

The Oregon Tech Board of Trustees held an Executive Session from 8:00am to 8:45am Per ORS 192.660 and ORS 40.225 Rule 503, to consider information or records that are exempt by law from public inspection and to discuss confidential issues with attorney-client privilege. No final action or final decision was made during the executive session.

Board of Trustees Meeting MINUTES

Trustees Present:

Jessica Gomez, Chair	Jill Mason	Mike Starr (in person)
Vince Jones, Vice Chair	Kelley Minty Morris	Fred Ziari
Jeremy Brown	Nagi Naganathan, President	
Lisa Graham	(in person)	
Rose McClure (in person)	Grace Rusth	

Trustees Unable to Attend:

Kathleen Hill
Dana Londen
Paul Stewart

University Staff and Faculty Present:

Brian Fox, VP Finance and Administration
Erin Foley, VP Student Affairs and Dean of Students
David Groff, General Counsel
Scotty Hayes, Information Technology Consultant
Joanna Mott, Provost
Adria Paschal, Senior Executive Assistant to the President

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

Chair Gomez called the meeting to order at 10:35am. The Board Secretary called roll and a quorum was declared.

2. Reports

- 2.1 Administrative Council Report** – written report in agenda packet
- 2.2 Faculty Senate Report** – written report in agenda packet

2.3 Finance and Facilities Committee Report

Vice Chair Vince Jones reported the committee recommended board approval of the proposed spring term fees and the upcoming academic year tuition and fees; both items are on the full board agenda for additional discussion.

2.4 Executive Committee Report

Chair Jessica Gomez reported the committee recommended the Governor reappoint faculty trustee Rosalind McClure and appoint Timothy Hasty to the student position.

3. Consent Agenda

3.1 Approve Minutes of the January 23, 2020 Meeting

With no amendments proposed, the minutes of the January 23, 2020 stand as published.

4. Action Items

4.1 Approve an Adjusted 2019-20 Academic Spring Term Fee Structure

VP Fox explained the need to modify the spring term fee schedule and reviewed the agenda report. He noted the adjustments are a joint recommendation from both the Klamath Falls and Portland-Metro ASOIT groups, and administration. The Finance and Facilities Committee unanimously recommended the board approve the amended fees.

Trustee Jones moved to authorize staff to:

- 1) Eliminate all currently approved mandatory fees for Spring Term 2020, including the Building Fee, Incidental Fee, Health Services Fee and Student Rec Fee as well as course fees which have been previously approved administratively during Spring Term 2020.**
- 2) Replace previously approved mandatory fees with a discounted total in order to reduce the overall cost to students and simplify the fee structure.**
- 3) For those students enrolling in classes offered remotely from the Klamath Falls campus, an “Adjusted Spring Fee – Klamath Falls” be enacted at a rate of \$573 for all students enrolled in six (6) credit hours or greater and at \$344 for all students enrolled in five (5) or fewer credits during Spring Term 2020. For those students enrolling in classes offered remotely from the Portland-Metro campus, an “Adjusted Spring Fee – Portland-Metro” be enacted at a rate of \$115.00 for all students enrolled in six (6) credit hours or greater and at \$69.00 for all students enrolled in five (5) or fewer credits during Spring Term 2020.**

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

4.2 Approve the 2020-2021 Academic Year Tuition and Fees

VP Fox reviewed the legislative requirements associated with tuition and fee setting and the manner in which Oregon Tech met those requirements. He noted approving tuition and fees now, despite the uncertainty of state funding and enrollment, provides certainty for students of what they will be expected to pay for the upcoming year. He explained the tuition and fees do not meet the greater-than-5% threshold to require HECC review. He showed a PowerPoint that was included in the Finance and Facilities Committee agenda packet and noted the information is very similar to that provided to students during tuition

forums and to the Tuition Recommendation Committee (TRC). He reviewed the tuition setting process, budget context and tuition comparisons, the different scenarios considered, student feedback, and the recommendations of the TRC and the president. Discussion regarding potential cost savings with the temporary transition to remote teaching. **Trustee Brown** requested staff to look at reducing courses or eliminating programs as we look at adding courses and programs. **President Naganathan** stated Provost Mott is working on course rescheduling to increase efficiency. **Provost Mott** stated faculty are holding back moving new programs forward as they look at older programs. She explained that a new process was implemented requiring students to place deposits to gauge the level of interest in programs. This will help guide actions for next year. **President Naganathan** explained that the personnel recruitment processes for many of the open positions are stalled based on the travel restrictions and health concerns but the candidates are being kept engaged. **VP Fox** stated the discount rate is approximately 12% which is less than many of our competitors. **Trustee McClure** shared her concern about the impact the tuition increase could have on students' ability to attend Oregon Tech. She acknowledged that the tuition and fees were made before COVID-19 and wondered if the fund balance would stay at 10% if tuition was not increased. **VP Fox** clarified that the assumption would be true if we received the same amount of state funding which is very unlikely; enrollment would then need to increase drastically and costs would need to be reduced. He stated all capital projects that are not funded by bonds were halted to save funds. **Provost Mott** stated the number of student deposits for the Fall were going up steadily but have essentially stalled two weeks ago at roughly 531 deposits for freshman and transfer students. **Trustee Graham** reminded the board that some of the tuition helps fund remissions which assists students in need. **Provost Mott** explained that staff is tracking students who are dropping courses and contacting them to determine the reasons and whether we can assist them.

Trustee Graham moved to approve the following changes to tuition and mandatory fee rates for the 2020-2021 Academic Year:

1. **Tuition rates be established as follows:**
 - a. **undergraduate resident and non-resident tuition rates be increased by 5.0% from the 2019-20 academic year rates for the 2020-21 academic year;**
 - b. **undergraduate and graduate Engineering Technology and Health Program differential tuition be increased from 30% premium to 35% premium above base tuition for the 2020-21 academic year;**
 - c. **graduate resident and non-resident tuition rates be increased by 5.0% from the 2019-20 academic year rates for the 2020-21 academic year;**
 - d. **resident Medical Lab Sciences programs be set at the Health Program differential tuition rate, and non-resident Medical Lab Science program tuition be set at an 80% premium to resident students in accordance with current practice;**
 - e. **resident and non-resident Paramedic Program and Chemeketa Dental Hygiene program tuition be increased by 5.0% from the 2019-20 academic year rates for the 2020-21 academic year;**
 - f. **graduate distance education tuition be increased by 5% from the 2019-20 academic year rates for the 2020-21 academic year;**

- g. summer tuition rates be adjusted in accordance with the regular academic year rates;
 - h. Staff rates will be increased at the same proportion as undergraduate resident and non-resident tuition rates;
 - i. where applicable, proration, discounts, and options be maintained from the 2019-20 academic year for the 2020-21 academic year;
 - j. tuition levels outlined in this motion are detailed in appended tuition tables which are controlling.
2. Mandatory enrollment fee rates be established as follows:
- a. the Klamath Falls Incidental Fee increase from \$367 to \$399.50 per term as recommended by ASOIT, and for students enrolled in one to five credits a prorated amount be charged as follows: for the first credit enrolled, a student will be charged \$224.50, and an additional \$35 for every additional credit enrolled until a student reaches six credits;
 - b. the Klamath Falls Summer Incidental Fees remain at \$70 as recommended by ASOIT;
 - c. the Klamath Falls Health Service Fee be increased to \$172 per term;
 - d. the Portland-Metro Incidental Fee remain at \$50 per term as recommended by ASOIT;
 - e. the Portland-Metro Summer Incidental Fees remain at \$50 per term as recommended by ASOIT;
 - f. the Wilsonville Health Service Fee increase from \$40 to \$43 per term as recommended by ASOIT; and
 - g. the Building Fees remain at \$45 per term during the academic year for students enrolling in less than twelve credits the building fee will be prorated, beginning at \$23 dollars and increasing by \$2.00 each credit hour, and \$34 per term during the summer term, and remain constant regardless of the number of credits enrolled.
 - h. Mandatory enrollment fee levels outlined in this motion are detailed in appended tuition tables which are controlling.

The President or designee is delegated such authority as is available under policy and law to make minor and technical adjustments to these proposed rates as needed to correct round-offs, errors, inconsistencies, or omissions, and execute the Board's directives. **Trustee Jones** seconded the motion.

Trustee Ziari cautioned the board that the timing of increasing tuition and fees is important given the existing condition of the economy and the need to be in concert with other universities, HECC and the Governor's office. He cautioned staff about the manner in which the rates are marketed or published. **Chair Gomez** explained that these new tuition and fees will be announced immediately after they are approved by the Board. Discussion regarding the pros and cons of delaying a decision on tuition and fees. **President Naganathan** suggested staff present a robust remission and financial aid strategy at the next meeting. **VP Fox** recommended an addition to the proposed motion to direct staff to come back to the board in May with a specific proposal for financial aid and remissions to assist families and students affected by COVID-19. **Trustee Graham**

modified the motion to include direction to staff to return to the next meeting of the Board with a specific proposal for financial and remissions to assist families and students affected by COVID-19. Trustee Jones accepted and seconded the modified motion.

Trustees voting in favor of the motion: Brown, Graham, Jones, McClure, Mason, Ruth, and Starr. Trustees voting against the motion: Minty Morris and Ziari. **The modified motion passed 7-2.**

5. Discussion Items

5.1 Draft Strategic Plan Presentation

President Naganathan explained the strategic plan process and gave an overview of the committee participants. On behalf of the committee he requested trustee feedback on the proposal. He referenced the PowerPoint presentation included in the agenda report noting the key words from the mission statement guided the document, a revised vision is proposed, and eight values were identified. He shared the pillars of the plan: student success, commitment to innovation, commitment to community, commitment to institutional excellence; and stated there were 11 goals with 4-6 objectives under each. He stated he will come back to the Board at the next meeting with desired outcomes for each pillar and possibly specific metrics if the committee can identify such. **Trustee Brown** stated many university plans are similar to the proposed plan; he questioned what in the plan differentiates Oregon Tech from other universities. **President Naganathan** stated one of the goals focuses on being “industry’s university” which gives staff and faculty the platform to rethink how we engage with industries through curriculum and becoming a part of the industry. This is different than simply offering the courses and a degree. Discussion regarding the items that differentiates the university. **Trustee Ziari** stated he agrees with President Naganathan and added three areas of differentiation: the legislature’s designation of the university as Oregon’s Polytechnic University, the university’s involvement in the Oregon Manufacturing and Innovation Center, and the university’s image of industry. He stated he likes the draft strategic plan very much.

5.2 Review of President’s Employment Agreement

Chair Gomez stated the Board reviewed the President’s employment agreement and no changes are proposed. She thanked President Naganathan for his strong and compassionate leadership and all of the work he and his team are doing.

6. Other Matters

Trustees shared their thoughts about the meeting. **Trustee Brown** appreciated the conversation on tuition and the fact a non-unanimous vote is healthy for a board. He is concerned about the future and acknowledged the board will be faced with some tough decisions in the near future. He would like a reserve fund that is healthy so the university has the freedom to make decisions. **Trustee Ziari** suggested the board might need to meet more often. **Vice Chair Jones** felt the messaging around tuition and fees is important and feels the financial plan laid out by the Finance and Facilities committee is strong. He suggested looking at ways to graduate health care students earlier in order to assist in the COVID-19 crisis. **Trustee Minty Morris** stated the

board needs to be hyper-sensitive to the times and she would support staff pausing and re-evaluating the choices to increase fees and tuition. **Trustee McClure** anticipated opposing the tuition increase at the beginning of the meeting but appreciated the proposal to increase the amount of funds for those in need. She stated reducing tuition and fees was the philosophy after the last pandemic. She appreciated everyone's involvement and the discussion. **Trustee Starr** stated that there will likely be tougher and more serious decisions to be made in the future and they will revolve around cutting expenses, and personnel costs seem to be the likely area to cut. He noted increasing the tuition and fees are not done to make money but to be able to provide a quality education to students. **Trustee Rusth** stated information is changing so quickly that it is difficult to make decisions but she appreciates keeping the health of the university in mind. **Chair Gomez** stated these are difficult times and there will be difficult decisions that need to be made.

7. **Public Comment** – none

8. **Adjournment**

Meeting adjourned at 12:30pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Sandra Fox', is positioned above the typed name.

Sandra Fox
Board Secretary