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## Board of Trustees Agenda MINUTES

### Trustees:

Lisa Graham, Chair	Vincent Jones	Liam Perry
Jeremy Brown	Rose McClure	Grace Rusth
Jessica Gomez (via Skype)	Jill Mason	Mike Starr
Kathleen Hill	Kelley Minty Morris	Paul Stewart
	Nagi Naganathan, President	

### University Staff and Faculty Present:

Abdy Afjeh, Associate Provost  
Craig Campbell, OMIC Director  
Mark Clark, Humanities and Social Science Professor  
Deb Disko, Program Representative  
Erin Foley, VP Student Affairs  
Brian Fox, VP Finance and Administration  
Dave Groff, Legal Counsel  
Josh Jones, Administrative Council Chair, Pre-College Coordinator  
Jamie Kennel, Associate Professor, EMS  
Tom Keyser, Dean of the College of ETM  
Gary Kuleck, Provost/VP Academic Affairs  
Brittany Miles, AVP Government Relations  
Dana Onorato, Assistant VP of Student Services  
Adria Paschal, Senior Executive Assistant to the President  
Dan Peterson, Interim Associate Dean, College of HAS  
Stephanie Pope, AVP of Budget and Planning  
Tracy Ricketts, AVP Development and Alumni Relations  
Di Saunders, AVP Communications and Public Affairs  
Maureen Sevigny, Distance Education Program Director  
Terri Torres, Faculty Senate Chair, Professor, Mathematics  
Erika Veth, AVP Strategic Enrollment Management

### Others Present:

Vanessa Herriott, SEIU representative  
Ginny Lang, Consultant  
Johnathan Nguyen, ASOIT President, Wilsonville

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

**Chair Graham** called the meeting to order at 1:17pm. **The Secretary** called roll and a quorum was declared. **Chair Graham** welcomed new Trustee Mike Starr.

## 2. Reports

### 2.1 President's Report and Discussion

**President Naganathan** gave a PowerPoint presentation identifying the recent MLS commencement, new programs, capital projects, Southern Oregon Higher Education Consortium, athletic successes, dedications and openings, upcoming union negotiations, strategic planning process, reorganization of direct reports to the President, searches for Provost, CIO, and AVP HR, and campaign progress. He introduced Vanessa Herriott from SEIU as a guest. He congratulated Trustee Perry, who will be graduating this June, on his commission into the Navy's officers' school.

### 2.2 ASOIT Report

**President Nguyen** introduced himself and thanked the Board for making Oregon Tech what it is. He reviewed the accomplishments of the Portland-Metro ASOIT including the approval of two new clubs (SAE and the Psychology Club), purchase of ADA compliant study tables, and the opening of a food market on campus. He stated new initiatives include on-site bookstore and merchandise sales, promotion of the food pantry, the establishment of local partnerships to benefit students, and the creation of a Professional Closet for students who need clothing for interviews. **Trustee Brown** thanked ASOIT for providing funds for furniture and the students for catalyzing the campus to stay open later.

### 2.3 Administrative Council Report

**Chair Josh Jones** introduced himself and noted Lindsey Davis will give the Administrative Council report at the Klamath Falls meetings. He mentioned the upcoming spirit week themed "Owls on the Town" that will engage businesses in Klamath Falls by offering specials to students. A hashtag photo competition will also be offered. He explained the importance of student engagement with the community.

### 2.4 Faculty Senate Report

**President Torres** stated she speaks on behalf of 185 faculty members. She shared the Faculty Senate is evolving with the establishment of the union and some of the committees are working on policies to prepare for the transition. She would like the board to consider the university's organizational chart and responsibilities associated with each position as the faculty is unaware of what responsibilities are associated with positions. She questioned what the 'strong dean model' entails and the duties of the position. She would like to know what Associate Deans do and who is responsible for making decisions. She relayed that faculty is concerned with the Board's direction for growth; they understand the need for growth but are concerned the number of college age students is less today than it has been in the past and there are no signs of an increase. Faculty feel that growth of enrollment simply to increase revenue could have negative impacts on our brand and the salary and placement of our students. She asked what the Board's vision for the university is outside of growth; outside of direct enrollment growth and recruitment to move the university forward, what should faculty be doing; and what else should they be doing. She stated there are unclear expectations and a need for a clear vision for faculty that would come from the Board through Administration, to faculty. She shared that President Naganathan

regularly visits with the executive committee of the Faculty Senate and that she meets with him monthly. She requested faculty interaction time with the Trustees and shared that board members at some universities visit classrooms to interact with faculty and students to get a sense of what is happening on the ground. She is concerned that faculty cannot interact with the board because of union negotiations but feels meetings can happen with topic restrictions.

## 2.5 OMIC Report

**Director Campbell** introduced himself and thanked Oregon Tech for its support as host, landlord, and partner of OMIC. He outlined existing members, noting the membership has grown to 25 and is anticipated to grow. There are eight active general projects, three completed, and five specific projects. An applied research project is also underway, giving students opportunities to work on cutting-edge equipment. He gave an overview of upcoming projects. **Trustee Brown** requested the board tour the site in the future.

## 2.6 Foundation Report

**AVP Ricketts** gave an update of foundation and advancement progress including awarding over \$800,000 in scholarships, recent donations from Cascade Health Alliance and Klamath Medical Services Bureau Foundation, CEET campaign fundraising, development of a robust donation pipeline, rolling out donor recognition programs, reporting to donors outcomes of donations, Giving Tuesdays, culture and collaboration building, and industry outreach. She stated alumni participation and giving is approximately 4.5-5% and they are looking at increasing that number. **President Naganathan** thanked staff and faculty for increasing Oregon Tech's contributions to the United Way campaign and acknowledged Professor Don McDonnell for being named the Volunteer of the Year.

## 2.7 Legislative Report

**AVP Miles** gave an update on legislative issues and reminded the board Oregon Tech receives funding through one line-item in the Governor's budget: the public university support fund. She stated operating dollars will be the focus of legislative lobbying over the next few months, in addition to capital funding, sports lottery dollars and continued OREC funds. She reviewed the timeline for budget and tuition setting, the challenges and unknowns of the current session, and the lack of predictability given the revenue package proposals. **Chair Graham** requested additional time to discuss other sources to fund the institution so we become less reliant on the state. Discussion regarding HECC's perspective and stance on funding and proposed funding for K-12 and community colleges.

## 2.8 Strategic Enrollment Management Report

**AVP Veth** showed a PowerPoint presentation and gave an update on strategic enrollment management. She showed the new dashboards and highlighted the number of applicants and processed applications are up. She stated the historic and current information is used to predict numbers for the fall. The goal is to meet and exceed the estimate of 95 students to make the investment in SEM valid. She addressed the decline of high school enrollment in Oregon and the move to establish relationships in other states where enrollment is increasing. She noted a large increase in freshman and new relationships with outreach and partnerships. She showed the new materials from marketing.

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

**Trustee Brown** reviewed the reports, discussions, and actions of the committee.

## **2.10 Finance and Facilities Committee Report**

**Trustee Jones** reviewed the reports, discussions, and actions of the committee. He noted he is now in the role of audit liaison.

## **2.11 Executive Committee Report**

**Chair Graham** reviewed the actions of the committee. She noted the addition of two items to the board's consent agenda; items 3.11 and 3.12 are at the recommendation of the Executive Committee. They are to recommend to the Governor the appointment of John Davis to the Board as an at-large trustee, and to recommend the re-appointment of Trustees Rusth and Mason to the board, respectively.

Trustee Rusth exited the meeting at 3:20pm

## **3. Consent Agenda**

### **3.1 Approval of Minutes of the November 15, 2018 Meeting**

### **3.2 Recommendation to HECC to Approve the Cybersecurity Degree**

### **3.3 Approval of Appointment of Trustee Jessica Gomez as Vice Chair of the Board of Trustees**

### **3.4 Approval of Appointment of Trustee Starr to the Finance and Facilities Committee**

### **3.5 Adoption of an Amendment to the Board Policy on Delegation of Authority**

### **3.6 Adoption of an Amendment to the Board Policy on Categories of Authority**

### **3.7 Adoption an Amendment to the Board Bylaws**

### **3.8 Adoption an Amendment to the Board Policy on Tuition and Fee Processes**

### **3.9 Adoption of a Special Tuition (Boeing)**

### **3.10 Adoption of a Mid-Year Adjusted Budget**

### **3.11 Recommendation to the Governor to appoint John Davis to the Board as an At-Large Trustee**

### **3.12 Recommendation to the Governor to re-appoint Trustees Rusth and Mason to the Board in the staff and at-large positions, respectively**

Chair Graham pulled items 3.3, 3.11, and 3.12 from the consent agenda for separate action.

Trustee Stewart moved to approve the consent agenda excluding items 3.3, 3.11 and 3.12.

Trustee Minty Morris seconded the motion. With all Trustees present voting aye, the motion passed unanimously.

## **4. Action Items**

### **3.3 Approval of Appointment of Trustee Jessica Gomez as Vice Chair of the Board of Trustees**

**Chair Graham** gave an overview of Trustee Jessica Gomez's qualifications to serve as vice-chair.

Trustee Minty Morris moved to approve Trustee Jessica Gomez as the vice-chair of the Board of Trustees. Trustee Jones seconded the motion. Trustee Gomez abstained from the vote. With all other Trustees present voting aye, the motion passed unanimously.

**3.11 Recommendation to the Governor to appoint John Davis to the Board as an At-Large Trustee**

Chair Graham, President Naganathan, and Trustee Brown gave overviews of John Davis's qualifications to serve on the Board.

Trustee Brown moved to recommend the Governor appoint John Davis to the Board as an at-large Trustee. Trustee Minty Morris seconded the motion. With all Trustees present voting aye, the motion passed unanimously.

**3.12 Recommendation to the Governor to re-appoint Trustees Rusth and Mason to the Board in the staff and at-large positions, respectively**

Trustee Stewart moved to recommend the Governor re-appoint Trustees Rusth and Mason to the Board in the staff and at-large positions, respectively. Trustee Minty Morris seconded the motion. With all trustees present voting aye, the motion passed unanimously.

**5. Discussion Items**

**5.1 Presentation: Bias in Emergency Medical Services**

Associate Professor and Chair/Program Director Kennel introduced himself and explained the Emergency Medical Services program. He showed a PowerPoint presentation on his research regarding the influence of race in the level of service provided by emergency medical providers. Discussion on racial disparity and how the issue might be corrected.

**5.2 Marketing Presentation**

AVP Saunders gave a PowerPoint presentation, reviewing the two-year strategic plan components and goals of the Marketing, Communications, and Public Affairs Department. She showed a new video and identified tracking measures and key areas that MarCoPa covers. She reminded attendees that every person is a brand ambassador for the university.

Trustee Gomez exited the meeting at 4:30pm.

**5.3 Board and Trustee Evaluations**

Chair Graham explained that she will send out a set of evaluation questions to the trustees. She requested responses by the March meeting when she will give a summary of the themes and comments. She asked that comments or questions be sent to her. The survey will include committee meeting schedules and a whether they should be held sequentially or in parallel.

**5.4 Board and Committee Meeting Schedules**

**Chair Graham** stated the board appears split on whether to hold the committee meetings in parallel versus sequential.

**6. Other Matters**

**Chair Graham** stated trustees are needed at the Klamath Falls, Portland-Metro, and Boeing commencements.

**7. Public Comment** - none

**8. Roundtable**

Trustees shared their takeaways from the day. **Trustee Brown** appreciated President Naganathan's efforts to focus on larger projects by reducing the number of direct reports. **Trustee Minty Morris** appreciated hearing the successes of the university and is looking forward to the legislative session and being an ambassador. **Trustee Starr** enjoyed his first meeting and learning about the university. He stated a concern about the overall gap between faculty and administration as noted by the Faculty Senate President. **Trustee Hill** was moved by Chair Kennel's presentation and shared her belief that it is important that we acknowledge his findings and consider them appropriately. She was impressed with how the people at Oregon Tech go the extra yard to help the students. **Trustee Perry** appreciated the sabbatical presentations and learning about new programs and the new approval process. **Trustee Mason** appreciated Chair Kennel's presentation. **Trustee Jones** appreciated the thoughtfulness put into the reorganization and growing bench strength. **Trustee McClure** appreciated being together rather than holding the virtual meeting. She was excited about strategic planning, and seeing collaboration among departments, however, she is worried about faculty workload and believes there is work that needs to be done to improve communication. **Trustee Stewart** feels that things are coalescing around mutual goals. **President Naganathan** expressed thanks to former Trustees Núñez and Sliwa for their contributions and recognized the efforts of the staff in preparing for and organizing the meetings of the Board and the Board committees. **Chair Graham** appreciated the trustees and the trust the board has in the subcommittees. She acknowledged the need to address faculty workload and reliance on state funding.

**9. Adjournment**

Meeting was adjourned at 5:15p.m.

Respectfully submitted,



Sandra Fox  
Board Secretary