

**Meeting of the
Oregon Tech Board of Trustees
In Person Only -- Hyatt Regency Hotel
Oregon Convention Center, Portland, OR
Monday, July 15, 2024
8:30 am – 5:00 pm
& Tuesday, July 16, 2024
8:00 am – 12:00 pm**

Minutes

Trustees in Attendance:

Cec Amuchastegui, Trustee	Kanth Gopalpur, Trustee
Stefan Bird, Trustee	Aaron Hill, Trustee
David Cauble, Trustee	Vince Jones (Vice Chair)
John Davis (Chair)	Nagi Naganathan, ex-officio/non-voting
Vijay Dhir, Trustee	Mark Neupert, Trustee
Johnnie Early, Trustee	Celia Nunez, Trustee
Don Gentry, Trustee	Michele Vitali, Trustee

University Staff, Visitors, and Faculty Present and in-person:

Ken Fincher, Vice President, University Advancement & Board Secretary
David Groff, University General Counsel
John Harman, Vice President, Finance & Administration
Joanna Mott, Provost & VP of Academic Affairs & VP for SEM
Adria Paschal, Senior Executive Assistant to the President
Mandi Clark, Vice President of Student Affairs
Greg Stringer, AVP Strategic Enrollment Management and Retention
Gaylyn Maurer, Executive Director, Health and Wellness
Wilfred Pinfold, Consultant
Cheri Chastain, Consultant, B&D
Michael Quadrino, Consultant, B&D
Jay Ward, Legislative Consultant

1. **Call to Order/Roll/Declaration of a Quorum (8:35 am)** *Chair John Davis*
Chair Davis called the meeting to order. Board Secretary Fincher took roll, and a quorum was declared.
(Sections of Day 1 were rearranged; these minutes reflect the agenda as originally planned)
2. **Welcome and Introductions** *Chair John Davis*
Chair Davis welcomed the trustees and outlined the retreat's goals and expected achievements. New Trustees Neupert and Hill were introduced and welcomed to the Board.

3. **Consent Agenda** *Chair, John Davis*
Approval of the Minutes of the June 2024 Meeting
No changes were voiced. Minutes approved as submitted.
4. **Review of the Meeting Agenda**, *Chair Davis*
Chair Davis reviewed the agenda and shared that sections of the meeting would be held under Executive Session.
5. **Board Roles and Responsibilities**, *Chair Davis*
Chair Davis asked board members to consider areas to focus board efforts on. Responses included improving the graduation rate; eliminating reasons for students to leave; retention of faculty, students, and staff; inclusion of faculty and staff at events; a focus on financial resources; creating new revenue streams; inclusion of the tribes in programs; utilizing the Portland Metro campus; consider becoming a Hispanic Serving Institution (HSI); support the vision of the university's mission and vision; support a culture shift at the university; support first-generation students; grow community relationships; support entrepreneurship; provide a bold statement of what we want to be: and provide something everyone can rally around.
6. **Strategic Plan Review**, *Dr. Nagi Naganathan*
President Naganathan provided an overview of the strategic plan and the progress that has been made to date. The conversation turned to the creation of Big Ideas and Bold Statements. Vice Chair Jones encouraged the board to share ideas and provide solutions to those areas where Oregon Tech can improve.
7. **Strategic Enrollment Management Discussion**, *Dr Greg Stringer*
Dr Stringer shared an in-depth report on Oregon Tech enrollment, including trends, challenges, and initiatives, which include platform integration and data acceleration. Dr. Stringer also shared data related to fall applications, first-time freshmen, retention initiatives, and admissions and retention exploratory ideas.
8. **Academic Master Plan & University Academic Directions**: *Provost and VP for Academic Affairs & SEM, Dr. Joanna Mott*
Dr. Mott shared her presentation and provided an update on academic affairs and the academic master plan. Dr. Mott provided a background of the Academic Master Plan (AMP) and provided insight into its implementation, charges, initiatives, and progress.
9. **University Financial Status & Long-Range Fiscal Planning** *Vice President, John Harman*
VP Harman shared his presentation and covered the topics of:
 - Projected FY 2023-24 Year End
 - Significant Factors Impacting FY 2023-24
 - FY 2024-25 Budget Assumptions
 - The FY 2024-25 Budget Journey (Budget Build)
 - Key Escalating Expenses
 - The 2025-27 Biennium Outlook for State Funding

VP Harman answered questions about the budget process, reserve utilization, and budget creation. Vice Chair Jones complimented VP Harman and the staff for their due diligence in keeping spending within the budget and for their team effort to build a 2024-25 fiscal budget. Chair Davis agreed and

noted that the university needs to maintain its financial situation as other sources of funding and reserves could dry up in the future.

10. Student Affairs Goals, *Dr Mandi Clark, Vice President of Student Affairs*

VP Clark provided a presentation that included a year-in-review report which included several new hires and a revamp of some offices and personnel. She noted challenges related to student engagement and identified opportunities for students to engage and communicate more effectively. She also noted growth opportunities and ways in which the university can provide services and opportunities for students to serve in leadership roles in clubs, service organizations and councils.

11. Institutional Goals, *Dr. Nagi Naganathan*

This section of the retreat was covered earlier in the day during other topics, as well as on the second day of the retreat.

12. Board Self-Evaluation, *Chair Davis*

The board survey results review was postponed to a later meeting.

13. Executive Session, *Chair Davis and Legal Counsel Dave Groff*

The Board, without those members who were excused by statute, attended an executive session to discuss labor negotiations.

14. Board Recess, *Chair Davis*

15. Call to Order, *Chair Davis*

Chair Davis called to order Day Two of the retreat.

16. Review And Discussion of Day One – *Chair John Davis*

Chair Davis reviewed the discussion and accomplishments of Day One of the Retreat. He thanked the trustees for their engagement in the meeting and welcomed additional comments and ideas for success.

17. Institutional Goals Discussion, *Chair Davis and President Naganathan*
Presentations followed.

Health and Wellness, Gaylyn Maurer

Applied Computing, Dr. Wilfred Pinfold

Tech Village, Cheri Chastain and Michael Quadrino.

18. Trustee Meeting Calendar Planning, *Chair Davis*

The 2024-25 BOT calendar was shared with the board.

19. Executive Session: Board Development Tromr.ad.