

Meeting of the Oregon Tech Board of Trustees

Room 402, Portland-Metro Campus January 24, 2019 1:15pm - 5:00pm

Executive Session of the Full Board of Trustees (12:15pm – 1:00pm) Counselor Groff
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 and to have confidential communication subject to attorney-client privilege.

		Board of Trustees Agenda	
1.	Call	to Order/Roll/Declaration of a Quorum (1:15pm) Chair Graham	<u>Page</u>
2.	Repo	orts	
	2.1	President's Report and Discussion (20 min) President Naganathan	1
	2.2	ASOIT Report (1:35pm) (10 min) President Johnathan Nguyen	
	2.3	Administrative Council Report (1:45pm) (10 min) Chair Josh Jones	
	2.4	Faculty Senate Report (1:55pm) (15 min) President Terri Torres	
	2.5	OMIC Report (2:10pm) (10 min) Director Craig Campbell	
	2.6	Foundation Report (2:20pm) (10 min) AVP Tracy Ricketts	
	2.7	Legislative Report (2:30pm) (5 min) Director Brittany Miles	10
	2.8	Strategic Enrollment Management Report (2:35pm) (15 min) AVP Erika Veth	12
	2.9	Academic Quality and Student Success Committee Report (2:50pm) (10 min)	
		Trustee Brown	
		Finance and Facilities Committee Report (3:00pm) (10 min) Trustee Jones	
	2.11	Executive Committee Report (3:10pm) (10 min) Chair Graham	
BF	REAK	3:20pm – 3:35pm	
3.	Cons	sent Agenda (3:35pm) (5 min) Chair Graham	
	3.1		18
	3.2	Recommendation to HECC to Approve the Cybersecurity Degree	
		AQ&SS Committee Recommendation	
	3.3	Approval of Appointment of Vice Chair Executive Committee Recommendation	
	3.4	Approval of Appointment of New Trustee to a Committee	
		Executive Committee Recommendation	
	3.5	Adoption of an Amendment to the Board Policy on Delegation of Authority	
		Executive Committee Recommendation	
	3.6	Adoption of an Amendment to the Board Policy on Categories of Authority	
		Executive Committee Recommendation	
	3.7	Adoption an Amendment to the Board Bylaws Executive Committee Recommendation	!
	3.8	Adoption an Amendment to the Board Policy on Tuition and Fee Processes	
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		Executive Committee Recommendation	
	3.9	•	

4.	Action Items - none	Page
5.	Discussion Items	
	5.1 Presentation: Bias in Emergency Medical Services (3:40pm) (15 min) Associate Professor and Program Director Jamie Kennel	
	5.2 <u>Marketing Presentation</u> (3:55pm) (30 min) AVP Di Saunders	23
	5.3 Board and Trustee Evaluations (4:25pm) (5 min) <i>Chair Graham</i>	
	5.4 Board and Committee Meeting Schedules (4:30pm) (5 min) <i>Chair Graham</i>	
6.	Other Matters (4:35pm) (5 min)	
7.	Public Comment (4:40pm) (15 min)	
8.	Roundtable (4:55pm) (5 min)	
9.	Adjournment (5:00pm)	

President's Report









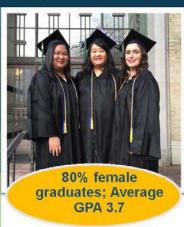


Oregon Institute of Technology

Board of Trustees Meeting: January 24, 2019

Oregon Tech-OHSU Medical Lab Science Graduation - December





48 grads in state's only MLS program

100% placement rate - high demand profession

Externship sites in OR, WA, ID, CA, HI



Collaborating for regional student success



KCC, Oregon Tech, RCC, SOU

26,600 students

200 degrees, 100 apprenticeships

3,370 grads in 2018

\$570M economic footprint

\$68M annual state funding



Streamline educational pathways

Address regions' workforce needs

Provide unified advocacy

Attract resources

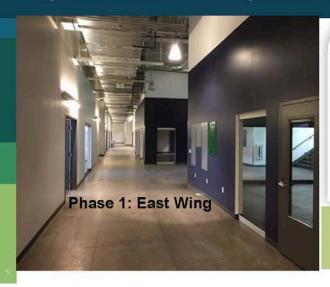
Connect **common strengths** (energy, healthcare, social services, engineering, etc.)

Solve regional problems



Capital Construction Update: Cornett







Cornett Renovation

- > Phase 1, East Wing Completed
- > Phase 2, West Wing on schedule

Athletics Updates







Both Men's & Women's Golf teams ranked in Top 25 in NAIA



Both Men's & Women's Soccer teams qualified for post-season tournaments

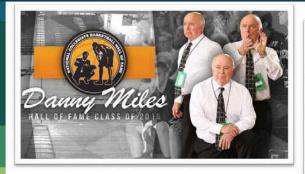


Men's: ranked 14th of 138 teams in NAIA Women's: 5th of 11 in CCC

Athletics Updates Gym Rehab Project Softball Field Project

Special Recognition: Coach Miles





November 18, 2018 National Collegiate Basketball Hall of Fame induction











\$150k for treatment of children with autism spectrum disorders

Supports goal of increasing treatment hours by 300% over next 5 years in Klamath Falls



Contracts





SEIU and Faculty Union Contracts

- > SEIU bargaining beginning this month
- Faculty union 1st contract waiting on notice to bargain

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Reaching towards our 10-year target



7,500 Students

More freshmen in Klamath Falls, more capacity in Portland-Metro, converting dualenrolled, industry programs like Boeing model

Grow Endowment

Grow Oregon Tech Foundation endowment in strategic ways del doll like

Extend Industry Partnerships

Degree programs, more internships; at least 3 established innovation centers linked to industry

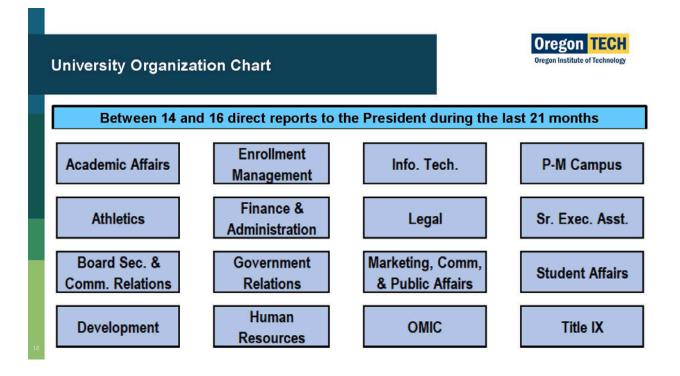
Build on Reputational Capital

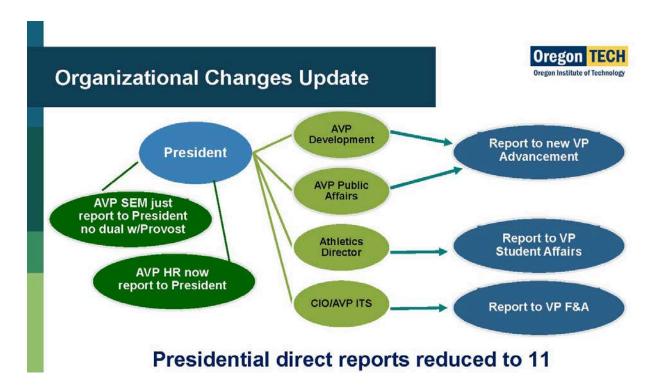
Establish among the global leaders in polytechnic education and innovation

Grow Town-Gown Integration

Explore and implement new ways to connect and engage with our local communities









Other Updates Today

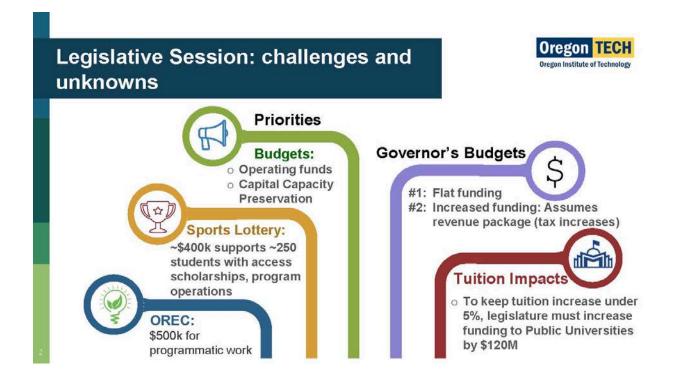


- Development Assoc. VP Tracy Ricketts
- Enrollment Assoc. VP Erika Veth
- Government Relations Asst. VP Brittany Miles
- Marketing Assoc. VP Di Saunders
- OMIC Executive Director Craig Campbell





Board of Trustees Meeting: January 24, 2019



State Budget Timeline



Budget Area	2017-19 Legislativel y Adopted Budget (LAB)	2019-21 Universities' Consolidated Request	2019-21 HECC Agency Request (ARB)	Nov. 2019 Governor' s Budget (GRB)	Nov. 2019 Governor's Investment Budget	Late Feb March Co-Chair's Budget	January 2020 Ballot Measure
Public University Support Fund	\$736.9 Million	Minimum Investment: \$867 Million Optimal Investment: \$1 Billion	\$923 Million	\$736.9 Million	856.9 Million	7	Pass or Fail?

BACKGROUND

\$120M Affordability Budget: This number was calculated by combining the university CSL (8.4% or ~\$63 Million) and shielding students from the burden of operating costs. This level of PUSF funding would keep tuition increases for resident, undergraduate students at or below 5% for both years of the biennium.

A \$856.9 Million total investment in the PUSF will give universities the funding necessary to keep tuition rate increases low and make targeted investments in institutional aid, as well as ensure students have the services they need to successfully complete and attain a college degree.

THANK YOU! Brittany Miles AVP Government Relations Brittany.Miles@oit.edu Oregon TECH Oregon Institute of Technology



FALL 2019 Apps & Admits

Term ▼	Description	Total	Prior Yr Total	Change	% Chg	2 Yr Prior Total	3 Yr Prior Total
201901	Admitted-Cancelled	1	1	0	0 %	3	1
201901	Admitted-Not Cancelled	677	521	156	30 %	480	427
201901	Cancelled-Other	1	8	-7	-90 %	3	1
201901	Deferred-Term Change	5	0	5	500 %	0	0
201901	<u>Denied</u>	4	10	-6	-60 %	4	8
201901	In Process	624	444	180	40 %	600	391
		1312	984	328		1090	828

FALL 2019—Campus & Student Type



Applications by Campus

Term ▼	Description	Total	Prior Yr Total	Change	% Chg	2 Yr Prior Total	3 Yr Prior Total	4 Yr Prior Total
201901	Klamath	1024	775	249	30 %	862	701	868
201901	Online Learning	25	25	0	0 %	28	8	8
201901	Portland-Metro	262	180	82	50 %	199	119	166

Applications by Student Type

Term ▼	Description	Total	Prior Yr Total	Change	% Chg	2 Yr Prior Total	3 Yr Prior Total	4 Yr Prior Total	Concatenated Description for Graphing ↔
201901	Freshmen	1091	757	334	40 %	785	650	774	Fall Freshmen Applicants
201901	Masters	35	26	9	30 %	41	7	6	Fall Masters Applicants
201901	Post Bacs	31	23	8	30 %	25	22	43	Fall Post Bacs Applicants
201901	Transfers	155	178	-23	-10 %	239	149	221	Fall Transfers Applicants

Freshmen in PM and KF

Current Term ▼	Recruit Week	Description A	Description 2 A	Total	Prior Total	Change	% Chg	2 Yr Prior Total	3 Yr Prior Total	4 Yr Prior Total
	18	<u>Freshmen</u>	<u>Klamath</u>	917	670	247	<u>40 %</u>	713	605	732
201901		<u>Freshmen</u>	Online Learning	14	4	10	<u>250 %</u>	3	2	0
201901	18	Freshmen	Portland-Metro	160	83	77	90 %	69	43	42

^{*}Only once have we ever welcomed more than 400 freshmen (404 in 2012)

FALL 2019—Demographic Changes



- Largest increases in applications from CA, HI, WA, and OR
- Trending up in male applicants
- Trending up in all ethnicities



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Planning and Preparing



- PLT, Executive Staff, Academic Council, Faculty Senate
- Student Affairs/SEM Directors meetings
- Regular Deans meetings
- Dashboards



- `19 goal = 965 new
- +/- = 96
- +/- % = 11.05%
- 428 FR
- 537 TR



Dashboards



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Oregon TECH

New Approach to Outreach & Partnerships

- Offering 8 non-athletic summer camps
 - · At least one in Portland-Metro
- Stay tuned for summer session planning
- New focus on partnerships with community colleges
 - Badger to Owl
 - · Business-Mgmt. Program
- Dual Credit strategy shifting to more STEM-focused opportunities



Oregon Tech Board of Trustees

Marketing Collateral

Types of Collateral:

- Fact Sheets
- Posters
- Flyers
- Invitations
- Pocket Folders



Promotional Items

Typical Branded SWAG:

- Water Bottles & Hydro Flasks
- Pens & Mechanical Pencils
- Stickers & Pennants
- Apparel Shirts, Hats, etc.
- Creative items unique to your field

Know Your Audience



Event Marketing

Items SEM can assist with:

- Retractable Display Banners
- · Event Signage & Ads
- Oregon Tech Table Cloth
- Oregon Tech Polo Shirts

Types of Events:

- Career Fairs
- Recruitment Events
- Symposiums
- Industry Conferences







1:10pm-4:00pm



Meeting of the Oregon Tech Board of Trustees Virtual Meeting Sunset Room, Klamath Falls Campus November 15, 2018

Board of Trustees DRAFT MINUTES

Trustees Present:

Lisa Graham, Chair Vincent Jones Nagi Naganathan, President Steve Sliwa, Vice Chair Rose McClure Grace Rusth Jeremy Brown Jill Mason Paul Stewart

University Staff and Faculty Present:

Erin Foley, VP Student Affairs
Brian Fox, VP Finance and Administration
Dave Groff, Legal Counsel
Sandi Hanan, Assistant HR Director
Erik Johnson, Director of Admissions
Tom Keyser, Dean of the College of ETM
Gary Kuleck, Provost/VP Academic Affairs
Adria Paschal, Senior Executive Assistant to the President
Stephanie Pope, Director of Budget
Tracy Ricketts, AVP Development and Alumni Relations
Matthew Sleep, Civil Engineering Assistant Professor
Farooq Sultan, Institutional Research Director
Paul Titus, Executive Assistant to the Provost
Terri Torres, Faculty Senate President and Mathematics Professor

Others Present:

Junmin Yee, ASOIT President, Klamath Falls

Erika Veth, AVP Strategic Enrollment Management

10. Call to Order/Roll/Declaration of a Quorum Chair Graham called the meeting to order at 1:14pm. The Secretary called roll and a quorum was declared.

11. Reports

2.12 President's Report and Discussion

President Naganathan presented a PowerPoint discussing accreditation, 10-year targets, long-term strategic plan process, fall 2018 general enrollment results, Portland-Metro campus operations, faculty investments, collective bargaining by faculty, student learning

environment improvements, Applied Behavioral Analysis program's Behavior Improvement Group, faculty support for research and innovation, Banner 9 update, CEET progress, Cornett renovation progress, legislative session requests, and progress on the Foundational Campaign for the Future of Oregon Tech.

2.13 ASOIT Report

ASOIT President Yee gave an overview of ASOIT's recent accomplishments including the approval of three new clubs: ping-pong club, bee keeping club, and rainbow owls. The group is working with the sustainability and blue zones committees to obtain additional water-filling stations around campus. They hosted a blood drive with the Red Cross and reached their collection goal. They are working with the library to provide extended hours during dead and finals weeks. He and his vice president will collaborate with the P-M ASOIT on student life challenges and activities. The group also conducted a student survey regarding academic calendar year options.

2.14 Administrative Council Report

Chair Hanan stated this year's goals of the Council: revisions to the staff fee waiver to discount on on-line courses for staff at Oregon tech, changes to spirit week to include more community-based activities and a lip-sync challenge. The council is also working with HR on an administrative compensation plan.

2.15 Faculty Senate Report

Faculty Senate President Torres gave a PowerPoint presentation outlining faculty achievements including the reduction of text book costs, creation of the Cyber Security program, opening of the Applied Behavioral Analysis Clinic, and creation of the general education review essential studies model. She addressed the lack of a strategic plan and decision-making, concern of the growth of administration, decline in faculty morale, and the recent unionization of faculty. She identified solutions including shared governance, board communication, and more faculty input on managing the university.

2.16 Foundation Report

AVP Ricketts stated the campaign last year started at \$2 million and the goal was expanded to \$4 million. She shared that the Oregon Tech Foundation raised a record \$5.36 million total last year. The Development office is working to streamline processes, strengthen donor pipelines, and elevate the university culture of philanthropy and working together towards a larger goal.

2.17 Legislative Report

Director Miles gave an overview of items expected to come before the Legislature in the next session and Oregon Tech's capital priorities for the session. She discussed the uncertainty of budget allocations and challenges facing the public universities. The governor's budget will come out the last week of November and the universities will use it to model tuition levels. The capital request will be \$18 million for the renovation of Boivin Hall on the Klamath Falls campus.

Vice Chair Sliwa joined the meeting at 2:19p.m.

2.18 Academic Quality and Student Success Committee Report

Trustee Brown summarized the committee meeting including a new-program approval timeline. He stated the Doctorate of Physical Therapy proposal should be complete by the end of this academic year. The committee heard about the governance report, accreditation timelines, upcoming programs, an update on the cybersecurity program, updates on sabbaticals and summer grant programs, a report by the essential study review group, the university's hiring process and diversity, and a report on career services.

2.19 Finance and Facilities Committee Report

Trustee Jones explained that he is now the Chair for the committee and Vice Chair Sliwa will remain as the finance and audit liaison to staff and the auditors. He stated the committee approved a 2019 risk assessment and audit plan, and accepted the internal audits of faculty workload management and the integrated health center. The committee also forwarded a recommendation to the board to adopt a resolution for bond funding for the fitness facilities.

2.20 Executive Committee Report

Chair Graham reported the committee discussed the philosophy and thinking behind strategic investments given the limited funds we have; the committee agreed there are opportunities for future discussion on strategic projects. Also discussed was the timing of committee and board meetings – consecutively versus concurrently. The committee will seek input from the other trustees regarding meeting times.

BREAK 2:50pm - 3:10pm

12. Consent Agenda

- 3.1 Approve Minutes of the August 13, 2018 Meeting
- 3.2 Approve New Program Approval Process
- 3.3 Approve a Resolution on Bond Issuance for Recreation Center (XI-F(1) Bond)

Trustee Mason moved to approve the consent agenda. Trustee Rusth seconded the motion. With all trustees present voting aye, the motion passed unanimously. The consent agenda was approved as proposed; the minutes stand as published and the board approved the new program approval process and Resolution 18-1.

13. Action Items

4.1 President Evaluation Report and Approval of Goals

Chair Graham reviewed the agenda report, reading the President's proposed goals:

- 1. Recalibrate the 2020 Strategic Plan.
- 2. Implement steps to achieve improved financial stability through focused enrollment and retention strategies, implement a revised budget process that empowers deans and chairs to pursue entrepreneurial steps for the advancement of their programs, students, faculty, and staff, and promote new academic programs.
- 3. Implement a cadence for periodic assessment of current programs and for development and approval of new program offerings. New program offerings should include a consideration of both bottom-up and top-down initiatives that are designed to respond to strategic market opportunities.
- 4. Evaluate the possibility of finding innovative ways to develop facilities that reinforce the residential campus student-life experience in support of enrollment strategies.

- 5. Assess the possibility of pursuing other teaching sites across the state that are underserved and could be strategically valuable.
- 6. Negotiate the first faculty union contract through constructive and collaborative negotiations.
- 7. Continue university-wide efforts for growing collaboration and cohesion among our multiple teaching units (residential campus, metro Portland teaching sites, distributed teaching sites, and distance education).

Trustee Stewart moved to approve the submitted presidential evaluation report, including the short-term action plan and newly established goals for 2018-19. Trustee Mason seconded the motion.

President Naganathan addressed the need to complete the strategic plan that will lead into the facility master plan. He stated a condition analysis is complete and it will contribute to the master plan. **Trustee Brown** recommended the president have more time to create and meet the goals than he had this year, to align the goals and review process with the academic year.

With all trustees present voting aye, the motion passed unanimously.

14. Discussion Items

5.1 Enrollment Report

AVP Veth gave a PowerPoint presentation, reporting hurdles, solutions, and results in enrollment management. She stressed that admissions and recruitment decisions are now data based and dashboards for internal stakeholders, including remission information are to be complete by the beginning of the year. She discussed the strategic plan for the department, and a breakdown of the proposed budget request of \$755,000. She also shared information regarding retention efforts. **VPFA Fox** stated the break-even for the budget request is an additional 95 students. He also noted there is additional capacity in programs. **Trustee Brown** suggested looking at the history of applications, admits, and acceptance rates to prepare for an influx of students based on the data. He is concerned students may not accept admission based on the plan to delay awards from March until August. **Director Johnson** explained the communication plan for admitted students. **AVP Veth** stated she is working with student services and looking at other factors that might be affecting retention such as food insecurity and affordable housing insecurity.

15. Other Matters -none

16. Public Comment - none

17. Roundtable

Trustee Jones appreciates the flexibility of a virtual meeting. He will attend the National Collegiate Basketball Hall of Fame ceremony in Kansas City for Coach Danny Miles' induction. **Trustee Brown** appreciated the growing sense of people thinking big and being ambitious rather than taking incremental steps. **Trustee Mason** was impressed by the significant trajectory of so many initiatives on campus. She also enjoyed reading the creative and diverse summaries of faculty's summer projects. **Trustee McClure** enjoyed hearing the encouraging movement the university is making, but knows there are things to work on. She is concerned about faculty

morale and workload as growth happens. She recommended we work on communication to face those issues. **Trustee Rusth** stated she does not prefer the virtual meeting format; it was difficult to stay engaged and focused and to interact with other trustees. She appreciated the honesty in what was reported to the board because it is similar to what she is hearing on campus. **Trustee Stewart** echoed the previous comments. **Chair Graham** appreciated the willingness to be honest and ask difficult questions to make the institution as good as we can, working together.

18. Adjournment Meeting adjourned at 4:37pm.

Respectfully submitted,

Sandra Fox

Board Secretary





Strategic Plan

2018-2020 MarCoPa Strategy



Goal #1: Improve Oregon Tech's reputational capital...

...among our stakeholders and in the marketplaces we serve through:

- increased visibility of leadership, faculty and centers of excellence, by developing and rolling out a Presidential Platform;
- (2) delivering an annual **convening** focused on our key areas of expertise; and
- (3) extending name recognition through new and underutilized channels to audiences including industry, legislators, potential students, and other





Goal #2: Redevelop, redesign Oregon Tech website...

- ...collaborating internally and with an external professional firm to:
- (1) align with university brand strengthening efforts;
- (2) focus site content primarily on **engagement** of prospective students;
- (3) drive prospects at higher rates to engage with Oregon Tech through the site, contributing to increased enrollment (revenue);
- (4) Improve user experience and drive engagement; and
- (5) hone degree and faculty **focused content** in ways that contribute to enrollment, branding and reputational capital improvement.





Goal #3: Extend, strengthen Oregon Tech's brand...

- ...externally through initiatives in advertising, strategic enrollment management (especially recruitment), degree programs, and presentations; and
- (2) internally through a targeted faculty and staff campaign that will drive a stronger, more recognized brand through consistency in messaging and visuals.





Goal #4: Strengthen MarCoPa support system for SEM

Strengthen and formalize omnibus
MarCoPa support system for Strategic
Enrollment Management departments as
MarCoPa's priority internal client to:

- 1. help improve recruitment and enrollment infrastructure, and
- help build successful recruitment campaigns, across tactical activities in advertising, social media, earned media, website, collateral, brand applications and other areas.







Successes to Build on

2018-2020 MarCoPa Strategy











Evaluating Progress

2018-2020 MarCoPa Strategy

EXAMPLES Tracking our progress

Result(s)	Indicator(s)	Measure(s)	Status
Lead generation for Admissions, Recruitment	Prospects visiting and engaging on website, at college fairs, on-campus events	Percent increase in conversions (applying, enrolling) from prospective students	8
Leadership considered thought leaders, increase in reputational capital	Op-eds, feature pieces published; speaking engagements completed	Increase in quantity and quality (placement, venues) in media outlets and speaking venues	
Improved user experience on website admissions, degree pages leads to enrollments	Click through patterns showing ease of use, direct paths to desired information	Percent increase in time spent on admissions and degree pages leading to action	
Advertising investment increases yield quality engagement, application increases	Website visits (quantity and quality) tracked digitally; increases in prospect name recognition from event-aligned advertising	Percent increase in conversions (info requests or application completed) after engagement on website, other venues	8

Oregon TECH

Marketing/Communications/Public Affairs (MarCoPa): Outline of Department Work Segments & First Contacts

[Bob.Madeley@oit.edu; Joel.McPherson@oit.edu; Di.Saunders@oit.edu; Ashley.VanEssen@oit.edu; Doug.Halvorsen@oit.edu]

- Media outreach national)
- Media monitoring
- Op-Eds Editorial boards
- Reporter interviews Faculty/student accomplishments

- Advertising strategic plan & Admissions & comprehensive implementation Brand
- support Retention support Financial aid support High school
- research Campus signage Sponsorships programs support Rankings, kudos
 - Videography Photography Graphic design

management and

- Leadership speechwriting, presentations engagements Government
- relations support communications
- University Special projects

Emergency alert

system Inclement weathe

alerts KF; Portland

scenario planning and practice

- Capital construction
- support, e.g., CEET Facilities support including signage

events (media, writing, design, etc.), e.g., graduation; investiture, convocation. Catalyze; other

Student Life

Student profiles

Support of special

convenings

Careers Center

support

- OMIC: OREC: CDC:
- BIG; Dental; PHM - Departmental
- Faculty support, profiles, visibility Special projects
- Research dissemination

- Athletics support Foundation, Alumni
- Housing Health Center - HR, Title IX,
- Diversity - Public Safety & Parking

ITS

Board support Crisis communications OT Connect; Daily exec. newsletter [Ashley]

leadership memos

support Legal office support

Labor relations

Metro (Di) Emergency

All website projects

Daily website

oversight and

management
- Academic and
Departmental

pages Admissions pages

Website redesign [Joel/Bob] Web Analytics

- Annual report

Oreg

Thank you for your time. Questions?









Oregon TECH