
The Oregon Tech Board of Trustees held an Executive Session from 9:30am to 10:00am Per ORS 192.660 and ORS 40.225 Rule 503, to consider information or records that are exempt by law from public inspection and to discuss confidential issues with attorney-client privilege. No final action or final decision was made during the executive session.

Board of Trustees Meeting MINUTES

Trustees Present:

Jessica Gomez, Chair (in person)
Vince Jones, Vice Chair
Jeremy Brown
Lisa Graham

Rose McClure (in person)
Jill Mason
Kelley Minty Morris (in person)
Nagi Naganathan, President (in person)

Grace Rusth (in person)
Mike Starr (in person)
Paul Stewart

Trustees Unable to Attend:

Kathleen Hill
Fred Ziari

University Staff and Faculty Present in Person:

Brian Fox, VP Finance and Administration (in person)
Erin Foley, VP Student Affairs and Dean of Students (in person)
David Groff, General Counsel (in person)
Scotty Hayes, Information Technology Consultant (in person)
Tom Keyser, Dean College of ETM (in person)
Don McDonnell, Associate Professor MIT and Faculty Senate President (in person)
Joanna Mott, Provost and VP Academic Affairs and Strategic Enrollment Management (in person)
Adria Paschal, Senior Executive Assistant to the President

Others Present:

Jean Bushong, CliftonLarsonAllen

1. Call to Order/Roll/Declaration of a Quorum

Chair Gomez called the meeting to order at 10:18am. She explained the order of the meeting will be altered to accommodate an in-person report of the Faculty Senate President. He will make the first report. The Board Secretary called roll and a quorum was declared.

2. Reports

2.1 President's Report

President Naganathan showed a PowerPoint presentation included in the agenda report. He explained how we adapted to the COVID pandemic, results of student surveys at the

beginning and end of Spring Term, our reopening plan, financial and budget adjustments addressing the COVID-19 impacts, enrollment outlook for Fall Term, and updates on personnel searches. He explained the outreach to students both in Klamath Falls and Portland-Metro.

2.2 Administrative Council Report – written report in agenda packet

2.3 Faculty Senate Report

President Don McDonnell introduced himself and shared his two goals: to increase shared governance and communication, and to revise faculty senate’s focus as a result of faculty unionization. He explained the goals of the president and faculty are the same: the success of the students. He stated it appears discussion occurs at a high level but the information does not get disseminated to the faculty so the perception is a lack of transparency. He would like to open the channels of communication so information can be more freely shared. He stated that with faculty unionizing it will change the look of faculty senate. Committees such as faculty welfare and compensation, and rank, promotion, and tenure will exist this year but will be phased out as those issues will be addressed by the union. He will focus on what the faculty senate will look like in the future. He anticipates the focus will be more on academic issues. He highlighted the pre-COVID survey of faculty and the focus is on burn-out and overload. He asked the trustees to review the survey results. The overload and non-teaching duties are burning faculty out. He praised faculty for their quick move to adapt spring term to virtual teaching. He also thanked Scotty Hayes and IT for their assistance.

Trustee Graham joined the meeting at 10:30am.

Chair Gomez and **President Naganathan** thanked him and stated they look forward to working with him. **Chair Gomez** appreciated his acknowledgement of the differentiation between intent and perception.

Trustee Starr requested faculty senate define the problem of communication and shared governance - what would work well and what doesn’t work well - to help administration address the issues. The more detailed they can be in identifying the problem, the easier it should be for administration to respond and fix the problems.

2.4 OMIC Report – written report in agenda packet

2.5 Foundation Report – written report in agenda packet

2.6 Legislative Report – written report in agenda packet

2.7 Enrollment Management Report – written report in agenda packet

2.8 Finance and Facilities Committee Report

Vice Chair Vince Jones reported the committee reviewed the fiscal year 2020 third quarter report. He noted staff and faculty were very conscientious about spending which contributed to the overall financial outlook of the university. He appreciated the strong position we are in with approximately one term of cash on hand. He explained the board was looking at a deficit budget of \$1.8M; but the end of year forecast is a deficit of only about \$120K. He reviewed the progress on capital projects. The Committee approved the annual work plan.

3. Consent Agenda

3.1 Approve Minutes of the April 2, 2020 Meeting

With no amendments proposed, the minutes of the April 2, 2020 meeting stand as published.

Trustee Ziari joined the meeting at 11:10am.

4. Action Items

4.1 Approval of the President's Program Reduction and Elimination Plan

President Naganathan explained the process and the proposal as outlined in the agenda report. There were no major comments received from the campus. He will give periodic updates to the board on the results. **Trustee Brown** acknowledged this is a difficult time and getting people from the internal community to have these tough discussions is very hard to do. Such engagement is much appreciated and requested his appreciation be passed on to those who participated in the discussions.

Trustee Brown moved to approve the President's Program Reduction and Elimination Plan as presented. Trustee Minty Morris seconded the motion. With all trustees present voting aye, the motion passed unanimously.

4.2 Adoption of the 2020-2021 All Funds Budget

Jean Bushong stated unrestricted net position should not be thought of as operational reserves. The liabilities included in the financial statements are liabilities of the institution. The state is not the back stop. Audited financial statements are at a point in time and cash and investment balances fluctuate throughout the year. Audited financial statements are not 'hiding' financial reserves. **VP Fox** reviewed the third quarter general fund report in the Finance and Facilities Committee agenda report. He noted last year the E&G ending fund balance at the end of March was \$30M but it will decrease and currently there is approximately \$10M in ending fund balance. He noted that the proposed budget includes the President's Program Reduction and Elimination plan. He reviewed the state's revenue forecast, identifying the 2021-23 and 2023-25 bienniums will be tough. He outlined the budget process including the budget principles, timeline, budget assumptions, budget targets, divisional reductions, strategic investments, additional divisional support. The divisions have worked hard to submit a balanced budget. He highlighted some of the risks including the operating modality for Fall term, costs associated with Fall term reopening, impacts on enrollment, federal stimulus, labor relations, changes to the HECC funding model. **Chair Gomez** stated she appreciates the university making these difficult decisions now and in a strategic way rather than proposing to use reserves. **VP Fox** addressed our ability to handle an increase in student capacity. **Trustee Brown** suggested creating a narrative that protects our funding. He does not want other universities that might be in tougher financial situations to ask for our funds because we did the right thing. He would like us to get in front of the state talking about the programs we offer students that are in demand and that we are focused on the future. **Trustee Starr** complimented the work to reduce the budget deficit but noted that the next biennium is going to involve at least double the reductions that we addressed this year. **Chair Gomez** stated we need to work

towards self-sufficiency as much as possible. We need to focus on increasing revenue. **President Naganathan** explained that the sacrifice administrative and classified employees are making are appreciated.

Trustee Minty Morris moved to adopt the 2020-2021 All Funds Budget. Trustee Ziari seconded the motion. With all trustees present voting aye, the motion passed unanimously.

4.3 Adoption of the 2021-2026 Strategic Plan

President Naganathan provided introductory remarks on the 2021-26 strategic plan and introduced Dean Keyser who co-chaired the Strategic Planning Steering Committee. **Dean Keyser** presented the elements of the plan and explained the next step is to create an implementation process. As part of this, there will be two co-leaders for each pillar, who in turn will invite other colleagues to be part of an implementation group for that pillar. One of the first steps will be to identify metrics and measurables by December 2020. **President Naganathan** stated there are five plans that should be aligned to the university's success: strategic plan, diversity plan, facilities master plan, academic master plan and the university budget. The institutional dashboard metrics will be designed to reflect the progress of each of these plans. **Trustee Starr** emphasized the importance for all of the plans to be in alignment and noted the need to measure and change if the outcomes are not what they should be. **Dean Keyser** does not expect the pillars, goals, and desired outcomes to change given COVID. **Trustee Brown** recommended the need to update the plan overtime and not just at the end of the timeline.

Trustee Rusth moved to adopt the 2021-2026 Strategic Plan. Trustee Starr seconded the motion. With all trustees present voting aye, the motion passed unanimously.

5. Discussion Items

6. Other Matters

Trustees shared their thoughts about the meeting.

7. Public Comment – none

8. Adjournment

Meeting adjourned at 12:56pm.

Respectfully submitted,



Sandra Fox
Board Secretary