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**Academic Quality and Student Success Committee**  
**Minutes**

**Trustees Present:**

Jeremy Brown, Chair  
Kathleen Hill  
John Davis

Kelley Minty  
Celia Núñez

Phong Nguyen  
Nagi Naganathan (*ex officio*)

**Trustees Unable to Attend:**

Jill Mason

**Other Trustees in Attendance:**

Michele Vitali

**University Staff and Faculty Present in person:**

Abdy Afjeh, Vice Provost-Research & Academic Affairs  
Ken Fincher, Vice President University Advancement  
Erin Foley, Vice President of Student Affairs & Dean of Students  
David Groff, General Counsel & Interim Board Secretary  
Pam Grove, Assistant to University General Counsel & Interim Board Secretary  
John Harman, Vice President Finance & Administration  
Tom Keyser, Dean College of Engineering, Technology & Management  
Michelle Meyer, Director of Audit & Compliance-Business Affairs  
Joanna Mott, Provost & VP of Academic Affairs & VP for Strategic Enrollment Management  
Adria Paschal, Senior Executive Assistant to the President  
Dan Peterson, Dean College of Health, Arts & Sciences  
Doug Tripp, Director, Resilience, Emergency Management & Safety  
Bryan Wada, Information Technology Consultant 2  
Graham Wiltrout, Student (NERFS)  
Marcus Delamarter, Student (NERFS)  
Jane Woodcock, Executive Director, Sponsored Projects & Grants Administration

1. **Call to Order/Roll/Declaration of a Quorum, Chair Jeremy Brown**

Chair Brown called the meeting to order at 1:15 pm. The Board Secretary called roll, and a quorum was declared. Trustee Brown welcomed the new members to the committee and welcomed back Trustee Núñez.

2. **Consent Agenda Chair Jeremy Brown**

2.1 **[Approve Minutes of the June 2, 2022 Meeting](#)**

No changes were voiced. Minutes approved as submitted.

3. **Reports**

3.1 **[Provost's Report](#) Provost and VP for Academic Affairs and Strategic Enrollment Joanna Mott**

**Dr. Mott** reviewed her PowerPoint presentation, which addressed the September 2022 Convocation. She discussed the highlights thereof, including the keynote address, "Strategies for closing equity gaps," given by Drs. Ed Harri and Gita Banera, both Senior Vice Presidents at NWCCU, sessions on the Academic Master Plan, strategic enrollment plans, an assessment session, accreditation status, and addresses by the Provost and Deans. At a separate half-day event at the Portland-Metro campus, Senior Leadership met with ASOIT Leaders to discuss Portland-Metro student needs. Dr. Mott addressed staffing matters and advised that searches are in progress for the positions of Dean of Online Education and Global Engagement, Director for the new Center for Excellence in Applied Computing, and Associate Vice Provost for Academic Excellence. She also reported that faculty searches are underway this fall. Dr. Mott reported that Dr. Christopher Syrnyk had been promoted to Executive Director of the Honors Program and Office of Competitive Scholarships. Effective July 1, 2022. Also, Dr. Arief Budiman has been named Acting Director of the Oregon Renewable Energy Center (OREC), effective September 1, 2022. Dr. Kari Birrer-Lundgren will co-chair the new Wellbeing Committee, which has been formed, along with Sarah HendersonWong (Human Resources). This committee is one of the climate assessment action steps. Dr. Mott shared that a final draft of the Academic Master Plan will be posted on the website and disseminated via email for comments. An open forum will be scheduled to discuss the implementation of those action items with timelines in the current and next academic years. Every goal has a metric, timeline, person responsible, and resources listed in a searchable format. Dr. Mott also shared information regarding early notice dissemination to the statewide Provost Council regarding the MS in Dental Therapy, MS in Natural Sciences, MS in Biomedical sciences, and BS in Respiratory Care (new location – PM). Dr. Mott also reviewed the program accreditations process/outcomes for Civil Engineering, Mechanical and Renewable Energy (ABET), and the DPT program CAPTE site visit report due in November. She also provided an update on the DPT application pool.

Dr. Mott then reported on funding for Academic Initiatives, including \$1 million grants from HRSA for research, from HECC for Credit for Prior Learning, as well as funding for additive manufacturing, applied computing, and rural health care initiative, and a grant from the Murdoch Trust. Other asks and requests are pending. Dr. Mott also reported that 15 summer research grants were awarded through her office. Provost Mott reviewed initiatives related to Academic Excellence, including syllabi and video capture software. Provost Mott reviewed academic priorities for 2022-23, including NWCCU accreditation, student retention, academic master plan implementation, student success, excellence in instruction, and applied research. Dr. Mott explained the plan to meet with various stakeholders

throughout the year and concluded by reviewing goals by college and by program/office. Dean Keyser added information related to the Boeing partnership that will be unveiled soon. Dr. Mott answered questions related to the new syllabi and video software.

Trustee Brown asked about an elevator pitch related to the academic master plan and if it will incite excitement. Dr. Mott and Dean Peterson provided answers related to goal orientation, metrics, and much more that are forthcoming. Dr. Mott added that this is a faculty lead document.

### 3.2 **Student Affairs** *VP Erin Foley*

**Dr. Foley** reported that the Klamath Falls Portland-Metro ASOIT officers met on September 23<sup>rd</sup> for joint training that covered University-wide information, such as organizational structure, Board role, shared governance, student voice, and students on committees. Dr. Foley reported on the hiring of new coaches and staff members. Dr. Foley shared that the university submitted its annual campus safety security report on time. She shared that the second Howard Morris OT Athletic Hall of Fame ceremony was held on September 24<sup>th</sup> at the Ross Ragland Theater. The inductees included Dave Hummel, Dave Carrigan, Carmen Morgan, Bobby Thompson, Danny Miles, and the 1974 Men's Basketball Team. Ninety-Six student-athletes were named NAIA Scholar-Athletes for the 2021-2022 season, which is the most ever received by the Athletics Department. All 13 teams were honored as NAIA Scholar Teams, with a 3.33 GPA or higher.

Dr. Foley reported on the College Union (CU) and the challenges faced by its aging infrastructure. She also recognized the hiring of a new CU facility director. She reported on the success of career services during career fairs and stated that residence life has 710 persons living on campus, an increase from last year. Student activities and programs are well attended, with on-campus activities offered continually. Dr. Foley deferred a campus safety report to a report given later in the agenda by Doug Tripp, Director, Resilience, Emergency Management, & Safety.

Dr. Foley spoke about the training sessions provided by the Integrated Student Health Center (ISHC) and the Campus Safety staff and the related presentations at the convocation regarding services provided to students and assisting students in crisis. Dr. Foley reported on a program offered by the Student Involvement and Belonging (SIB) called "Flight School: Strong Start." As part of this program, SIB collaborated with Academic Affairs staff and faculty, the TRIO Tech Opportunities Program (TOP), and the Office of Housing and Residence Life. This pre-orientation program involved student success workshops and speakers for nearly 60 first-year students. The new Director of Veteran Student Services, Don Stockton, started September 6<sup>th</sup> and serves students across all campuses. Staffing levels are challenging as we have experienced turnover in career services, student life, advising, and mental health counseling. Dr. Foley shared they are also conducting an equity gap review/study.

Chair Davis congratulated the team for preparing the campus for the fall term.

## 4. Action Items

### 4.1 None

## 5. Discussion Items

### 5.1 Sponsored Projects & Grants Administration (SPGA) Report

*Jane Woodcock, Executive Director of Sponsored Projects & Grants Administration*

**Executive Director Woodcock** reviewed her PowerPoint presentation, which addressed the mission of the Sponsored Projects & Grants Administration (SPGA). She advised that the purpose of the SPGA is to assist faculty and staff with identifying funding opportunities, provide support for budget and proposal development, facilitate the submission of grant applications for individual, collaborative, and institutional proposals, maintain documentation of compliance with federal, state, and University regulatory requirements, ensure financial compliance and provide contract management services. Chair Davis asked for an example of how ED Woodcock supports a faculty member who needs her assistance. ED Woodcock gave an example of the process, procedure, timelines, deadlines, and pathways forward related to editing, copywriting, and whatever is needed based on their level of grant experience. Trustee Brown asked a question related to the institutional research board (IRB) and other related research policies and procedures. ED Woodcock and Dr. Mott answered in the affirmative that there are policies, an IRB, and other procedures in place but that the university should continually improve in all research areas. President Naganathan added that we are informing more and more people on the processes, how to make grant submissions, and how we must be able to meet grant timelines. He also thanked Dr. Afjeh and the team for their work. Trustee Nguyen said that he is impressed to see things happening. Trustee Vitali also shared her appreciation on behalf of OMIC, how ED Woodcock has been so helpful, and how great it is to have someone in this role.

### 5.2 Emergency Services Response Plans

*Doug Tripp, Director, Resilience, Emergency Management, & Safety*

**Director Tripp** reviewed his PowerPoint presentation on campus preparedness, including his extensive 30-year professional career, training, drills, governance, pandemic, and incident management exercises. He also addressed a resilience model for OT to include business continuity disaster recovery, emergency management, environmental health and safety, and sustainability. Trustee Minty asked about the connection of Oregon Tech with local and county emergency management. Director Tripp explained the critical need for close working relationships with all local partners. Trustee Minty offered her support to help Director Tripp. Trustee Nguyen asked if both emergency campus plans were equal. Director Tripp explained the intent to have a standard response plan for both campuses. The biggest challenge will be to project the plan to the Portland Metro Campus. Trustee Nguyen explained that the two campuses are very different. Director Tripp pointed to the need to tailor the needs of each campus, and the Portland Metro campus emergency plan continues to evolve. Trustee Brown asked about public perception and how people feel about coming to a safe workplace. Director Tripp replied that training and communicating with campus is ongoing, and he plans to build confidence in the procedures with continued, robust training. Also, this is reinforced by conducting drills and training. He stressed this is a systems approach and we are in the early stages of building the system. Trustee Minty inquired about the emergency response system and emergency alert systems. Director Tripp answered with the process and working with Dr. Foley and communications through appropriate channels. Threat assessment is done in the moment

as the situation arises. Oregon Tech relies on community input as well. Dr. Fincher added the Alert System is robust and segmented by campus.

### 5.3 National Early Response Firefighting System (NERFS)

**Graeme Wiltrot** (presenting for group Dylon Yoshinaga, Fletcher Stults, Marcus Delamarter, Toby Ruston, Sydney Beers, Logan Rivera, Jemisha Vargas, Gabriel Bafia, and Brandon Moehlmann)

On behalf of this group, Graeme Wiltrot presented the next generation of wildfire technology they have created. Their video of the NERFS system was shared and reviewed by the Board. This prototype contains software and hardware constituting an automatic and accurate firefighting system that can combat a fire in a matter of minutes. This system focuses on the response time and not the size of the response. It can take approximately 18 hours for a fire crew to arrive at a wildfire site. Instead, NERS is envisioned to fire custom-guided mortar rounds using military equipment and satellites. The rounds fired do not include explosives and can be refilled and reused with biodegradable liquid fire retardants. The mortar rounds have a ten-mile range with accuracy down to centimeters, thereby extinguishing a fire within 90 seconds of being spotted. Trustee Brown asked if there was an update from when their video was made. Wiltrot provided an update that included their process for stepping up the process, the design, and the need to review all electronics in their product.

President Naganathan asked about the team's ability to communicate with the Kingsley Base leadership. Wiltrot responded with an update on the information learned from the base and other possible technologies that may integrate with NERFS.

Trustee Brown asked for background on the presenters; Wiltrot and Delamarter responded and, after explaining their academic background, shared the inspiration for the NERFS program, how they became a team, and competed in innovation contests. Trustee Nguyen asked if the CSET department was involved in the team. Wiltrot responded that the team reached out to the department but most had already chosen senior projects and that the team does have a cross-disciplinary makeup. Additional conversations included possible team members and supporters.

### 5.4 Update on Human Resources Dashboard *John Harman, VPFA*

**VP Harman** reviewed his PowerPoint presentation, which addressed national resignation trends and why employees are resigning nationwide at such a high rate. He shared the various factors that guide the current trends in workforce mobility. He provided statistics regarding OT separations and new hires over a five-year period, including a breakdown by class, location, faculty tenure and rank, and the reasons for separation.

Trustee Brown added that this report's purpose was to examine the veracity of past claims made to the Board related to turnover and workforce mobility. President Naganathan pointed out the additional hires that have been made over this past 5-year timeframe.

VP Harman explained the exit survey results and separations. Chair Davis asked, what are we doing to implement a plan to address turnover. VP Harman discussed plans to invest in personnel with ongoing education programs and promoting from within. President Naganathan added that we need to care for each other, and provide connection points for faculty to grow. Dr. Mott added the plan to increase faculty training, networking

opportunities, and research support. There is also an endeavor to support new faculty to engage within the university community. President Naganathan shared the post-pandemic world has allowed for more in-person and person-to-person meetings. VP Harman offered to provide this information in subsequent meetings and/or as requested. Trustee Starr added his appreciation for the clarity provided by VP Harman's report. Trustee Brown added his comments and appreciation for the tool created for this request. He also commented on the 50% rate as admirable given the circumstances of an employee departing. President Naganathan recognized and thanked Dr. Brown, VP Harman, and his team for the report and diligence.

#### 5.5 Update on New Programs *Provost and VP for Academic Affairs and Strategic Enrollment*

*Joanna Mott – verbal only*

**Dr. Mott** reported that, consistent with the recent Board adopted process, she consulted with President Naganathan and Trustee Brown about sending out early notice for three new programs and one current program to be offered at a new location. This early notice process allows other institutions to reach out and collaborate before developing the full proposal and seeking approval from the Board and at HECC. Dr. Mott reported we have already received feedback on two of the programs from other institutions. She further discussed the early notice dissemination to the statewide Provost Council regarding MS Dental Therapy, MS Natural Resources, MS Biomedical Sciences, and BS Respiratory Care (Portland-Metro), as well as program accreditations in Civil, Electrical, Mechanical, Renewable Energy Engineering, and the Doctor of Physical Therapy. She discussed funding for academic initiatives to include a \$1 million HRSA Grant, \$1 million HECC Credit for Prior Learning Grant, \$3.2 million for additive manufacturing equipment, \$5.5 million for applied computing and rural health initiatives, \$446,000 from the Murdock Trust for Respiratory Care equipment, Summer Creativity Grants, pending HECC workforce development grant, and a federal appropriations bill for \$200,000 for the study of the Northern Waterthrush. She shared the priorities for Academic Affairs for 2022-2023: NWCC Accreditation, retention, Academic Master Plan implantation, student success, excellence in instruction, and applied research. Dr. Mott also discussed goals for the College of Engineering, Technology, and Management, the College of Health, Arts and Sciences, and other academic offices. Dean Peterson shared his excitement regarding the environmental science programming and its location in Klamath Falls. Dean Peterson called this a low resource request since most of the faculty and the program support needed to implement the MS in Natural Sciences degree is low or already met. Chair Davis asked what this degree translates to career-wise. Dr. Mott responded careers include working at state and federal agencies. The MS in Biomedical sciences complements several undergraduate degrees. The MS in Dental Therapy program is a program OHA and the Oregon Legislature support related to dental care for rural and at-risk populations. This is a unique program and an exciting opportunity. Chair Davis asked about the scope of practice for this degree. Dean Peterson responded the scope of practice is in place, which Trustee Hill echoed.

Regarding the MS in Natural Resources, Trustee Hill noted the absence of input from, or language related to, the Tribes in the documentation presented. Trustee Hill explained this is an opportunity to highlight Oregon Tech's commitment to diversity, inclusion, and cultural engagement. Dr. Mott agreed it was a miss and agreed to be more collaborative, and offered, in the final proposal the Tribes will be included. Trustee Nunez added her support to Trustee Hill's commitments and offered that the Board needs to carry on her passion for

the Tribes and our partnerships. Dr. Mott agreed, and President Naganathan thanked Trustee Hill for her input. Dean Peterson concluded with the endeavor to add the BS in Respiratory therapy to the Portland Metro Campus. Dr. Brown added his concern about equipment for the program and his hope that equipment needs would not be a problem at Portland Metro. He also added the need for Master's programs to be on an advanced level from undergraduate courses. Dr. Peterson answered that he had approached that concern with the academic side and assured the committee chair the program(s) would be at an advanced level.

6. **Other Business/New Business** - None

7. **Adjournment** (3:55 pm)

8. **Other Business/New Business** *Chair Jeremy Brown* - None

**Adjournment:** 3:55 pm

Respectfully submitted,

A handwritten signature in black ink that reads "Ken Fincher". The signature is written in a cursive style with a large, stylized "F".

**Dr. Ken Fincher**

*Vice President University Advancement & Interim Board Secretary*

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