenda to allow for open dialogue, the committee reviewed the quarterly financial statement, recommended

procurement of diagnostic equipment, and established an interpretation of the Policy on Delegation of Authority: when the board is requested to approve the annual budget then all projects or expenditures greater than \$1M will be identified and approved. The committee recommended adoption of a quasi-endowment fund policy, received a letter from OSU regarding the PUF investment policy and notifying the university of the divestment from fossil fuels. OSU will consult with the other universities on future requests. The committee received an audit update that was clean and a single audit report that found two minor corrections. They heard updates on the budget setting process in relation to the tuition setting process, and on the Cornett Hall remodel. He emphasized the need to make sure technology is kept up to date on campus.

### **2.9 Executive Committee Report**

**Chair Graham** stated the committee made a recommendation to the Governor for the appointment consideration of the student and staff trustee positions: Liam Perry and Bill Goloski. The HECC Evaluation process is moving forward but it is still not clear on what they will do with the information. They heard a marketing presentation; Marketing will present with Enrollment Management at a future meeting. She explained that there is a signed employment agreement with Dr. Naganathan who will start on April 3, 2017.

### **3. Consent Agenda**

**3.1 Approve Minutes of the November 16, 2016 Meeting**

**3.2 Approve the Procurement of Diagnostic Equipment and Authorize the President, or Designee, to Enter into a Contract in Excess of One Million Dollars**

**3.3 Adopt a Quasi-Endowment Investment Policy**

**3.4 Recommendation to the HECC to Approve a New Program: BS in Professional Writing**

**3.5 Recommendation to the HECC to Approve a New Program: MS in Applied Behavior Analysis and Authorize Staff to Forward the Proposal to the Provost's Council**

Trustee Brown requested to pull item 3.5 from the consent agenda for further discussion at the February 24, 2017 meeting.

Vice-Chair Sliwa moved to approve the consent agenda. Trustee Brown seconded the motion. With all trustees present voting aye, the motion carried unanimously.

### **4. Adjourn to February 24, 2017 at 8:45am.**

**Chair Graham** adjourned the meeting at 5:15pm until February 24, 2017 at 8:45am in the Sunset Conference Room.

Respectfully submitted,



Sandra Fox  
Board Secretary