

Board of Trustees MINUTES

Trustees Present:

Lisa Graham, Chair	Vincent Jones	Nagi Naganathan, President
Steve Sliwa, Vice Chair	Rose McClure	Grace Rusth
Jeremy Brown	Jill Mason	Paul Stewart

University Staff and Faculty Present:

Erin Foley, VP Student Affairs
Brian Fox, VP Finance and Administration
Dave Groff, Legal Counsel
Sandi Hanan, Assistant HR Director
Erik Johnson, Director of Admissions
Tom Keyser, Dean of the College of ETM
Gary Kuleck, Provost/VP Academic Affairs
Adria Paschal, Senior Executive Assistant to the President
Stephanie Pope, Director of Budget
Tracy Ricketts, AVP Development and Alumni Relations
Matthew Sleep, Civil Engineering Assistant Professor
Farooq Sultan, Institutional Research Director
Paul Titus, Executive Assistant to the Provost
Terri Torres, Faculty Senate President and Mathematics Professor
Erika Veth, AVP Strategic Enrollment Management

Others Present:

Junmin Yee, ASOIT President, Klamath Falls

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

Chair Graham called the meeting to order at 1:14pm. The Secretary called roll and a quorum was declared.

2. Reports

2.1 President's Report and Discussion

President Naganathan presented a PowerPoint discussing accreditation, 10-year targets, long-term strategic plan process, fall 2018 general enrollment results, Portland-Metro campus operations, faculty investments, collective bargaining by faculty, student learning

environment improvements, Applied Behavioral Analysis program's Behavior Improvement Group, faculty support for research and innovation, Banner 9 update, CEET progress, Cornett renovation progress, legislative session requests, and progress on the Foundational Campaign for the Future of Oregon Tech.

2.2 ASOIT Report

ASOIT President Yee gave an overview of ASOIT's recent accomplishments including the approval of three new clubs: ping-pong club, bee keeping club, and rainbow owls. The group is working with the sustainability and blue zones committees to obtain additional water-filling stations around campus. They hosted a blood drive with the Red Cross and reached their collection goal. They are working with the library to provide extended hours during dead and finals weeks. He and his vice president will collaborate with the P-M ASOIT on student life challenges and activities. The group also conducted a student survey regarding academic calendar year options.

2.3 Administrative Council Report

Chair Hanan stated this year's goals of the Council: revisions to the staff fee waiver to discount on on-line courses for staff at Oregon tech, changes to spirit week to include more community-based activities and a lip-sync challenge. The council is also working with HR on an administrative compensation plan.

2.4 Faculty Senate Report

Faculty Senate President Torres gave a PowerPoint presentation outlining faculty achievements including the reduction of text book costs, creation of the Cyber Security program, opening of the Applied Behavioral Analysis Clinic, and creation of the general education review essential studies model. She addressed the lack of a strategic plan and decision-making, concern of the growth of administration, decline in faculty morale, and the recent unionization of faculty. She identified solutions including shared governance, board communication, and more faculty input on managing the university.

2.5 Foundation Report

AVP Ricketts stated the campaign last year started at \$2 million and the goal was expanded to \$4 million. She shared that the Oregon Tech Foundation raised a record \$5.36 million total last year. The Development office is working to streamline processes, strengthen donor pipelines, and elevate the university culture of philanthropy and working together towards a larger goal.

2.6 Legislative Report

Director Miles gave an overview of items expected to come before the Legislature in the next session and Oregon Tech's capital priorities for the session. She discussed the uncertainty of budget allocations and challenges facing the public universities. The governor's budget will come out the last week of November and the universities will use it to model tuition levels. The capital request will be \$18 million for the renovation of Boivin Hall on the Klamath Falls campus.

Vice Chair Sliva joined the meeting at 2:19p.m.

2.7 Academic Quality and Student Success Committee Report

Trustee Brown summarized the committee meeting including a new-program approval timeline. He stated the Doctorate of Physical Therapy proposal should be complete by the end of this academic year. The committee heard about the governance report, accreditation timelines, upcoming programs, an update on the cybersecurity program, updates on sabbaticals and summer grant programs, a report by the essential study review group, the university's hiring process and diversity, and a report on career services.

2.8 Finance and Facilities Committee Report

Trustee Jones explained that he is now the Chair for the committee and Vice Chair Sliwa will remain as the finance and audit liaison to staff and the auditors. He stated the committee approved a 2019 risk assessment and audit plan, and accepted the internal audits of faculty workload management and the integrated health center. The committee also forwarded a recommendation to the board to adopt a resolution for bond funding for the fitness facilities.

2.9 Executive Committee Report

Chair Graham reported the committee discussed the philosophy and thinking behind strategic investments given the limited funds we have; the committee agreed there are opportunities for future discussion on strategic projects. Also discussed was the timing of committee and board meetings – consecutively versus concurrently. The committee will seek input from the other trustees regarding meeting times.

BREAK 2:50pm – 3:10pm

3. Consent Agenda

3.1 Approve Minutes of the August 13, 2018 Meeting

3.2 Approve New Program Approval Process

3.3 Approve a Resolution on Bond Issuance for Recreation Center (XI-F(1) Bond)

Trustee Mason moved to approve the consent agenda. **Trustee Rusth** seconded the motion. With all trustees present voting aye, the motion passed unanimously. The consent agenda was approved as proposed; the minutes stand as published and the board approved the new program approval process and Resolution 18-1.

4. Action Items

4.1 President Evaluation Report and Approval of Goals

Chair Graham reviewed the agenda report, reading the President's proposed goals:

1. Recalibrate the 2020 Strategic Plan.
2. Implement steps to achieve improved financial stability through focused enrollment and retention strategies, implement a revised budget process that empowers deans and chairs to pursue entrepreneurial steps for the advancement of their programs, students, faculty, and staff, and promote new academic programs.
3. Implement a cadence for periodic assessment of current programs and for development and approval of new program offerings. New program offerings should include a consideration of both bottom-up and top-down initiatives that are designed to respond to strategic market opportunities.
4. Evaluate the possibility of finding innovative ways to develop facilities that reinforce the residential campus student-life experience in support of enrollment strategies.

5. Assess the possibility of pursuing other teaching sites across the state that are underserved and could be strategically valuable.
6. Negotiate the first faculty union contract through constructive and collaborative negotiations.
7. Continue university-wide efforts for growing collaboration and cohesion among our multiple teaching units (residential campus, metro Portland teaching sites, distributed teaching sites, and distance education).

Trustee Stewart moved to approve the submitted presidential evaluation report, including the short-term action plan and newly established goals for 2018-19. Trustee Mason seconded the motion.

President Naganathan addressed the need to complete the strategic plan that will lead into the facility master plan. He stated a condition analysis is complete and it will contribute to the master plan. **Trustee Brown** recommended the president have more time to create and meet the goals than he had this year, to align the goals and review process with the academic year.

With all trustees present voting aye, the motion passed unanimously.

5. Discussion Items

5.1 Enrollment Report

AVP Veth gave a PowerPoint presentation, reporting hurdles, solutions, and results in enrollment management. She stressed that admissions and recruitment decisions are now data based and dashboards for internal stakeholders, including remission information are to be complete by the beginning of the year. She discussed the strategic plan for the department, and a breakdown of the proposed budget request of \$755,000. She also shared information regarding retention efforts. **VPFA Fox** stated the break-even for the budget request is an additional 95 students. He also noted there is additional capacity in programs. **Trustee Brown** suggested looking at the history of applications, admits, and acceptance rates to prepare for an influx of students based on the data. He is concerned students may not accept admission based on the plan to delay awards from March until August. **Director Johnson** explained the communication plan for admitted students. **AVP Veth** stated she is working with student services and looking at other factors that might be affecting retention such as food insecurity; and affordable housing insecurity.

6. Other Matters -none

7. Public Comment - none

8. Roundtable

Trustee Jones appreciates the flexibility of a virtual meeting. He will attend the National Collegiate Basketball Hall of Fame ceremony in Kansas City for Coach Danny Miles' induction. **Trustee Brown** appreciated the growing sense of people thinking big and being ambitious rather than taking incremental steps. **Trustee Mason** was impressed by the significant trajectory of so many initiatives on campus. She also enjoyed reading the creative and diverse summaries of faculty's summer projects. **Trustee McClure** enjoyed hearing the encouraging movement the university is making, but knows there are things to work on. She is concerned about faculty

morale and workload as growth happens. She recommended we work on communication to face those issues. **Trustee Rusth** stated she does not prefer the virtual meeting format; it was difficult to stay engaged and focused and to interact with other trustees. She appreciated the honesty in what was reported to the board because it is similar to what she is hearing on campus. **Trustee Stewart** echoed the previous comments. **Chair Graham** appreciated the willingness to be honest and ask difficult questions to make the institution as good as we can, working together.

9. Adjournment

Meeting adjourned at 4:37pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'S. Fox', is written over a faint circular stamp.

Sandra Fox
Board Secretary