
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>)

Trustees Unable to Attend:

Celia Nunez	Mike Starr	Kathleen Hill
Fred Ziari	Jill Mason	Michele Vitali

University Staff and Faculty Present in person:

Abdy Afjeh, Vice Provost-Research & Academic Affairs
Nawaf Al Wahaibi, ASOIT
Dawn Bailey, Behavior Improvement Group (BIG) ABA Clinic Director & Professor
Nate Bickford – Natural Sciences Department Chair
Alicia Dillon, Associate Vice President – Controller of Business Affairs
Alan Polaski, President– Oregon Tech Foundation
Diana Escamilla, ASOIT
Ken Fincher, Vice President 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 Finance & Administration
MariaLynn Kessler, Department Chair & Program Director of Applied Behavior Analysis
Billy Kimmel, President of ASOIT – Portland-Metro
Kimberly Koops, AVP Government Relations
Beverly McCreary, Assistant Vice Provost of Faculty Relations
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
Sasha Rabich, President of ASOIT – Klamath Falls
Terri Torres, President of Faculty Senate & Professor

Bryan Wada, Information Technology Consultant 2
Joshua Wray, ASOIT

1. **Call to Order/Roll/Declaration of a Quorum** *Chair John Davis*
Chair Davis called the meeting to order at 12:33 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 January 26, 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's report included the following:

- Introduction of the meeting theme "assessment and accreditation" and how it applies to the university.
- Unique things happening at Oregon Tech and recognized several Achievements and accomplishments of faculty, staff, students, and the various units at Oregon Tech including the Oregon Tech Foundation.
- Status of the higher education funding challenges at the state level and the continued lobbying efforts including testifying at the legislature and tours on our campuses.
- Other legislative initiatives, including the need for funds for geothermal repairs and the 75th-anniversary resolution.
- Update on the hiring and separation data from the human resources department.
- Report on the progress with the 2022-23 institutional goals
- Highlights on selected upcoming events at Oregon Tech.

3.2 Foundation Report *Chair Alan Polaski*

- **Chair Polaski** shared Foundation events and goals, including details on Give a Hoot Day and the Presidential Gala.
- **Chair Polaski** advised that the Foundation has been working on a strategic plan which is nearing completion. It includes objectives and goals for a capital campaign. **Trustee Brown** asked about annual giving now and how it compares to during the pandemic. **Chair Polaski** shared that there has not been a drop off in giving, and the numbers have stayed stable. **Trustee Brown** discussed the importance of alumni giving and fundraisers working with the university to identify priorities.
- **Trustee Nguyen** shared his positive experience with the Foundation and their providing monetary assistance to his department. He stated that the access and ease of coordination with the Foundation needs to be better communicated with other faculty.

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

- **ASOIT-KF President Sasha Rabich** spoke about the last term and student activities that ASOIT sponsored. ASOIT elections for the 2023-24 year took place, and the new officers will be shadowing the current officers this term as part of their training.
- **Rabich** talked about creating other pathways to keep students on campus if they are not accepted into a health program.
- **Rabich** advised that the number of faculty is not where students like them to be as there are shifting standards and availability. Students are concerned about opportunities to get their hands on education.
- **Trustee Brown** asked about the concerns students have in their programs. **Rabich** said students tend to focus on what is taken away, not positive changes.
- **Trustee Gopalpur** asked about other concerns. **Rabich** said that when new instructors are brought in, students are worried about the caliber of a first-year instructor and also class availability and how it impacts graduation.
- **ASOIT-PM President Billy Kimmel** recapped the winter term and events on the Portland Metro campus.
- **Kimmel** summarized the modality survey conducted with students on the Portland Metro campus indicating students' preference for in-person or hybrid-classes, with remote-instruction only classes being a distant third.
- **Kimmel** talked about the tuition recommendation committee and provided some suggestions to smooth the process for the students.
- **Kimmel** advised that ASOIT just went through the officer hiring process and is onboarding of new officers.
- He shared about upcoming events.

3.4 Faculty Senate *President Terri Torres*

- **President Terri Torres** talked about goals which include an excellent school for all of our students and serving the state of Oregon by providing programs that create employees the state needs. Another goal is creating a great place to work.
- **President Torres** discussed the faculty senate resolution presented to the Board of Trustees. She listed the requests for the resolutions.
- **President Torres** listed efforts by faculty to resolve faculty issues working in committees.
- **Trustee Brown** asked about the schedule for students so they know when they need to take classes and have a mapped-out curriculum. President Torres advised that this is a necessity for all concerned.
- **President Torres** asked how she can get results and discuss the resolution with the faculty senate. **Chair Davis** shared that the topic was discussed in detail in the executive committee.

3.5 Admin Council *Chair Rebecca Burkeen*

- **Rebecca Burkeen** shared about the structure of the admin council and committees and new initiatives, many supporting staff retention. **Burkeen** reviewed the roles of the members of the admin council and their duties.

4. Special Reports and Discussion Items

4.1 ABA Clinic *Dr. Dawn Bailey*

- A video was shared with the Board of an interview with Dr. Bailey on KOBI channel 5.
- **Dr. Bailey** provided background about the Big ABA Clinic. She advised that there is a high demand for services and practitioners. Dr. Bailey reported with the change in insurance mandates, ABA was determined to be a covered medical service, and the need has jumped since insurance coverage was approved.
- **Dr. Bailey** shared almost all students who have gone through the program have been certified and employed.

4.2 NWCCU Accreditation *Dr. Abdy Afjeh and Dr. Erin Foley*

- **Dr. Afjeh** explained the outline, process, and purpose of accreditation. Northwest Commission on Colleges and Universities accredits colleges and universities in the Northwest. The US Department of Education recognizes them as an accreditation agency. He explained the cycle and requirements.
- The NWCCU accreditation site visit is scheduled April 24-26. There will be five evaluators, and they will look at the required standards. They will assess student learning and achievement and institutional research dashboards. **Chair Davis** asked if we knew what the evaluators will do during the site visit. The evaluators determine the itinerary of interviews they wish to have, and we will facilitate their requests.
- **Trustee Brown** asked if we encourage faculty to dwell on the assessment results they receive and apply and/or improve their classes and programs? **Provost Mott** and **Dean Peterson** said that it is a conversation starter for an opportunity for growth and improvement in the classroom.

4.3 Enrollment Management Report *Provost Mott and Director Josephine Ness*

- **Provost Mott** recognized that the subject of two-year schedules has been brought up several times, and she clarified that there is a two-year schedule in place for every single program, and they have been in place for three years now so students can plan their scheduling. She encouraged the students to contact department chairs, if they have questions regarding scheduling.
- **Provost Mott** advised that enrollment is down in the spring term. Because of dual credit numbers, the overall enrollment is up by 10.6%, but the non-dual credit headcount is down about 8%. Dual credit student numbers can skew the numbers in student-to-faculty ratios. **Trustee Brown** asked if dual credit courses were only general education classes and if offering more "interesting" classes might be worthwhile to entice students to enroll at Oregon Tech full-time. **Chair Davis** requested staff prepare the pros/cons of dual credit courses.
- **Provost Mott** said that first-year students' housing deposits are the same as last year.
- **Provost Mott** advised that transfer students are down on both campuses.
- **Josephine Ness** advised that there has been an increase in applications and visits, but deposits are down. She reported that this is a nationwide trend. She shared the admissions

initiatives to bring deposit numbers up. They can use the collected data to focus on the students who need assistance completing the application process.

- Admissions have launched a direct admissions initiative. They are moving to a regional admissions counselor program with a counselor who will live in a focused regional area.
- Admissions are launching a new communications campaign to help students navigate their college search.
- **Trustee Brown** stated the Dept of Education recently communicated that they are reviewing the relationships that universities have with search firms, which could impact recruitment processes.
- **Trustee Brown** asked if there was a new market/area that Admissions is considering for recruitment. **Director Ness** advised research was conducted to determine locations. Some new areas they are considering are Salt Lake City, Utah, and having conversations to determine if the new markets could include consideration of international recruitment. **Trustee Brown** encouraged Admissions to start now and be ahead of the curve to get an advantage. **Provost Mott** advised that Oregon Tech has unique programs, such as the Allied Health programs, that could potentially recruit students from different areas.

(Break)

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 the day prior. He summarized presentations by Provost Mott, Dr. Foley, and Student Involvement and Belonging. He advised that accreditation and the pending review on the DPT program were discussed. Accreditation requires considerable effort, and there is worry if we are putting too much effort into the process and if accreditation is required for all programs.
- **Trustee Brown** talked about the ASOIT presentation and the survey conducted at the Portland Metro campus regarding course modality and shared the survey results.
- New academic programs were discussed, and some of them are coming up for approval.

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

- **Trustee Jones** reported on the Finance and Facilities Committee meeting. He stated that there was a report from FOAC and their concerns about operating funding for the university. There are concerns about the geothermal system and the need for funding.
- **Trustee Jones** advised that VP Harman presented the budget and advised that reserve funds would most likely not be needed due to having a good handle on expenses. **Trustee Jones** reported that VP Harman also presented on investments.
- Soderstrom Architects presented a facilities master plan, which should be completed in May.
- Mahlum Architects also presented a report on the student housing facility, and a site was identified. It is in the schematic design phase.
- Facilities Director Thom Director reported on the highlights of current projects.
- KernuttStokes provided the internal audit report.
- Two action items were reviewed, with recommendations to be presented to the entire Board for consideration and adoption.

5.3 Executive Committee Report *Chair John Davis*

- **Chair Davis** discussed the special meeting held on March 17, 2023, regarding recommendations for upcoming trustee board positions. He addressed each candidate and which needs they would fill on the Board. Five recommendations have been sent to the governor's office for consideration.
- **Chair Davis** stated that today's executive committee meeting had a government relations presentation and a discussion regarding the faculty senate resolution and the retention of faculty.
- **Chair Davis** discussed changes in scheduling AQSS and F&F committee meetings to be virtual only, followed by in-person Executive Committee and full board meetings.

6. Action Items

6.1 Academic Year 2023-24 Tuition and Fees Recommendation *VP John Harman*

- **VP Harman** summarized the guidelines that the Tuition Recommendation Committee followed. The question of preserving quality programs in the face of declining enrollment was discussed. He showed the increase in expenses and the decrease in proposed funding from the state. The burden has been placed on students/families to fund education. A factor always considered is whether Oregon Tech is competitive with comparable universities.
- The recommended increase was 5% by the committee and by ASOIT to President Naganathan. That is an increase of approximately \$163 for a 15-hour term each term. After due consideration of the inputs received, President Naganathan recommended a 4.9% increase to the Board.
- **Trustee Jones** advised that the Finance and Facilities committee adopted the motion unanimously. He stated the main point discussed was using reserve funds to balance the budget.
- **Chair Davis** asked what the assumption from admissions this tuition increase was based on? **VP Harman** stated it was based on a flat, no increase in enrollment.
- **Trustee Brown** commented that we have not made any progress on international students, which is a missed opportunity. He advised we are not enabling our admissions counselors to be successful. There needs to be a strategy from admissions. We continue to recruit from areas where everyone else is recruiting, and we should be more competitive in other areas.
- **Provost Mott** said there have been increases in in-state students and does not feel data is showing that Oregon Tech is charging too much and has not affected in-state students.
- **Trustee Gopalpur** stated that until there is movement in state funding (revenue) or labor costs (expenses), we will be forced to discuss a tuition increase yearly.
- **Trustee Starr** stated that Oregon Tech needs to continue to market what makes Oregon Tech unique and that the ROI is so great.

Motion:

With the recommendation of the Finance and Facilities Committee, the President requests a Motion by the Board for approval of a 4.9% increase in Academic Year 2023-24 Tuition and Fees in accordance with the President's recommendation memo (Attachment A to the Board Agenda Item 4.2) and delegation of authority to the President or their designee, as available under policy and law, to make minor and technical adjustments to

these proposed rates as necessary to correct mathematical rounding, errors, inconsistencies, or omissions and execute the Board's directives.

Motion: Chair Davis

Second: Trustee Gopalpur

- **Trustee Wichmann** commented about the decrease in state funding and the decrease in enrollment. He shared how Oregon Tech will continue to need tuition increases to maintain in the future.

Roll Call vote: Trustee Davis aye, Bird aye, Brown aye, Gopalpur aye, Jones aye, Minty aye, Nguyen aye, Starr aye, Vitali aye, Wichmann aye.

The motion passes unanimously.

8. Public Comment (moved to an earlier time)

- Jordan Spencer is a cybersecurity major and stated he has concerns about the retention of faculty. He asked for a comprehensive review of Dr. Naganathan's performance. He said he was sharing his perspective based on what he knew.

6.2 2022 Single Audit and FY 2023 Audit Planning *Jean Bushong CLA*

- **Jean Bushong** reviewed the single audit process and reported on the results. There were three findings, and they found that all action plans had been implemented to resolve the issues.

Motion:

Motion by the Board to accept the Oregon Tech FY 2022 Single Audit Report.

Motion: Trustee Minty

Second: Trustee Bird

Roll Call Vote: Chair Davis aye, Trustee Bird aye, Brown aye, Trustee Gopalpur aye, Trustee Jones aye, Trustee Minty aye, Trustee Nguyen aye, Trustee Starr aye, Trustee Vitali aye, Trustee Wichmann aye.

7. Additional Discussion

7.1 Portland Metro Growth Plan Update *Drs. Afjeh and Kessler*

- **Dr. Maria Lynn Kessler** advised that a Portland Metro Growth task force consists of faculty, staff, students, and a representative from the Wilsonville Chamber. It is focused on how to make the campus more welcoming and vibrant to promote enrollment and growth. Their short term goal is a 2% growth on the Portland Metro campus. Dr. Kessler highlighted some of the work and activities in the action plan, including target marketing, a transfer ad campaign, and ASOIT survey takeaways.
- **Dr. Afjeh** talked about a new initiative that will assist students in forecasting their careers in different geographic areas. It is a tool to get information about career choices

and the likelihood of success in that career in a geographic area. It will assist Oregon Tech with recruitment.

- **President Naganathan** asked how the person who uses the tool will connect the dots to connect with Oregon Tech. **Dr. Afjeh** stated it is information for a potential student. **Dr. Kessler** said that it is a valuable tool for job placement and can be used with current students and something career services can use.
- **Trustee Brown** stated we need to define the Portland Metro campus and what it should be. The question is, are we trying to solve a problem and not know what the target is?
- **Trustee Brown** asked how significant the growth should be and does there need to be a more long-term vision?
- **Provost Mott** stated a challenge will be adding programming in PM as there is competition from other universities in the area. We need to distinguish ourselves from other universities in Portland.
- **President Naganathan** said we need to stop the leak, **as the first step**. The 2% goal is modest, but it is stabilizing.

9. Other Matters

None

10. Adjournment (5:44 pm)

Respectfully submitted,



Dr. Ken Fincher

Vice President University Advancement & Interim Board Secretary