

Meeting of the

Fiscal Operations Advisory Council (FOAC)

Room Location: College Union Sunset

Date: November 10, 2021

Time: 4:00pm - 5:00pm

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| **POSITION** | **TERM** | **NAME** | **DEPARTMENT/DIVISION** |
| Chair | 2021-24 | Don DaSaro | Business Management |
| Provost and Vice President | 2021-22 | Joanna Mott | Academic Affairs |
| Vice President | 2021-22 | John Harman | Finance and Administration |
| Vice President | 2021-22 | Erin Foley | Student Affairs |
| Vice Provost | 2021-22 | Abdy Afjeh | Research and Academic Affairs |
| Administrative Council Representative | 2021-22 | TBA | TBA |
| Budget and Planning Representative | 2021-24 | Anna Clark | Budget and Planning |
| Senate Executive Representative | 2021-22 | Lindy Stewart | Faculty Senate |
| Administrative Staff Representative 1 | 2020-23 | Connie Atchley | Information Technology Services |
| Administrative Staff Representative 2 | 2021-23 | Ken Sartain | Academic Affairs |
| Administrative Staff Representative 3 | 2021-24 | Mandi Clark | Housing and Residence Life |
| Faculty 1 | 2021-24 | TBA | TBA |
| Faculty 2 | 2019-22 | Todd Breedlove | Computer Systems Engineering Technology |
| Faculty 3 | 2020-23 | Mason Terry | Electrical Engineering and Renewable Energy |
| Faculty 4 | 2021-24 | Dibyajyoti Deb | Applied Mathematics |
| Klamath Falls ASOIT President | 2021-22 | Brie Landis | ASOIT |
| Portland-Metro ASOIT President | 2021-22 | Jack Zoucha | ASOIT |
| Executive Assistant | 2021-22 | Celia Green | Finance and Administration |

Minutes

**Meeting called to order** – *Chair DaSaro*

*Chair DaSaro* called the meeting to order at 4:06 pm*.*

1. **Approval of Minutes-** *Chair DaSaro*
   1. *June 3, 2021*

Moved to approve by *Vice President Foley;* seconded by *Provost Mott.*

1. **Review FOAC Charge** – *Chair DaSaro*

*Chair DaSaro* read the first section of the FOAC Charge aloud. He asked everyone to read the second section to themselves.

1. **FY21 Management Report (unaudited)** – *Vice President Harman*

*Vice President Harman* presented the FYE 2021 Management Report*. Todd Breedlove requested a breakdown between administrative and faculty salaries. Dibyajyoti Deb* asked if there was savings from faculty salaries. *Vice President Harman* stated that with the extra workloads, actual salaries were about even with the projected amount. *Jack Zoucha* asked for a breakdown showing the revenue from the Klamath Falls Campus and Portland Metro Campus tuition and fees.

1. **FY22 Quarter 1 Management Report** – *Vice President Harman*

*Vice President Harman* presented the FY 2022 Quarter 1 Management Report*. Dibyajyoti Deb* asked if the report included the upcoming funding decrease from the state SSCM revision. *Vice President Harman* said no, that will impact next year’s numbers. *Provost Mott* asked if with the $5.5 million one-time special item funds, would we still see a funding reduction in FY 2023. *Vice President Harman* said yes from formula driven revenues.

1. **Outstanding Bond Debt by Classification** – *Vice President Harman*

*Vice President Harman* reviewed Exhibit E which shows the different types and amounts of outstanding bond debts along with repayment amounts.

1. **COVID-19 Relief Funds Summary** – *Vice President Harman*

*Vice President Harman* reviewed the federal COVID-19 Relief Funds awarded and spent to date by type. *Provost Mott* discussed the portion of student spending to include $500 for every student on technology. TOP Students and Pell Eligible students have also received funds. Information will be coming soon about an extension of spending the funds so the funds can be spread out to benefit more students.

*Vice President Harman* said that the COVID funds are being used as strategically as possible and must follow specific federal guidelines. A committee has been in place for several months to review requests for projects for funding under the federal guidelines.

1. **Capital Projects Update** – *Thom Darrah*

*Facilities Director Thom Darrah* presented an update on capital projects.

*Todd Breedlove*- Residence Hall initiative was not brought to FOAC. Should we be discussing this as a council? *Vice President Harman* indicated that he presented the Residence Hall initiative to the Board in April when he first arrived at Oregon Tech. In retrospect, he did not realize at the time that it would have been helpful to present the proposal in advance to FOAC. The April Board meeting links on the website provide a summary of project concept and Board approval. *Vice President Harman* will send that link to the FOAC after the meeting. The proposed construction cost is $485 per square foot. Given the recent 25-30% escalation of construction costs, the shortfall in student enrollment compared to prior years and the funding reduction from the state, it will be important to take these changing variables into consideration when moving forward with the project.

The CEET Building will be ready for move-in on December 17th with the additional details to be completed by the end of December.

Track and Stadium Renovation- The track portion is complete. *Dibyajyoti Deb* commented on the shortfall of funding for the stadium. *Facilities Director Thom Darrah* said there are 3 sources of funding. The project to date has $700,000 remaining. The stadium project has been out for bid twice to receive the best pricing. There is still a $1,000,000 shortfall in funding due to escalating construction costs. This is becoming a common experience on other projects as well. Oregon Tech will be addressing the escalating construction costs with HECC.

*Dibyajyoti Deb* asked if the increased construction costs have been considered for the Boivin project. *Facilities* *Director Thom Darrah* said that they are discussing this with HECC for Boivin, OMIC, and other ongoing capital projects.

The Residence Hall new construction is expected to start in the fall of 2023. Joanna Mott said enrollment headcount is down 7.8% (9.8% without dual enrollment students). Freshman enrollment is down a little but there was a record number of applications and admissions. In August, the numbers went down. In looking at Clearinghouse data, after August 1st, sixty-five (65) students did not follow through with enrollment or opted to attend a community college. There may be an increase in transfer students in the future. This will have an impact on the budget.

1. *Campus Facilities Master Plan- Thom Darrah*

*See Capital Projects Update*

**Meeting adjourned** – *Chair DaSaro*

**The meeting adjourned at 5:14 pm.**