



Meeting of the  
Oregon Tech Board of Trustees  
Executive Committee  
Room 402, Portland-Metro Campus in Wilsonville  
March 22, 2018  
10:45am – 11:45am

## Executive Committee Agenda

	<u>Page</u>
1. Call to Order/Roll/Declaration of a Quorum (10:45am) <i>Chair Graham</i>	
2. Consent Agenda <i>Chair Graham</i>	
2.1 Approve Minutes of <a href="#">October 26</a> and <a href="#">December 7</a> , 2017 Meetings	1
3. Action Items (10:50am)	
3.1 <a href="#">Recommendations to the Governor: Trustee Appointments and Reappointments</a> (30 min) <i>Chair Graham and President Naganathan</i>	5
4. Discussion Items (11:20am)	
4.1 President's Investiture (10 min) <i>Chair Graham</i>	
4.2 Review of Board Agenda (5 min) <i>Chair Graham</i>	
5. Other Business/New Business (11:35am) <i>Chair Graham</i>	
6. Adjournment (11:45am)	

LUNCH  
11:45am-12:45pm



**Meeting of the  
Oregon Tech Board of Trustees  
Executive Committee  
Sunset Room, Klamath Falls Campus  
October 26, 2017  
11:00am-11:45am**

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**DRAFT MINUTES**

**Trustees Present:**

Lisa Graham, Chair  
Steve Sliwa, Vice Chair

Jeremy Brown  
Nagi Naganathan, President

Dan Peterson  
Fred Ziari

**Other Trustees Present:**

Bill Goloski

Kathleen Hill

**University Staff and Faculty Present:**

Erin Foley, VP Student Affairs/Dean of Students  
Brian Fox, VP Finance and Administration  
Jim Jones, CIO/AVP IT  
Adria Paschal, Senior Executive Assistant to the President

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

**Chair Graham** called the meeting to order at 11:17am. The Secretary called roll and a quorum was declared.

**2. Consent**

**2.1 Approve Minutes of May 25, 2017 Special Meeting**

**Trustee Ziari** moved to approve the consent agenda. **Trustee Brown** seconded the motion. With all Trustees of the Executive Committee present voting aye, the motion passed unanimously.

**3. Action Items - none**

**4. Discussion Items**

**4.1 Trustee Terms**

**Chair Graham** identified June 2018 as the end of the first four-year term for most Trustees. **Vice Chair Sliwa** called all board members and asked them if they would like to continue to serve, if they are assigned to the correct committee, would they be open to other than a full term, if they are interested in taking on a leadership role (committee chair or Vice/Chair). One member would like to let her term expire in June. All other members said they were willing to continue and would like to create staggered renewing times so the entire Board would not turn over in another four years. **Trustee Brown** identified that staggered terms are important, however, it might be worth trustees staying on for the maximum term length to establish stability with the new president. Discussion regarding continuity for members who take over committee chairs and vice and chair roles.

Agreement to name a “chair-in-waiting” to allow them to shadow the chair and become more involved. **The Chair and President will communicate with candidates and return to the Executive Committee with nominations and the committee can make a recommendation to the Board. Need to have a formal nomination process in a public forum for the following positions are Chair, Vice-Chair and committee chairs.**

**Chair Graham** announced that **Trustee Goloski** is resigning from the Board as he is changing employers and staff is following university policy to find a replacement to recommend to the Governor. **Trustee Goloski** recommended having someone with the perspective of operations management.

#### **4.2 Review of Board Agenda**

**Chair Graham** walked through the full board agenda.

#### **5. Other Business/New Business**

**Trustee Ziari** requested an update on new employees and open positions. **President Naganathan** identified Jim Jones, Suzette Yaezenko, and Kate Sinner as new hires as the CIO/AVP of IT, Director of HR, and AVP of Government Relations, respectively. A search will start for legal counsel and a dean for the college of ETM. Discussion regarding topics for future board meetings: faculty development and new technologies with new approaches to pedagogy; a presentation from Commission on College Teaching chairs; discussion on how many internal university committees we have and what they do; how the institution is managed in concept of shared governance; what we expect from the President; what does success look like to President; what does faculty success look like.

#### **6. Adjournment**

**Chair Graham** adjourned the meeting at 11:53am.



**Meeting of the  
Oregon Tech Board of Trustees  
Executive Committee**

**Room 402, Portland-Metro Campus in Wilsonville**

**December 7, 2017**

**2:15pm - 2:45pm**

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**DRAFT MINUTES**

**Trustees Present:**

Lisa Graham, Chair  
Jeremy Brown

Nagi Naganathan, President  
Dan Peterson

Paul Stewart  
Fred Ziari

**Other Trustees Present:**

Jill Mason

Celia Núñez

Liam Perry

**University Staff and Faculty Present:**

Erin Foley, VP Student Affairs/Dean of Students  
Brian Fox, VP Finance and Administration  
Jim Jones, CIO/AVP IT  
Gary Kuleck, Provost/VP Academic Affairs  
LeAnn Maupin, Dean of College of HAS  
Brittany Miles, Director Government Relations and Industry Outreach  
Adria Paschal, Senior Executive Assistant to the President  
Di Saunders, AVP Communication and Public Affairs  
Erika Veth, Dean of Online Learning  
Suzette Yaezenko, Director of Human Resources

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

Chair Graham called the meeting to order at 2:22pm. The Board Secretary called roll and a quorum was declared.

**8. Consent -none**

**9. Action Items - none**

**10. Discussion Items**

**4.1 General Board Agenda Content and Future Topics**

**President Naganathan** requested to the Trustees identify items they would like brought before them on future agendas. The following topics were identified: more interaction with students; a better sense of each academic program, number of FTE faculty, PTE Faculty, cost of program, number of students in program, number of graduates in program, to look at how much it costs to run each program; how we reach out to the industry, success figures, and how we approach industries; how new initiatives align with the strategic plan; update on progress of reaching our strategic goals; academic plan and goals, and how they

fit into the university president's vision; strategic investments such as the ROI for hiring new positions in the admissions department, how many people does that person have to recruit to pay for the position, how do we invest in admissions to our advantage, how do we invest in marketing; discussion on how we can distinguish Oregon Tech as the polytechnic university of the Pacific North West; what skills the future work force needs and how are we are addressing those; and how the federal landscape is changing and where we should be investing to hope for the most support from the state but be financially sound if state funding is reduced.

#### **4.2 Review of Board Agenda**

**Chair Graham** walked through the full board agenda for December 7 and 8. Dr. Nagi stated the long-term goal agenda item is more of a discussion item than specific goals.

#### **11. Other Business/New Business - none**

#### **12. Adjournment**

**Chair Graham** adjourned the meeting at 2:42pm.

## **ACTION**

### **Agenda Item No. 3.1**

## **Recommendations to the Governor: Trustee Appointments and Reappointments**

### **Background:**

Per University and Board Policies, it is the Board Chair's responsibility, in consultation with the Executive Committee, to make recommendation for appointments to the Board of Trustees to the office of the Governor. Recommendations for reappointments are handled in a similar manner.

Currently there is one vacant position and one upcoming vacancy. Previous Staff Trustee, Bill Goloski, resigned from Oregon Tech to take another job, leaving the Board in October, 2017 leaving a seat vacant. Faculty Trustee, Dan Peterson's term expires June 30, 2018 and having successfully served two two-year terms, he is not eligible for reappointment. All at-large trustees and the student trustee are eligible for reappointment.

When the staff position was vacated the Board Chair, the President, and Board Secretary conducted a needs assessment analyzing the present Board membership and the desired composition as outlined in University Policy. The Board Secretary then sent notice via email to all staff and faculty, requesting applications from those eligible and interested in serving on the Board in the staff position and in the faculty position.

A preliminary review of applications by the review committee (made up of: the Provost, Vice Presidents, Associate Vice Presidents, Faculty Senate President, ASOIT president, Administrative Council Chair, or their respective designee) on Tuesday, March 13, 2018. The committee forwarded the top candidates for each vacancy to the President for his review on March 15, 2018. The president is then required to submit his recommendation to the Chair.

If the Chair and Executive Committee concur with the President's recommendation, the Chair through the Board Secretary, will submit the name of the candidate on behalf of the Board of Trustees to the Governor for consideration. If the Chair and Committee does not concur with the President's recommendation, it may direct the President to provide additional or alternative recommendations.

### **Recommendation**

After review of the application materials, the President recommends the Chair and Executive Committee make a motion recommending faculty member, Rosalind "Rose" McClure, and staff member, Grace Rusth to the Governor for appointment to the Board of Trustees.

The President also recommends a motion recommending the reappointment of student, William "Liam" Perry, and all at-large trustees currently serving.

### **Attachments**

- Application packets – Rosalind McClure and [Grace Rusth](#)



## Memo

**Date:** March 12, 2018  
**To:** Oregon Tech Board of Trustees Selection Committee  
**From:** Rosalind McClure  
Associate Professor, Natural Sciences Department  
**Subject:** Upcoming Vacancy on the Board of Trustees, Faculty Position

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I am very excited to apply for the faculty position on the Oregon Tech Board of Trustees on both a professional and personal level. I feel this is a tremendous opportunity for me to serve in a leadership role and to learn more about university perspectives from a much higher viewpoint.

Professionally, I have taught a variety of science courses at Oregon Tech over the past 18 years, including human anatomy & physiology, chemistry, medical laboratory science, and immunology. In addition, I served as the Natural Sciences department chair from 2014 – 2017, which allowed me to advocate for students & faculty, engage in strategic planning, improve communication between campuses, collaborate with other departments, and mentor new faculty.

Personally, I have a passion for supporting this amazing institution, because it has not only made a difference in my life, but in the lives of my students and my own daughters. After visiting many other campuses around the state, both of my daughters chose Oregon Tech! They received an awesome education and now are very successful healthcare professionals.

I feel my experiences at Oregon Tech will strengthen my ability to be a valued & engaged member of the Board of Trustees. I appreciate the opportunity to apply for this position.

Thank you for your consideration,

A handwritten signature in black ink that reads "Rosalind McClure".

## **Rosalind McClure      Curriculum Vitae**

*Oregon Institute of Technology  
3201 Campus Drive  
Klamath Falls, OR 97601  
Phone: (541) 885-1525  
Email: rosalind.mcclure@oit.edu*

### **PERSONAL INFORMATION**

**Department:** Natural Sciences  
**Office:** DOW 202  
**Academic Rank:** Associate Professor  
**Tenure Status:** Indefinite Tenure  
**Years of Service:** 2000 - present



### **EDUCATIONAL BACKGROUND**

- 2007 – 2010 University of North Dakota  
M.S., Clinical Laboratory Science
- 1982 – 1986 Oregon Institute of Technology  
B.S., Medical Technology

### **ACADEMIC EXPERIENCE**

- 2014 – 2017 Department Chair, Natural Sciences Department, OIT
- 2013 – present Associate Professor, Natural Sciences Department, OIT
- 2010 – 2013 Assistant Professor, Natural Sciences Department, OIT
- 2000 – 2010 Instructor, Natural Sciences Department, OIT

### **PROFESSIONAL EXPERIENCE**

- 1987 – 2000 Medical Laboratory Scientist, Klamath Family Practice Center
- 1985 – 1986 Externship, Merle West Medical Center

### **PROFESSIONAL CERTIFICATION**

- 1986 American Society of Clinical Pathologists



## ACADEMIC DUTIES – Departmental & Institutional

- 2018 DPT Program, Team Member for Dean LeAnn Maupin
- 2017 Biology-Health Sciences Club Faculty Advisor
- 2017 Biology-Health Sciences Advising Coordinator
- 2014 - 2017 Elected / Served as Natural Sciences Department Chair
- 2014 Anatomy Lab Coordinator, sabbatical coverage for Dr. Li
- 2014 Chair, Chemistry Faculty Search Committee
- 2013-15 Advising Coordinator Commission
- 2013 Developed new course – *Distance Education CHE 101 & 104*
- 2013 Commission on College Teaching
- 2012 Academic Progress and Petitions Committee
- 2011 Revenue Enhancement Committee
- 2010 Chair, Chemistry Faculty Search Committee – 2 positions
- 2010 Developed new course – *CLS 100*
- 2010 – present Taught new courses – *BIO 109, BIO 231, BIO 232, BIO 233*
- 2010 – 2014 Advising Coordinator, Biology-Health Sciences
- 2010 – present Advising Coordinator, Medical Laboratory Science Program
- 2008 – present Early Admission Medical Laboratory Science Program, Klamath
- 2007 – present Departmental and Institutional Assessment
- 2007 – present Mentoring New Faculty
- 2005 – present Student Academic Advising
- 2001 – 2013 Chemistry Stockroom Organization

## COURSES TAUGHT

- BIO 135 Human Anatomy & Physiology Preparation
- BIO 109 Introduction to Medical Sciences
- BIO 200 Medical Terminology
- BIO 231 Human Anatomy & Physiology I Lecture
- BIO 231 L Human Anatomy & Physiology I Laboratory
- BIO 232 Human Anatomy & Physiology II Lecture
- BIO 232 L Human Anatomy & Physiology II Laboratory
- BIO 233 Human Anatomy & Physiology III Lecture
- BIO 233 L Human Anatomy & Physiology III Laboratory
- BIO 436 Immunology Lecture
- BIO 436 L Immunology Laboratory
- CHE 101 Elementary Chemistry
- CHE 104 Elementary Chemistry Laboratory
- CHE 102 Elementary Organic Chemistry
- CHE 105 Elementary Organic Chemistry Laboratory
- CHE 103 Elementary Biochemistry
- CHE 106 Elementary Biochemistry Laboratory
- CHE 331 L Organic Chemistry I Laboratory
- CHE 332 L Organic Chemistry II Laboratory
- CHE 333 L Organic Chemistry III Laboratory
- MLS 100 Introduction to Medical Laboratory Science

## MEMBERSHIPS

- American Society of Clinical Pathologists, ASCP
- Human Anatomy and Physiology Society, HAPS
- Experimental Biology, EB
- American Association of Anatomists, AAA

## CONTINUING PROFESSIONAL EDUCATION

- 2017 – HAPS Conference, Salt Lake City, UT
- 2016 – Strategic Planning Workshop – Natural Sciences Department
- 2016 – HAPS Conference, Atlanta, GA / Tour & Presentation at CDC Headquarters
- 2014 – Department Chair APE Training, Dean LeAnn Maupin
- 2014 – HAPS Conference, Jacksonville, FL
- 2013 – HAPS Conference, Las Vegas, NV
- 2013 – Perinatal Outreach, Rogue Valley Medical Center
- 2012 – Infectious Disease Seminar, Sky Lakes Medical Center
- 2011 – HAPS Conference, Victoria, British Columbia
- 2010 – MAYO Clinic Laboratory Tour, Rochester, MN
- 2007-2010 – University of North Dakota Graduate School
- 2006 - present – Commission of College Teaching Seminars
- 2004 - present – Sky Lakes Medical Center, Continuing Education Seminars

## PROFESSIONAL PRESENTATIONS

- 2017 – Oregon Tech Board of Trustees Presentation – BBHS & ENV Programs
- 2010 – Seminar on Huntington's Disease
- 2010 – Clinical Laboratory Science Presentation
- 2010 – Seminar, Immunology for ACP High School Teachers
- 2010 – Pre-Health Professions Workshops – CLS
- 2009 – Seminar, Hairy Cell Leukemia
- 2009 – Seminar, Mantle Cell Lymphoma
- 2009 – Hands on Healthcare Day – Immunohematology

## HONORS and AWARDS

- 2017 – Honor Your Professor Night – Volleyball Team
- 2012 – Oregon Community Foundation Award for Outstanding Teaching & Advising
- 2010 – University of North Dakota LEND Honorarium
- 2010 – Resource Fee Commission, Microscopes
- 2009 – Siemens Diagnostic CLS Graduate Scholarship
- 2008 – Faculty Achievement Award, Teaching Excellence
- 2008 – Lighthouse Award, Women's Resource Center
- 2008 - Resource Fee Commission, Spectrophotometers

Rosalind "Rose" McClure is an associate professor in the Natural Sciences department at Oregon Institute of Technology. During her 18 year tenure, she has taught a variety of courses including Human Anatomy & Physiology, Intro to General Chemistry, Intro to Medical Laboratory Science, and Immunology. In addition, she has served as the Natural Sciences Department Chair, advocating for students and faculty on the Klamath Falls, Wilsonville, and Seattle-Boeing campuses. Rose has been recognized for her dedication and passion for helping students with the Oregon Community Foundation Award for Outstanding Teaching & Advising and the Oregon Tech Foundation Faculty Achievement Award for Teaching Excellence. She holds a Master of Science degree in Medical Laboratory Science from the University of North Dakota. Prior to teaching, she worked for thirteen years in the healthcare profession as a Medical Laboratory Scientist. In her spare time, she enjoys camping, hiking, boating, and snowmobiling, with her husband, two daughters and mini aussie!



**GRACE J. RUSTH**

Academic Partnership Coordinator  
Office of Academic Agreements  
Oregon Institute of Technology  
3201 Campus Dr.

Klamath Falls, OR 97601  
Email: [grace.rusth@oit.edu](mailto:grace.rusth@oit.edu)  
Office: 541-885-1844

**STATEMENT OF INTEREST**

As an Academic Partnership Coordinator for Oregon Tech, I have experience in many facets of the ins; from community college transfer relations to international agreements and early college exposure to high school programs. My experience in these realms has created a strong foundation for understanding the educational needs of our community and how Oregon Tech can meet those needs. I am currently enrolled in a terminal degree program with Oregon State University and am very interested in broadening my educational leadership experience by serving on the Oregon Tech Board of Trustees.

Oregon Tech has a long standing tradition of educating and supporting a diverse array of students and meeting their education needs – I am enthusiastic to be considered for a position of trust and leadership with the Board of Trustees. I feel that I have cultivated a strong and respected presence during my time at Oregon Tech and will be able to lend a balanced and ethical voice to the leadership. I believe my colleagues would attest to my passion for education and desire to serve our university.

If selected to the Oregon Tech Board of Trustees I promise to remain committed to Oregon Tech's mission and values while continuing to seek excellence in all we do.

**GRACE J. RUSTH**

Academic Partnership Coordinator  
Office of Academic Agreements  
Oregon Institute of Technology  
3201 Campus Dr.

Klamath Falls, OR 97601  
Email: [grace.rusth@oit.edu](mailto:grace.rusth@oit.edu)  
Office: 541-885-1844

**EDUCATION**      **Doctorate of Education, Leadership in Higher Education (2017-current)**  
Oregon State University, Corvallis, OR

**Masters of Arts in Psychology, Organizational Leadership (2014)**  
Chicago School of Professional Psychology, Chicago, IL  
Thesis: *"Elementary School Supplemental Physical Fitness Program to Reduce Body Mass Index and Increase Participation in Physical Activities"*

**Bachelor of Science in Applied Psychology (2009)**  
**Minor in Human Communication**  
**Dispute Resolution Certificate**  
Oregon Institute of Technology, Klamath Falls, OR

**Associate of Arts – Social Science (2006)**  
Barstow College, Barstow, CA

**CURRENT EXPERIENCE**

**Academic Partnership Coordinator**  
**Adjunct Instructor, General Psychology**  
**Testing Services Coordinator**  
**Success Specialist**  
Oregon Institute of Technology

March 2015 to present  
September 2015 to present  
April 2014 to March 2015  
March 2011 to April 2014  
Klamath Falls, OR

**HIGHER EDUCATION**

- Coordinate enrollment management for nearly 3,000 non-admit concurrent enrollment students each academic year
- Design course syllabi and teach General Psychology, hybrid in-class and online
- Summer session pre-college program coordinator; LEGO camp, Girls got STEM
- Maintain adjunct office hours and online discussion board
- Oversee Oregon Tech Klamath Union Liberal Arts Academy, Science and Math Academy, and STEM&M programs
- Partner with high schools for Advanced Credit and High School Transition programs
- HECC Expansion Grant, Klamath Falls campus lead

- Research and apply current trends in higher education, concurrent enrollment, lecture and test creation, test security and administration
- Create course syllabi and teach Academic Success courses, hybrid in-class and online
- Generate and interpret use reports and statistics
- Coordinated nearly 10,000 academic tests per year for Oregon Tech and other universities

#### **PRESENTATIONS**

- College to Career: A Rural Experiment, pending 2018 National Alliance of Concurrent Enrollment Programs
- Customizing Collaboration of the STEM Spectrum, accepted 2017 National Alliance of Concurrent Enrollment Programs
- Southern Promise College & Career for All, Accountability Forum, 2017
- Oregon Tech & Klamath Union High School, Liberal Arts Academy Parent Night, 2015- present
- Testing Services Faculty Information Session, 2014 - 2015
- Making College Happen, 2013
- University Convocation - Changes to Testing Services, 2013
- Student Success Center Overview, Oregon Health & Sciences University 2012 Cohort

#### **PROFESSIONAL DEVELOPMENT**

- Certificate, Oregon Tech Excellence in Teaching, 2017
- Training, Accelerated Learning, 2016
- Conference, College Board Western Regional Forum 2015
- Conference, College Board National Forum 2014
- Conference, National College Testing Association, 2014
- Workshop, College Board Western Regional Forum, 2013
- Conference, ACCUPLACER, 2013

#### **UNIVERSITY LEADERSHIP**

- Employment Search committee member
- State of Oregon Governor's Food Drive staff lead, 2016-2017
- Faculty Advisor Training, Presenter
- Alternate Academic Advisor
- Oregon Tech Foundation scholarship reader and selection committee member
- Ford Foundation Scholarships mentor (2008 Alumna)
- Oregon Tech Disability Services course mentor

March 9, 2018

Oregon Institute of Technology Board of Trustees  
3201 Campus Drive  
Klamath Falls, OR 97601

Grace Rusth is an Academic Partnerships Coordinator within Academic Affairs and the Office of Academic Agreements and has been Oregon Tech staff since 2011. As an Oregon Tech alumna (Applied Psychology, 2009) and US Army veteran she brings a diverse perspective to Oregon Tech operations. She is currently working on her Doctorate of Education, Leadership in Higher Education with Oregon State University and expects to complete June 2020.

Ms. Rusth is passionate about early and equitable access to higher education and serves on a variety of forums and committees throughout the community.