
Board of Trustees
Theme: Accreditation and Assessment
Minutes

Trustees Present:

John Davis, Chair	Kanth Gopalpur	Stefan Bird
Jeremy Brown	Vince Jones	Mason Wichmann
Phong Nguyen	Kelley Minty	Nagi Naganathan (<i>ex officio</i>)
Celia Nunez	Mike Starr	
Fred Ziari	Jill Mason	

Trustees Unable to Attend:

Kathleen Hill
Michele Vitali

University Staff and Faculty Present in person:

Abdy Afjeh, Vice Provost-Research & Academic Affairs
Nate Bickford, Natural Sciences Department Chair
Rebecca Burkeen, Alumni Relations Director & Admin Counsel President
Mandi Clark, Associate Vice President & Dean of Students
Alicia Dillon, Associate Vice President – Controller of Business Affairs
Ken Fincher, Vice President of University Advancement & Interim Board Secretary
Erin Foley, Vice President of Student Affairs & Dean of Students
Lori Garrard, Executive Assistant to the VP of University Advancement
David Groff, General Counsel
John Harman, Vice President of Finance & Administration
Billy Kimmel, President of ASOIT – Portland-Metro
Kimberly Koops, AVP Government Relations
Beverly McCreary, Assistant Vice Provost of Faculty Relations
Joel McPherson, Director of Marketing
Michelle Meyer, Director of Audit & Compliance-Business Affairs
Joanna Mott, Provost & VP of Academic Affairs
Josephine Ness, Director of Admissions
Adria Paschal, Senior Executive Assistant to the President
Dan Peterson, Dean – College of Health, Arts & Sciences
Alan Polaski, President– Oregon Tech Foundation
Sasha Rabich, President of ASOIT – Klamath Falls
Terri Torres, President of Faculty Senate & Professor

John VanDyke, Athletics Director
Bryan Wada, Information Technology Consultant 2

1. **Call to Order/Roll/Declaration of a Quorum** *Chair John Davis*
Chair Davis called the meeting to order at 1:47 pm. The Board Secretary called roll, and a quorum was declared.

2. **Consent Agenda** *Chair, John Davis*

2.1 **Approval of the Minutes of the April 13, 2023, meeting**
No changes or objections were made, and the minutes were adopted.

3. **Regular Board Reports**

3.1 **President's Report** *President Nagi Naganathan*

President Naganathan and Chair Davis thanked those trustees leaving the board at the end of their term for their service and contributions to Oregon Tech. In his presentation, President Naganathan shared achievements at Oregon Tech, focusing on the meeting theme of the Future of Possibilities. He also provided several updates: Human Resources (with Provost Mott's remarks on faculty and staff retention efforts), NWCCU accreditation comprehensive review and site visit, approval of the Doctor of Physical Therapy program so we can welcome new students this summer, and legislative activities.

3.2 **Foundation Report** *Chair Alan Polaski*

- Chair Polaski shared the Oregon Tech Foundation report. He advised the Foundation is building a strategic plan and discussed their goals.
- Chair Polaski advised the Foundation is preparing for a comprehensive capital campaign. Trustee Brown asked about the process of identifying possible donors. Dr. Fincher explained the process that will be utilized.

3.3 **ASOIT** *Presidents Sasha Rabich (KF) and Billy Kimmel (PM)*

- Sasha Rabich stated there are still concerns about the two-year student schedules to complete their degrees. He advised students are also concerned about faculty, class quality, and availability. President Naganathan advised that the academic team is most willing to assist students if they could be made aware of the specific issues. Rabich added that part of the issue is the access to information for students. Trustee Brown encouraged Rabich to give specific examples to the administration so the problems could be fixed.
- Billy Kimmel shared the ways ASOIT serves fellow students. He identified academic issues and barriers for Portland-Metro students. Trustee Brown encouraged Kimmel to continue to be part of the solution with identified examples of the issues students have that can be addressed.

3.4 **Faculty Senate** *President Terri Torres*

President Torres shared activities that the faculty senate has been working on, including the Faculty Senate passing a non-tenure track faculty policy. Trustee Nguyen advised the importance of additional efforts to retain new faculty and overlapping the hiring process to avoid gaps in positions.

3.5 **Administrative Council** *Chair Rebecca Burkeen*

- **Chair Burkeen** shared changes in the leadership of the admin council resulting from recent elections. She also talked about initiatives in place that will assist with employee retention. **Trustee Brown** commended Admin Council for having a mentor program for new employees.

(BREAK)

Restart @ 3:42 pm

4. Special Reports and Discussion Items

4.1 Athletic Report *Athletic Director John VanDyke*

- **Athletic Director John VanDyke** shared his presentation regarding Oregon Tech Athletics. He shared the successes of many of the teams in sports and academics.
- **Trustee Jones** asked about the impact of improving athletics facilities. **Director VanDyke** shared that having improved facilities allows Oregon Tech to host events, which helps the community and increases awareness of Oregon Tech.
- **Trustee Nguyen** asked about athletic scholarships. **Director VanDyke** explained the process.
- **Trustee Brown** asked about how faculty can support student-athletes. **Director VanDyke** spoke about the importance of student-athlete taking responsibility for themselves with faculty and working around their sports schedules.
- **Trustee Brown** asked about where our student-athletes are from. **Director VanDyke** advised that most of our athletes are Oregonians.

4.2 Enrollment Management Report *Provost Mott, Director Josephine Ness & Director Joel McPherson*

- **Dr. Mott** shared statistics regarding new and returning students.
- **Director Joel McPherson** talked about initiatives in place regarding targeting students and enrollment.
- **Director Ness** shared how admissions and marketing have been coordinating their efforts.
- **Chair Davis** asked for an update on admission counselor searches. **Director Ness** advised that they are interviewing finalists for the three regional counseling positions. They are also posting a position on the Klamath Falls campus. **Trustee Núñez** asked if the cost-of-living adjustments have been made to regional counselors. **Director Ness** advised it has been considered.
- **Chair Davis** asked about trends for potential students visiting college campuses. **Director Ness** said that more serious students visit the campus in person.
- There was a discussion regarding marketing strategies.

5. Board of Trustee Committee Reports

5.1 Academic Quality and Student Success Committee Report *AQSS Chair Jeremy Brown*

- **Trustee Brown** reviewed what was presented to the AQSS committee. He summarized presentations made by Dr. Mott, Dr. Foley, Dr. Mott, and Nate Bickford.

5.2 Finance and Facilities Committee Report *F&F Chair Vince Jones*

- **Trustee Jones** reported on the Finance and Facilities Committee meeting. He summarized presentations made by Professor Don DaSaro, VP John Harman, Thom Darrah, and KernuttStokes.

5.3 Executive Committee Report *Chair John Davis*

- **Chair Davis** reported on the Executive Committee Meeting. He summarized the presentation made by the Assistant VP of Government Relations, Kimberly Koops.

6. Action Items

6.1 New Program Approval: Masters in Natural Resources *Dean Dan Peterson* & *Department Chair Nate Bickford*

- **Dean Dan Peterson** talked about both new programs. He provided details and background on both programs, advising that they align with the university's strategic plan.
- **Nate Bickford** presented the interest and need for both new programs.
- **Dean Peterson and Nate Bickford** provided details regarding the process and career paths for both programs.
- **Trustee Jones** asked about reaching out to other universities regarding these programs. **Nate Bickford** stated that he has talked to other institutions and has received strong support and excitement.
- **Nate Bickford** outlined the process of getting the curriculum and the programs approved.
- **Trustee Brown** outlined his concerns about some of the courses. A discussion followed with trustees and presenters.

Motion:

Table this agenda item so the board can have a special meeting in June if schedules permit to consider this item.

Motion: Trustee Jones; Second: Trustee Wichmann

Roll Call vote: Trustee Davis aye, Trustee Bird aye, Trustee Brown aye, Trustee Jones aye, Trustee Mason aye, Trustee Minty aye, Trustee Nguyen aye, Trustee Nunez aye, Trustee Starr aye, Trustee Wichmann aye, Trustee Ziari aye.

6.2 2022 New Program Approval: Masters in Biomedical Sciences *Dean Dan Peterson* & *Department Chair Nate Bickford*

Motion:

Table this agenda item so the board can have a special meeting in June if schedules permit to consider this item.

Motion: Trustee Jones; Second: Trustee Wichmann

Roll Call vote: Trustee Davis aye, Trustee Bird aye, Trustee Brown aye, Trustee Jones aye, Trustee Mason aye, Trustee Minty aye, Trustee Nguyen aye, Trustee Nunez aye, Trustee Starr aye, Trustee Wichmann aye, Trustee Ziari aye.

6.3 Approval of the FY24 Budget *VP John Harman*

- **VP John Harman** shared his presentation and reviewed the budget, starting with the budget development process. He shared the major components of the budget. **VP Harman** talked about the budgeting challenges and strategic budget investments.

- **VP Harman** showed the budget by division, noting that REMS and Campus Safety are being moved from Student Affairs to Finance and Administration.
- **VP Harman** showed the comparisons of past budgets with the proposed FY24 budget.
- **Trustee Jones** highlighted the budget presentation from the F&F Committee. The budget presented is reasonable and includes a 1.9% reduction. It is indicative that everyone at the university is invested in this budget to ensure it is reasonable. Three Million dollars are requested from the reserves to balance the budget. The reserve funds are healthy, and the use of \$3 Million would not impact the financial strength of the reserve funds.
- **Trustee Brown** asked how long we anticipate using reserve funds. **VP Harman** shared that the reliance on the reserves will diminish given the current efforts to address enrollment shortfall coupled with the other initiatives that are being pursued by the university.

Motion:

After review of the proposed FY 2023-24 All-Funds Budget and related documents, and with the recommendation of the Finance and Facilities Committee, staff requests a Motion by the Board for approval of the Fiscal Year 2023-24 Oregon Tech All-Funds Budget.

Motion: Trustee Jones; Second: Trustee Wichmann

Roll Call Vote: Trustee Davis aye, Trustee Brown aye, Trustee Jones aye, Trustee Mason aye, Trustee Minty aye, Trustee Nguyen aye, Trustee Nunez aye, Trustee Starr aye, Trustee Wichmann aye, Trustee Ziari aye.

The motion passed unanimously.

7. Public Comment

None

8. Other Matters

- A video was shared by Soderstrom Architects showing proposed and possible campus improvements as part of the Facilities Master Plan.

9. Adjournment (6:35 pm)

Respectfully submitted,



Dr. Ken Fincher

Vice President University Advancement & Interim Board Secretary

