

## **MINUTES**

### **Trustees Present:**

Lisa Graham, Chair	Kathleen Hill	Liam Perry
Steve Sliwa, Vice Chair	Vince Jones	Dan Peterson
Jeremy Brown	Jill Mason	Fred Ziari
Bill Goloski	Kelly Minty Morris	
Jessica Gomez	Nagi Naganathan, President	

### **University Staff and Faculty Present:**

Sharon Beaudry, Assistant Professor Management  
Todd Breedlove, Department Chair Computer Systems Engineering Technology  
Erin Foley, VP of Student Affairs/Dean of Students  
Brian Fox, VP of Finance and Administration  
Phil Howard, Assistant Professor Computer Systems Engineering Technology  
Josie Hudspeth, Chair Administrative Council, Associate Director of Campus Life  
Jim Jones, CIO/AVP IT  
Gary Kuleck, Provost/Dean of Academic Affairs  
LeAnn Maupin, Interim Provost/Dean of College of HAS  
Brittany Miles, Industry Outreach – Government Relations Manager  
Sophie Nathenson, Associate Professor Humanities and Social Sciences  
Steve Neiheisel, VP of Strategic Enrollment Management  
Hallie Neupert, Interim Dean of College of ETM/Department Chair  
Adria Paschal, Senior Executive Assistant to the President  
Tracy Ricketts, AVP Development and Alumni Relations  
Kate Sinner, AVP of Government Affairs and Industry Partnerships  
Terri Torres, Associate Professor Mathematics  
Ashley VanEssen, Public Information Representative  
Erika Veth, Dean of Distance Education  
Suzette Yaezenko, Chief Human Resource and Civil Rights Officer

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

**Chair Graham called the meeting to order at 1:00 pm. The Secretary called roll and a quorum was declared.**

#### **2. Reports**

##### **2.1 President's Report and Discussion**

**President Naganathan** gave an overview of activities including: convocation, contracting with a search firm to recruit a Dean of the college of ETM, search for internal legal counsel, existing enrollment figures, the Cyber Defense Center, the Governor's Proclamation of the Day of Cyber, OMIC, Cascadia Corridor Collaborative with Lake Washington Institute of Technology and British Columbia Institute of Technology, industry meetings in Medford including Rogue Community College, hosted Congressman Walden, hosted HECC, Catalyze Klamath winners competed in InventOR, change in Faculty Administration meeting formats, reference of Wilsonville campus as Portland-Metro campus in Wilsonville, fundraising events, Title IX and DACA, Latino Club, welcomed new staff members.

## 2.2 ASOIT Klamath Falls Report

**President Faith Lee** previously submitted a written report and sent an apology for not being able to attend due to class schedules.

## 2.3 Administrative Council Report

**Administrative Council Chair, Josie Hudspeth** explained the group meets monthly, representation is from both the Wilsonville and Klamath Falls campus, they are conducting a survey of staff, and looking for the best ways to offer growth opportunities for staff.

## 2.4 Faculty Senate Report

**Vice President Sharon Beaudry** stated the faculty and administration are facing the same direction, the Academic Standards committee is building infrastructure to support micro-credentials, as well as essential studies synthesis experience. Faculty workload is at the forefront of everyone's minds, balance of goals of tenure and non-tenure faculty, faculty development, compensation. Create a culture and support system in an entrepreneurial environment can grow. Look forward to working with admin to achieve strategic mission of the university.

## 2.5 Legislative Session Update

**AVP Kate Sinner** outlined issues to watch in 2018 including Ballot Measure 101, which will be on a special election in January, a Cap and Invest Bill, unfunded liability group, and legislation on apprenticeships. She identified upcoming personnel changes in the Legislature.

## 2.6 Strategic Enrollment Management Update

**Dr. Neiheisel** gave a presentation on enrollment figures, issues in SEM and solutions identified and in place, including nine targets. **Vice Chair Sliwa** identified remissions as a key to success and asked that it be added to the list. **Chair Graham** suggested adding key interaction and collaboration with various departments as a key to success, also. **Trustee Goloski** suggested creating a dashboard for future presentations. **Chair Graham** requested to see a visual connectivity between how students hear about Oregon Tech, how SEM fits with the overall health of the university, and where the risk points are.

## 2.7 Information Technology Services Update

**AVP Jones** walked through completed projects, projects in process and upcoming projects. He stated the department is increasing the communication; converting to the

cloud; migrating the phone system to skype for business; moving the Banner application to Amazon hosting services; creating a faculty innovation center; automating business processes; increasing security; and working on the IT strategic planning process, student support, augmented reality, and voice user interface.

## **2.8 Academic Quality and Student Success Committee Report**

**Trustee Brown** stated Provost Kuleck gave a report of his first three months. The committee received an update on searches, faculty development and new technologies, and learned a regular series of dialogues between administration and academics started. There was discussion on the academic program review process, and an update on the essential study model project. An update was given on bookstore figures and the use of, and desire for, open source books. An overview of Veteran's services was given and staff from the Integrated Student Health Services gave a presentation. He noted that we do not have a cap on the number of visits for mental health issues and the counselors received high marks from students.

## **2.9 Finance and Facilities Committee Report**

**Vice Chair Sliwa** stated staff will be presenting detailed reports to the committee and will not reiterate the information at the board level. He encouraged trustees to review the minutes or watch the recorded meetings. He relayed that credit hours are down from the forecast but we are receiving more funding from the state than forecasted. We have new budget director, Stephanie Pope, making progress to provide a monthly report for entire university. FOAC report provided a concern about OMIC and staff should increase communication to faculty and staff regarding this project. The committee reviewed the Internal Audit report and was updated on capital facilities.

## **2.10 Executive Committee Report**

**Chair Graham** stated the committee discussed trustee terms and the strategy to ensure continuity for the university as the terms end. To stagger terms the chair and president will work with the governor's office to determine what can be done. The Chair and President will identify new leadership for the Chair, Vice-chair and committee chair positions. They will bring a nomination back to the executive committee for a recommendation to the full board. She asked if there were topics that trustees would like to focus on in upcoming meetings to send them to board secretary, board chair or president.

## **3. Consent**

### **3.1 Approve Minutes of the May 25, 2017 Meeting**

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

**BREAK 3:20-3:35pm**

## **4. Action Items**

### **4.1 Selection and Approval of 2018-19 Meeting Dates**

**Chair Graham** led a discussion regarding potential dates and locations versus virtual meetings.

Amended proposed dates and locations:

- March 22 (Thursday) - Wilsonville.

- Committee meetings can be held between March and May meetings if it keeps the May meeting to one day
- May 17 (Thursday) - Klamath Falls with Investiture on the 18<sup>th</sup>
- July 26 – 27 (Thursday and Friday) - TBD.
- November 15 (Thursday) – virtual meeting

**Vice Chair Sliwa** suggested to hold committee meetings virtually prior to the board meeting. The Board secretary will send out a set of proposed 2019 dates for discussion and action (November 2019 will be virtual).

**Trustee Minty Morris** moved to approve the proposed meeting dates for 2018 as amended. **Trustee Gomez** seconded the motion and with all members present voting aye, the motion passed unanimously.

## 5. Discussion Items

### 5.1 Short-term University Goals

**President Naganathan** walked through the process used to arrive at the proposed short-term goals. He explained the eleven goals and there was discussion on each: increase reputational capital, increase enrollment, grow student and campus diversity, extend academic planning student focus, extend academic planning instructional experience, invest in talent, grow our culture of pride, organizational improvement business processes, organizational improvement entrepreneurial, build alumni relations and philanthropy, leverage academic and industry partnerships. **Trustee Goloski** stated the information presented seemed like a list of projects/initiatives rather than measurable goals. **Vice Chair Sliwa** suggested future budget requests support these goals; he requested the resources needed to accomplish the goals be included during next budget discussions. He said it seemed an even split between measurable/quantifiable and directional. **Trustee Brown** suggested President Naganathan establish his 5-year goals, and have single year objectives linked with goals. **Trustee Peterson** suggested renaming the goals an action plan. **Vice Chair Sliwa** stated these goals will aid the Board in evaluating the President. **Trustee Jones** requested updates on the goals throughout the year.

**Vice Chair Sliwa** moved to accept the 2018 goals and to receive reports on the progress of goals and the president will return with a plan on how to address the 2019 goals. **Trustee Minty Morris** seconded the motion. With all trustees present voting aye, the motion passed unanimously.

## 6. Other Matters - none

## 7. Public Comment - none

## 8. Roundtable

**Chair Graham** thanked the President for the effort in pulling together the goals. **Trustee Goloski** appreciated the opportunity to serve on the Board. **Trustee Minty Morris** is excited there is clearer direction. **Vice Chair Sliwa** appreciated the effort in putting together staff reports and having a leader who establishes goals and is willing to go meet them. **Trustee Jones**

stated there is a great deal of tangible work being done on campus and looks forward to seeing the projects complete. **Trustee Hill** is excited about the path and future of the university. **Trustee Mason** looks at things through a team-lens and appreciated that all presenters talked about their team members and embraced working together. **Trustee Gomez** appreciates all of the attention being paid to the deferred maintenance and capital projects. **Trustee Brown** liked that the President's team is coalescing. He encouraged the President to find some quick wins from the goals. Appreciates the time to meet with faculty, staff, and students. **Trustee Peterson** appreciated the opportunity to recognize the Integrated Student Health Center and the great work they do. He is happy to actually have goals and anticipates seeing quick wins. **Chair Graham** appreciates the participation level of the Trustees and comradery.

## 9. Adjournment

**Chair Graham adjourned the meeting at 5:00pm.**

Respectfully submitted,



Sandra Fox  
Board Secretary