

Board of Trustees - Meeting Agenda

Theme: Strategic Directions for a Vibrant Future

All times and discussion lengths are estimated and approximate, and the Chair of the Board of Trustees retains the right to adjust the agenda scheduling and the length of agenda items.

1. **Welcome/Call to Order/Roll/Declaration of a Quorum** (9:00 am) (5 min) *Chair John Davis*
2. **Public Comments & Regular Reports** (9:05 am)
 - 2.1 **Public Comments** *Chair Davis*
 - **Invited public comments from OT-AAUP** - *Union President Dr. Kari Lundgren*
 - **Invited public comments from OT-SEIU** - *Union President Alicia Jones*
 - **Additional public comments**
 - 2.2 **Reports from Shared Governance Organizations**
 - **ASOIT** (9:20 am) (15 min) - *ASOIT Presidents: Uriel Aguilar Torres (KF) and Ryland White (PM)*
 - **Faculty Senate** (9:35 am) (10 min) - *Faculty Senate President Dr. Yuebai Yang*
 - **Admin Council** (9:45 am) (10 min) - *Co-Chairs Gaylyn Mauer and Carl Agrifoglio*
 - 2.3 **Foundation Report** (9:55 am) (10 min) - *Foundation President Alan Polaski*
3. **Special Report**
 - 3.1. **2025 Oregon Legislative Session Update** (10:05 am) (15 min) - *Associate VP of Government & Community Relations Suzanne Kunse and Associate Director of Government & Community Relations Shane O'Brien*
4. **President's Report and Regular Board of Trustees Committee Reports and Discussions**
 - 4.1 **President's Report** (10:20 am) (15 min) - *University President Dr. Nagi Naganathan*
 - 4.2 **Academic Quality and Student Success Committee Report** (10:35 am) (10 min) - *AQSS Committee Co-Chairs Amuchastegui and Nunez*
 - 4.3 **Finance and Facilities Committee Report** (10:45 am) (10 min) - *F&F Committee Chair Jones*
 - 4.4 **Executive Committee Report** (10:55 am) (10 min) - *Chair Davis*
5. **Strategic Planning and Vision Discussion** (11:05 am) (45 min) - *Trustees and President*
 - 5.1 **Review key strategic short term and long-term goals and strategic investments**
6. **Executive Session** (11:50 am) (40 min) - *Chair Davis*

The Board will meet in Executive Session per ORS 192.660(2)(f) and ORS 40.225 Rule 503, to consider information or records that are exempt by law from public inspection, confidential communication subject to attorney-client privilege, and per ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.
7. **Adjournment** (12:30 pm)

Trustees in Attendance:

Chair Davis

Vice Chair Jones

Trustee Amuchastegui

Trustee Cauble

Trustee Dhir

Trustee Early

Trustee Gentry

Trustee Gopalpur

Trustee Hill

Trustee Neupert

Trustee Nunez

Trustee Starr

Trustee Vitali

Trustee Dentinger, non-voting member

President Nagi Naganathan, ex-officio/non-voting

University Staff, Visitors, and Faculty in person:

Dr. Abdy Afjeh, Vice Provost for Research and Academic Affairs, Interim Chair, MMET

Dr. Neslihan Alp, Dean, College of ETM

Dr. Ruth Claire Black, Dean of Online Education & Global Engagement

Dr. Mandi Clark, Vice President of Student Affairs

Alicia Dillon, Associate President-Controller

Michelle Meyer, Director of Audit and Compliance

Dr. Ken Fincher, Vice President of University Advancement & Board Secretary

Uriel Aquilar Torres, KF-ASOIT

David Groff, General Counsel

Sarah Henderson-Wong, Assistant Director of Benefits, Human Resources

John Harman, Vice President Finance & Administration

Dr. Jennifer Wilson, Director of Diversity, Equity, & Inclusion

Dr. Michelle Preston, Assistant Dean, HAS

Dr. Beverly McCreary, Associate Vice Provost of Faculty Relations

Dr. Yuehai Yang, President OIT Faculty Senate

Dr. Nate Bickford, Dean, College of HAS

Rick Hoylman, Professor and Program Director, M.M., CNMT

Dr. Christopher Syrnyk, Executive Director, Oregon Tech Honors Program and National Scholarships

Dr. Kari Lundgren, OT-AAUP

Bryan Wada, Information Technology Consultant 2

Dr. Joanna Mott, Provost & VP for Academic Affairs & SEM

Dr. Greg Stringer, Associate Vice Provost, Strategic Enrollment Management

1. **Welcome and Call to Order/Roll/Declaration of a Quorum (10:06 am)** *Chair John Davis*
 - Chair Davis called the meeting to order. Board Secretary Fincher took roll, and a quorum was declared. Chair Davis welcomed the new Trustees Neupert, Hill, and Dentinger. President Naganathan introduced them individually. He thanked everyone for attending the social events that had preceded the meetings. The theme was shared *by Ad Meliora: Toward Better Things*, and an overview was provided by President Naganathan.

2. **Consent Agenda**
 - 2.1 The minutes of the July Board Retreat were approved.

3. **Public Comment & Regular Reports**
 - 3.1 **Public comments** were made by OT-AAUP Union President Dr. Kari Lundgren, OT-SEIU Union President, Alicia Jones, and student Ronnie Ryno, a junior in nuclear medicine.
 - 3.2 **Reports from Shared Governance Organizations** included ASOIT leadership reports from the Klamath Falls campus by Uriel Aguilar Torres and a video message from the ASOIT Wilsonville leadership. A report from OIT Faculty Senate President Dr. Yuehai Yang was presented, as was a report from Admin Council Vice Chair Sarah Henderson-Wong
 - 3.3 **Oregon Tech Foundation** President Alan Polaski provided an update from the foundation and answered progress-related questions.
 - 3.4 **President Naganathan** provided the president's report to the board.

The board recessed for lunch at 12:03 pm and reconvened at 1:05 pm

4. **Special Reports and Discussion Items**
 - 4.1 AVP Dr. Greg Stringer provided a **strategic enrollment & student retention efforts report**.
 - 4.2 Dr. Christopher Syrnyk provided a report detailing the **Oregon Tech Honors program** and the work being conducted by **The Office of National Scholarships**.
 - 4.3 **Nuclear Medical and Molecular Imaging Technology** Professor Rick Hoylman and two students reported on their recent international trip.

5. **Board of Trustees Committee Reports**
 - 5.1 Co-Chairs Amuchastegui and Nunez provide a report from the **Academic Quality and Student Success Committee**.
 - 5.2 **The Finance and Facilities Committee, also serving as the Audit Committee**, report was provided by Committee Chair Jones.
 - 5.3 **The Executive Committee** report was provided by Board Chair Davis.

6. **Board Training**
 - 6.1 Dr. Jennifer Wilson provided **Title IX Training** to the board.

7. Action Items

7.1 An Authorization for Banner Finance Reconciliation motion was presented by Finance and Facilities Committee Chair Jones and was seconded by Trustee Starr. The motion states:

After discussion and review of related documents, and with the approval of the Finance and Facilities Committee, staff requests a motion to authorize the President or his designee to negotiate and execute an Agreement with CampusWorks in an amount not to exceed \$1,442,988 to support the reinstallation of Banner Finance, to be funded using \$1,028,000 in the State of Oregon Financial Sustainability Funds received through HECC and the remaining \$414,988 from other FY 2025-26 University operating resources, as well as delegation of authority to the President or his designee, as available under policy and law, to make minor and technical adjustments as necessary to correct mathematical rounding, errors, inconsistencies, or omissions and execute the Board's directives.*

The following Trustees voted aye:

Amuchastegui, Cauble, Davis, Dhir, Early, Gentry, Gopalpur, Jones, Neupert, Nunez, Starr, Vitali, and Hill.

There were no nay votes

7.2 A motion to authorize a budget adjustment and spending was made by Committee Chair Jones, and was seconded by Trustee Nunez. The motion states:

After discussion and review of related documents staff requests, and with the approval of the Finance and Facilities Committee, that the board approve an additional \$1.6 million in spending from reserve funds in FY 2024-25 to support the transition to the City of Klamath Falls municipal water system, which includes a \$1.1 million SDC and an additional \$500,000 to partially support a system pressure pump and estimated increased utilities expenditures, as well as delegation of authority to the President or his designee, as available under policy and law, to make minor and technical adjustments as necessary to correct mathematical rounding, errors, inconsistencies, or omissions and execute the Board's directives.

The following Trustees voted aye:

Amuchastegui, Cauble, Davis, Dhir, Early, Gentry, Gopalpur, Jones, Neupert, Nunez, Starr, Vitali, and Hill.

There were no nay votes

8. Executive Session – Chair Davis called the board into executive session and cited:

The Board will meet in Executive Session per ORS 192.660(2)(f) and ORS 40.225 Rule 503, to consider information or records that are exempt by law from public inspection, confidential communication subject to attorney-client privilege, and per ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

8.1 Legal Counsel David Groff, J.D., provided a session on board responsibility training.

8.2 A labor relationship training was provided by the Director of Labor Relations Services USSE, Brian Caufield, J.D.

The board returned from the Executive Session at 4:45

9. Additional Discussion and Other Matters

None

10. Adjournment at 4:47 pm

The meeting in its entirety can be viewed at
<https://www.oit.edu/trustees/meetings-events/recordings>

DRAFT

ASOIT - KF

Board of Trustees Meeting

January 17th, 2025

KF Officer Team Established

- **President:** Uriel Aguilar Torres
- **Vice-President:** Carter Grossgold
- **Finance Officer:** Isaiah Payne
- **Administrative Affairs Officer:** Peter Schram
- **Academic Affairs Officer:** Heather Ritter
- **Student Engagement Officer:** Aurora Parsons

Policies ASOIT-KF is Focusing On

- **Student Academic Integrity**

- Collaborated with Faculty Senate on GenAI usage in the policy .

- **Campus Activities: Time, Place, and Manner**

- Updated outdated ASOIT responsibilities.
- Respecting university property while ensuring student voices are heard.

- **Extending Library Hours**

- **Parking Policies**

- Addressing "who is allowed to park where."

Upcoming Event Partnership w/ Athletics

- **Black Out for Hunger**
 - We are collecting canned food donations for a local food bank.
 - Join us on Friday, February 7th
 - Receive a free t-shirt in exchange for donating.

FRIDAY, FEBRUARY 7TH 2025



GO OWLS

THE FIRST 500
DONATIONS OF
EITHER CASH OR
CANNED GOODS WILL
RECEIVE
A FREE SHIRT

**BLACKOUT
FOR HUNGER**

WOMEN PLAY @ 5:30
MEN PLAY @ 7:30

Oregon **TECH**
ASOIT



Benefiting:

Klamath-Lake Counties

FOOD BANK

ANY QUESTIONS PLEASE EMAIL ASOIT@OIT.EDU



Associated Students
of Oregon Institute of Technology



2024-25 PM-ASOIT Platform

1. Quality of Education
2. Academic Advising
3. Improving Amenities for Students

Open Letter to the Administration

1. Financial Planning Resources
2. Institutional Support
3. Communications Updates
4. Proactive Advocacy and Resolutions

Administrative Council Report

January 17, 2025

Gaylyn Gaddy Maurer
Executive Director
Health and Wellness

Carl Agrifoglio
Director

IT Operations & Classroom Technology

Co-Chairs, Administrative Council



Kudos Recognition

- * Awardees since last Board of Trustees Meeting:
- * Shawni Cayetano-Ramos
- * Niki Young
- * Jennifer James
- * Lee-Hon Tan



What Do We Do?



Building & Grounds Leadership:

- Facilities Leadership
- CU Management



Development:

- Advancement (Fundraising)
- Marketing
- Alumni Relations



Information Technology Mgmt.



Health & Wellness:

- Counselors
- Health Promotion
- Wellbeing
- Clinic Staff
- REMS team



Personnel Management:

- Human Resources
- Payroll



University Leadership:

- Provost team
- Deans
- Vice Presidents
- Legal Counsel
- Exec. Directors
- Exec. Assistants
- Directors



Finance:

- Accountants
- Budgeting
- Accounts Receivable
- Cashier
- Procurement
- Compliance



Academic Advising:

- TOP (TRiO)
- Academic Advising & Retention
- College Advisors



Student Support:

- Veterans
- Tech Nest
- Athletics
- Student Involvement & Belonging
- Disability Services & Testing
- Basic Needs
- Career Svcs.
- Housing



Enrollment Management:

- Admissions
- Financial Aid
- Online Learning
- Honors Program
- Registrar Mgt.
- Educational Partnerships

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Little Known Facts about Unclassified Staff

157
in
total

38
> 10
Years

10
> 20
Years

938
years
of
service

Compensation Study & Market Comparison

For a Little Context

- * Unclassified Staff are the only unrepresented (i.e. non-union) group of employees
 - * Faculty Union (OT-AAUP)
 - * Classified Staff Union (SEIU)
- * An outdated policy exists (2005) that calls for a compensation study to be done on a “regular basis”
- * There is no record of a compensation study ever being performed for unclassified staff at Oregon Tech
- * Historically, there have been no established salary ranges for unclassified positions
 - * Salaries for new positions have been established by:
 - * Comparing ranges for existing, comparable jobs
 - * Researching the Integrated Postsecondary Education Data System (IPEDS)

2023 Unclassified Administrative Staff Compensation Study Overview

						
Preparation	Confirm Comparison Markets	Job Classification Structure	Market Assessment	Review Salary Structure	Pay Equity Analysis	Present Final Results
<ul style="list-style-type: none"> • Collect and review data and materials relevant for <i>Study</i> • Conduct Project Launch • Hold stakeholder meetings 	<ul style="list-style-type: none"> • Develop methodology to create the comparison market peer group 	<ul style="list-style-type: none"> • Review job descriptions • Develop a classification structure including job families and standardized internal titles for positions 	<ul style="list-style-type: none"> • Identify appropriate benchmark positions in the market data • Conduct variance analysis to determine OT's level of market competitiveness 	<ul style="list-style-type: none"> • Review salary information • Based on market data, assign jobs to structures/ranges • Identify incumbent and cost implications • Finalize structures/ranges 	<ul style="list-style-type: none"> • Develop methodology for analysis • Prepare initial descriptive statistics • Develop a regression analysis • Conduct review of initial findings 	<ul style="list-style-type: none"> • Prepare final report of findings and recommendations
Q3 2023	Q3 2023	Q3 2023	Q4 2023 – Q1 2024	Q1 2024	Q2 2024	Q3 2024

Preliminary Results & Phased Response

- * All unclassified positions placed in “Bands” (levels 1 through 12, based upon salary)
- * Each position was assigned a salary range, based upon market comparisons
- * Administration’s Phased Response
 - * Phase One:
 - * Segal identified 30 individuals who were far below their market salary range (this was 21% of all unclassified staff)
 - * The administration elected to increase their pay immediately to be within their salary range
 - * Phase Two:
 - * Looking forward, Human Resources will take a deeper look at all positions, to determine whether an increase is warranted based upon factors such as longevity with the university, industry experience, and so on
- * Admin Council appreciates the administration’s prioritization of those who were below market value, and look forward to Phase Two of the response
- * We realize that the current state of the budget precludes the ability to make adjustments all at the same time

Questions?
Thank you for your time!

Oregon **TECH**

Admin Council