

Chair:		
<i>Richard Bailey</i>	Faculty Department of Business Management, ETM	Klamath Falls
Membership:		
<i>Abdy Afjeh</i>	Associate Provost for Research	Portland-Metro
<i>Todd Breedlove</i>	Faculty Department of Computer Systems Engineering Technology, ETM	Klamath Falls
<i>Erin Foley</i>	Vice President for Student Affairs and Dean of Students	Klamath Falls
<i>Brian Fox</i>	Vice President for Finance and Administration	Klamath Falls
<i>David Hammond</i>	Faculty Department of Mathematics, HAS	Portland-Metro
<i>Samantha Henkell</i>	ASOIT President	Klamath Falls
<i>Dawn Lowe-Wincentsen</i>	Librarian	Portland-Metro
<i>Debbie McCollam</i>	Faculty Department of Medical Imaging Technology, HAS	Klamath Falls
<i>Joanna Mott</i>	Provost and Vice President for Academic Affairs	Klamath Falls
<i>Stephanie Pope</i>	Assistant Vice President for Fiscal Operations	Klamath Falls
<i>Matthew Sleep</i>	Faculty Department of Civil Engineering, ETM	Klamath Falls
<i>Mason Terry</i>	Faculty Department of Electrical Engineering and Renewable Energy, ETM	Klamath Falls
<i>Stefan Valenzuela</i>	ASOIT President	Portland-Metro
<i>Erika Veth</i>	Associate Vice President for Strategic Enrollment Management	Klamath Falls
Additional Attendees:		
<i>Nellie Stewart</i>	Executive Assistant to Vice President for Finance & Administration	Klamath Falls

MINUTES

Meeting called to order – Chair Richard Bailey

Chair Bailey called the meeting to order at 9:31 am.

Guest Dr. Nagi Naganathan, President

Dr. Nagi joined the FOAC meeting to address 3 topics: the ongoing discussions around campus regarding administrative salary increases that total \$2 million along with administrative compensation and budget going forward FY20 and FY21. *Dr. Nagi* shared that \$1.4 million in salary increases is from the general fund and \$600,000 is in not in general fund, but from auxiliary budgets. There are a combination of factors that can address these increases; Board of Trustees strategic investments; hiring for new positions to address more responsibilities from the State and USSE changes; evaluation of current staff with increased responsibilities to their original job descriptions through the HR standard practice; and leadership roles and hires. *Dr. Nagi* shared his decision making on organizational structure to address new pressures; Oregon Funding Formula, political positioning, capital bonds, HECC changes, and overall Oregon Tech in the future. This year’s budget will focus on retention efforts to maintain our students and tuition revenue. Next year’s budget will see a \$1.5 million dollar increase from the State. The goal for Oregon Tech is robust and controlled growth.

Richard Bailey asked *Dr. Nagi* what he would like to see from FOAC this year. *Dr. Nagi* replied that this group will help construct the budget elements, including the budget build process, work through the unknowns and help with messaging and communication to campus around investments and questions. *Dr. Nagi* will continue his efforts for outside resources and opportunities for Oregon Tech. He will also continue to look at Oregon Tech organizational structure for short term maintenance and long term plans for growth.

Debbie McCollam shared concern for academic budgets and the effects happening on student programs, including externships, faculty hiring and service and supplies budgets. *Dr. Nagi* replied with acknowledgement of the growing pains. He shared that the Provost Office will have a new position hired soon for a Financial Analyst to help Deans and departments with all academic budgets and funding plans.

Matthew Sleep asked *Dr. Nagi* if he has the support needed for his presidency. *Dr. Nagi* replied that he does and continues to gauge the best interest of Oregon Tech for administrative positions. There were decisions made to eliminate the VP for Portland-Metro, VP for SEM and VP Governmental Relations and to utilize the current talented staff. This includes the decision to hire a junior legislative support at this time.

1. FY20/FY21 Budget Plans and Early Indicators – *Brian Fox*

- a. *Brian Fox* presented a PowerPoint on the FY20 Budget Update and FY21 Budget Planning. An overview was given for current year forecast variables with drivers, timelines and actions. One of the continued unknowns is Salary and Pay for overload, adjuncts and online compensation to faculty. *Dr. Mott* shared the goals for Academic Affairs for future budget building and there will be a new process with improvements. FY20 budget was set up prior to her start with Oregon Tech, so there is discovery happening to manage how the funding was set up. *Todd Breedlove* shared concern for service and supplies listed as a savings. *Brian Fox* replied that these decisions will be made in conjunction with deans and vice presidents to look at budgets as a whole from a division to move funds as needed. *Debbie McCollam* inquired if there was a technology budget for classrooms. *Brian Fox* replied that at this point, ITS was not given a budget for classroom technology and Facilities was given a budget for classroom furniture. These pieces will be worked out into a central plan for next year. One thing to note is the awareness at the state level that Oregon Tech has extremely low classroom utilization. Some of this is because of our lab intensive programs, however, there is room to improve by creating standard classrooms that are set up and can be used by all departments. *Richard Bailey* asked about the \$600,000 increase in Debt Service. *Brian Fox* replied that is to reflect the investment made from the strategic loan for the medical equipment. *Dawn Lowe-Wincentsen* suggested that since all FOAC materials are posted to the website, that a Glossary would be helpful.

2. FY21 Budget Development Process & FOAC Discussion – *Brian Fox*

- a. Time did not allow for this agenda item. *Brian Fox* encouraged FOAC members to review this information on the website.

3. Divisional Budget History – *Brian Fox*

- a. Time did not allow for this agenda item. *Richard Bailey* encouraged FOAC members to review this information on the website.

Meeting adjourned – Chair *Richard Bailey*

Chair Bailey adjourned the meeting at 11:03 am.