

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>Erik Johnson</i>	Director for Admissions	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
Additional Attendees:		
<i>Terri Torres</i>		Klamath Falls
<i>Nellie Stewart</i>	Executive Assistant to Vice President for Finance & Administration	Klamath Falls
<i>Stephanie Pope</i>		Klamath Falls

MINUTES

Meeting called to order – Chair Richard Bailey

Chair Bailey called the meeting to order at 7:30 am.

1. Tuition Forum Review – Brian Fox

- a. *Brian Fox* presented the Tuition Open Forum slides for the second series scheduled for this week.
- b. *Terri Torres* inquired about the comparator schools and why certain Oregon schools were missing.
- c. *Dawn Lowe Wincentsen* asked about how many students are needed for running in the black, and the gaps in the summer with advising, how the faculty role plays a part, and not just in the evening and what justifies a full time advisor. She shared that the Portland-Metro campus receives help from Financial Aid through employees traveling to their campus. It would be wise to go through a list of services provided to each campus for student accommodations.
- d. *Todd Breedlove* shared updates needed for CSET hiring.
- e. *Richard Bailey* asked about the advisor hiring. He shared that the newly created ‘The ROCK’ has been tasked with only advising services to first year students and that retention is declared and advised by faculty. He is aware that each college will have an advisor to help with the process instead of replacing admin in the Provost’s Office, The ROCK, Educational Partnerships, and the Registrar’s.

- f. *Terri Torres* asked about Sports Lottery funding requirements along with details around scholarships, and women athletes. She also asked about the Track facility renovation. *Brian Fox* replied that the Athletic facility exterior and Student Rec Center was funded through a bond and student fees and the hope is to have some leftover bond funds to work on the track facility.
- g. *Richard Bailey* asked about debt service.
- h. *Todd Breedlove* shared that equipment storage needs to be addressed on the Portland-Metro campus since equipment is currently stored in faculty offices.
- i. *Terri Torres* asked about viewing the Foundation budget. *Brian Fox* replied that the Foundation budget is a separate entity and can be viewed through financial statements.
- j. *Mason Terry* asked about using DocuSign for a cost savings.
- k. *David Hammond* asked about Debt Service as compared to other universities since 7% seems high. *Brian Fox* replied that borrowing interest rates have gone up and there are restrictions on these funds, for example auxiliary departments cannot use state funding.
- l. *Todd Breedlove* asked about health care versus retirement.
- m. *Todd Breedlove* shared concern for salary savings to balance the budget and that faculty retention is a problem.
- n. *Terri Torres* asked about the President's budget, and the operating budget as a whole, and how divisional budgets are determined in regards to support or recommend for tuition increases. *Brian Fox* shared that this is established through the TRC process, and is an informative process that creates opportunity for FOAC involvement.

2. Budget Timeline and FOAC Involvement – *Brian Fox*

- a. *Brian Fox* presented the budget process for FY20 and FY21. There is a plan to format so that FOAC provides feedback Senior Leadership in written form after each divisional VP presents their level of budget detail and investment requests.

Meeting adjourned – *Chair Richard Bailey*

Chair Bailey adjourned the meeting at 8:50 am.