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**MINUTES****Trustees Present:**

Lisa Graham, Chair	Jessica Gomez	Kelly Minty Morris
Steve Sliwa, Vice Chair	Kathleen Hill	Celia Núñez
Jeremy Brown	Vince Jones	Dan Peterson
Nicole Galster	Nagi Naganathan, President	Paul Stewart
Bill Goloski	Jill Mason	

**University Staff and Faculty Present:**

Sandra Bailey, Director of Academic Success  
Lita Colligan, AVP of Government Affairs and Industry Partnerships  
Erin Foley, VP of Student Affairs/Dean of Students  
Brian Fox, VP of Finance and Administration  
Jim Jones, CIO/AVP IT  
Jennifer Kass, Administrative Council Representative/Director of Career Services  
LeAnn Maupin, Interim Provost/Dean of College of HAS  
Laura McKinney, VP of Wilsonville  
Steve Neiheisel, VP of Strategic Enrollment Management  
Hallie Neupert, Interim Dean of College of ETM/Department Chair  
Dana Onorato, Associate Dean of Students  
Adria Paschal, Senior Executive Assistant to the President  
Di Saunders, AVP of Marketing and Public Relations  
Aaron Scher, Assistant Professor EERE  
Maureen Sevigny, Program Director of Distance Education  
David Thiemert, Associate Professor Civil Engineering and Faculty Senate President  
Erika Veth, Dean of Distance Education

**Others Present:**

Nicholas Babcock, BS/MS Renewable Energy Engineering Student  
Peggy Hawkins, ASOITW Incoming President  
Austin Hinman, Electrical Engineering Student  
Kevin Malstrom, ASOITW President  
Jacob Niska, Electronics Engineering Technology Student

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

**Chair Graham called the meeting to order at 1:01pm. The Secretary called roll and a quorum was declared.**

## 2. Reports

### 2.1 President's Report and Discussion

**President Naganathan** walked through a PowerPoint presentation. He explained the ongoing goal setting process that included a transition team of internal and external stakeholders and an internal stakeholder retreat that will lead to a larger set of aspirational goals to be addressed over the next few years. He recapped his activities including legislative activities, meetings with the Jeld-Wen CEO, and Sheffield's Manufacturing Innovation Center, dedication of a laboratory for John and Lois Stillwell on the Klamath Falls campus; hosting a delegation from PSG Institute of India to establish a relationship of transferring students to Oregon Tech, and holding a community meeting to gain support for the Center for Excellence and Engineering Technology project. He highlighted that Oregon Tech became the lead university for OMIC and is now an official Blue Zones workplace. He mentioned new administrative staff: Dr. Gary Kuleck and CIO Jim Jones, and thanked outgoing student leaders Kevin Malstrom and Zach Pascual, and welcomed incoming leaders Peggy Hawkins and Faith Lee.

### 2.2 Strategic Enrollment Management Report

**VP Neiheisel** walked through a PowerPoint presentation explaining the strategy behind enrollment management: improve the number of applications, enroll more students, and retain more students. He outlined current activities to accomplish this including the Tech Experience, registering new students early. **Chair Graham suggested additional discussion regarding enrollment management at the retreat.** Discussion regarding remissions and assessing success rates. **VP Neiheisel** stated he did not observe an impact on enrollment based on the Oregon Promise. **Trustee Minty Morris** exited the meeting.

### 2.3 ASOIT Wilsonville Report

**President Kevin Malstrom** stated he is graduating in June and introduced Peggy Hawkins as the incoming President. He gave an overview of recent activities including the approval of funds to purchase new study cubicle furniture for common spaces, the proposal of a bill to allow college students to use the FAFSA application to apply for food stamps, attendance at TRU day at the capitol, and appropriating funds to replace projectors in classrooms, and purchasing 3D printers. **Peggy Hawkins** thanked ASOIT for funding TECH Talks this year.

### 2.4 Administrative Council Report

**Administrative Council Representative, Jennifer Kass** gave an overview of accomplishments including amending the mission to focus on building community; hosting spirit week; partnering with HR to look at the onboarding process, addressing how to retain administrative staff; and hosting elections. She stated a draft work plan for next year was created identifying the need to maintain streamlined communication with more outbound communication, build on the relationship with HR regarding recruitment and training, and create more involvement to build the sense of community on campuses.

### 2.5 Faculty Senate Report

**President David Thaemert** gave an update on faculty senate activities: the Academic Standards Committee continues to evaluate the credit for prior learning policy, digital badging process and standards, transferability of courses and accumulation of credits by

transfer students, and the effect it could have on academic standards; the Elections Committee held elections in early May. The Faculty Compensation Committee continued to work on the compensation study, and discussed the board adopting a compensation philosophy for faculty, to provide guidance to help determine how to position pay and ranges. The Faculty Welfare committee provided a framework document for discussion on workload including how faculty serve the institution through committees, commissions and councils. The Rank Promotion and Tenure Committee focused on tenure and non-tenure track faculty balances. The Senate Executive Committee looked at how transparent the committee is and how effective it is; they will send out a survey at the end of the academic year and report back to the Board in the fall. Faculty are looking forward to the new provost and thanked the deans and interims. He stated the faculty response to strategic enrollment management is flat-lined but there is a positive relationship. Discussion regarding background and rationale of the proposed compensation philosophy. **Vice Chair Sliwa** stated the board would like to ensure there is good shared governance and trustees ask questions of him to ensure there is conversation around the topic on campus. **Trustee Brown requested to see the final compensation report.** The trustees would like to know where staff sees enrollment growing; would like faculty-led thoughts on what they would like to see grow.

## 2.6 Legislative Session Update

**AVP Colligan** referenced the information in the agenda packet and added that the most recent budget forecast estimates the 'kicker' will be initiated; the Legislature is still working on cost-containment (PERS and PEBB reform) and new revenue options; both chambers and parties want a transportation package but it will surface after education is addressed. Discussion regarding CTE funding and partnering with local schools. **Chair Graham** thanked AVP Colligan for her service and wished her well in her retirement.

## 2.7 Academic Quality and Student Success Committee Report

**Trustee Brown** stated the bachelor of science in professional writing degree received HECC approval and will be marketed after receiving accrediting agency approval. The masters in applied behavior analysis is awaiting HECC approval and accreditation approval. Staff will submit a request to extend the BSME degree to the Wilsonville campus and students currently enrolled have options of completing the degree. He stated staff will work with the new provost on a degree-review process and timeline. He reviewed the presentation on NSSE.

## 2.8 Finance and Facilities Committee Report

**Vice Chair Sliwa** stated the committee reviewed the quarterly financial report and the full board will receive a tutorial explaining the report at a future meeting. The committee reviewed the proposed budget and made a recommendation for the full board to approve it as proposed. As the audit committee, the trustees heard an update on the internal audit. They received a report from FOAC and he noted that some faculty have a "wait and see attitude" about the investments such as OMIC because of past investments and broken promises, but because of the increased transparency faculty are now more optimistic. He explained the board's commitment to robust shared governance. Johnson Controls (JCI) gave an update on the geothermal plant; there have been issues in commissioning the facility however JCI committed to bring the project online, hopefully during fall 2018.

## 2.9 Executive Committee Report

**Chair Graham** stated there is proposed legislation to amend the annual evaluation process of the university by HECC to every two years; and staff is still uncertain on the outcome of the information we submitted. The committee reviewed the board agenda with a focus on the budget recommendation.

## 3. Consent

### 3.1 Approve Minutes of the May 08, 2017 Special Meeting

**With no amendments proposed, the minutes stand approved as published.**

**BREAK 3:05-3:20pm**

## 4. Action Items

### 4.1 Recommendation to Adopt the 2017-18 Education and General Operating Fund Budget

**VPFA Fox** walked through a PowerPoint presentation reviewing information in the agenda packet. He explained there is a forecast decrease in state funding and increased costs for retirement and healthcare expenses. The proposed budget is designed to ensure stability by not making radical departures from current operating investments, and allow the incoming President to make strategic investments to grow revenues in FY 2019. The budget proposes revenue of \$59.1M and expenses of \$61.9M with a net operating loss of \$3.2M of which \$1.5M is for the strategic investment pool. He stated the fund balance should be in the 10-15% range or operating expenses per board policy but this year is expected to end at 17.1%; with the proposed budget it would be down to 11% next year. This budget includes several faculty positions (12) in growing programs and programs with capacity for growth; it also includes a position for in house legal counsel and an associate provost.

**Vice Chair Sliwa moved to adopt the 2017-18 Education and General Operating Fund Budget as proposed. Trustee Stewart seconded the motion.**

**Vice Chair Sliwa** stated the Finance and Facilities Committee does not support deficit spending but there was thought behind the decision to recommend approval of the budget to the board. Discussion regarding paying for items which the university has no control over such as PERS/PEBB and those things that can be improved including processes and facilities to reduce operating expenses. **Trustee Jones** is confident that these changes can be made so that the budget improves over time and deficit budgets will not be brought before the board again. **Request to see metrics at regular board meetings to see how the budget compares to estimates.** **Dr. Nagi** stated we don't have enough precision to identify specifically what investments need to be made right now but we must increase the number of students, create partnerships, and identify opportunities to increase credit hours but not overload faculty. He explained that members of the institutions are being engaged to manage their budget and to look at the revenue side of the equation. **VPFA Fox** stated over the last decade resident enrollment increased 55%, faculty increased 25%, and the

administrative and executive ranks remained flat but those positions took on significant responsibilities with the divestment of OUS.

**A roll call vote was taken and with all Trustees present voting aye, the motion passed unanimously.**

## 5. Discussion Items

### 5.1 Marketing and Strategic Enrollment Management Update

**VP Neiheisel** walked through a PowerPoint presentation and explained how students are finding the university and how the university, using marketing and strategic enrollment management, responds to the various types of students. He stated it is a personalized service that requires selective targeting and customization of the message to students and the influencers: parents, counselors, and instructors. He emphasized the need to be proactive and find the students; identifying the experience various students are looking for and market that rather than the university in general. **AVP Saunders** walked through the various means of marketing and explained the use of digital advertising to follow recruiters when they are on the road; targeting in the physical vicinity of the recruit location. **Dean Veth** explained distance education has its own marketing budget and focuses on marketing at the program level using digital advertising with social media and Facebook, GoogleAd words, targeted web advertising based on zip codes, and mailings every summer. She emphasized that all online marketing decisions are data driven. There is also a concentration of niche marketing out of state for certain programs such as dental hygiene.

### 5.2 Review of Board and Trustee Evaluations

**Vice Chair Sliwa** stated there were 12 responses to the survey and the plan is to have the results printed out and available at the board retreat. He identified three themes from the responses: a desire to increase the orientation of new members to the rest of the board; the acknowledgment that trustees aren't here to manage the institution but rather they want to be involved in navigating the future and hope the agendas move in that direction; and the request to bring back the roundtable/wrap up on the agenda. This evaluation will be a benchmark for the future.

**Chair graham** reminded the board of the board retreat dates: July 20-21.

## 6. Innovation and Entrepreneurship Presentation

**Professor Scher** walked through a PowerPoint presentation and explained how the Essential Studies Synthesis Experience (ESSE), a new general education program that supports student development, works-in six essential student learning outcome areas to courses (ethics, diverse perspective, communication, teamwork, quantitative literacy, and inquiry analysis).

Students **Austin Hinman** and **Jacob Niska** gave a presentation on their ESSE/Capstone project explaining the concept and origin, methods and design processes, fabrication, testing, and potential product development. They highlighted their interaction with industry and university mentors as well as the assistance from the Oregon Tech 3-D print club.

Student **Nicholas Babcock** gave a presentation on his experience with research and innovation at Oregon Tech. He explained his pathway started with the Cleantech Challenge in 2015, moved

onto work in the wireless power transfer lab including development and testing of prototypes and a presentation at the 2016 ASEE conference in Boise, Idaho; and ultimately to his graduate research project.

7. **Public Comment** - none

8. **Roundtable**

**Trustee Galster** thanked the Trustees for the experience of being a member of the board. **Trustee Stewart** stated he enjoyed and was inspired by the student presentations. **Trustee Gomez** liked to see the new staff members working together and is looking forward to increased enrollment. **Trustee Goloski** appreciated the quality of presentations. **Trustee Brown** appreciated the participation and engagement of trustees. **Trustee Peterson** is grateful for the expertise and thoughts each trustee brings to the table. **Trustee Hill** is interested in making this a rewarding institution and would like to support all students. **Trustee Núñez** is proud of leadership and the trustees' commitment to the university. She would like to hear more about OMIC. **Vice Chair Sliwa** feels like Trustees are being rewarded in their commitment to help the university achieve its potential. **Trustee Jones** appreciates consolidating the meetings to one day and that the board makes major decisions to ensure things can be accomplished. **Trustee Mason** liked the proactive, adaptive, and strategic manners of staff in addition to being data driven, and collaborative. **Dr. Nagi** thanked his colleagues for all of the prep work and getting work out on time. **Chair Graham** appreciated the courage of the trustees to come to meetings and make major decisions; the courage of staff to present and be excited about where the university is going; and the courage of our students to share their goals and accomplishments.

9. **Adjournment**

**Chair Graham adjourned the meeting at 5:42pm.**

Respectfully submitted,



Sandra Fox  
Board Secretary