

Chair:		
Richard Bailey	Professor of Business Management	Klamath Falls
Membership:		
Abdy Afjeh	Associate Provost for Research	Portland-Metro
Todd Breedlove	Professor of Computer Systems Engineering Technology	Klamath Falls
Erin Foley	Vice President for Student Affairs & Dean of Students	Klamath Falls
Brian Fox	Vice President for Finance & Administration	Klamath Falls
David Hammond	Associate Professor of Mathematics	Portland-Metro
Samantha Henkell	ASOIT President	Klamath Falls
Dawn Lowe-Wincentsen	Librarian	Portland-Metro
Debbie McCollam	Professor of Medical Imaging Technology	Klamath Falls
Joanna Mott	Provost & Vice President for Academic Affairs	Klamath Falls
Stephanie Pope	Assistant Vice President for Financial Operations	Klamath Falls
Matthew Sleep	Assistant Professor of Civil Engineering	Klamath Falls
Mason Terry	Director of Oregon Renewable Energy Center (OREC)	Klamath Falls
Stefan Valenzuela	ASOIT President	Portland-Metro
Erika Veth	Associate Vice President for Strategic Enrollment Management	Klamath Falls
Additional Attendees:		
Nellie Stewart	Executive Assistant to Vice President for Finance & Administration	Klamath Falls

Minutes

Meeting called to order – Chair Richard Bailey

Chair Richard Bailey called the meeting to order at 2:01 pm.

Chair Richard Bailey gave an overview of the agenda. PREC has been given the charge to present the President with a recommendation. Chair Bailey would like to also have a recommendation shared with the President from FOAC. Please send your suggestions this afternoon to be compiled and forwarded to the President.

1. Q3 update/Budget Projection – Vice President Brian Fox

Vice President Brian Fox presented the March 2020 Management Report document. *Debbie McCollam* asked *about the* classified and unclassified differences and the open positions and hiring freezes and what the different cuts are or are already in the totals. *Vice President Brian Fox* replied that open position funds are held in the salary savings line item based on assumptions made with an estimated timeline. The salary savings are a one-year line item. Future budgets do not include this savings and will show all position salaries whether filled or not. *Todd Breedlove* asked about using the reserve fund balance. *Vice President Brian Fox* replied that this could be an option if it is in alignment with the Board of Trustees approved percentage amount.

2. FY21 Budget – Vice President Brian Fox

Vice President Brian Fox presented the FY21 Build Summary Post COVID document.

Vice President Brian Fox presented the FY21 New Budget Targets document. *Matthew Sleep* shared that it is the position of FOAC to be part of the recommendations and decisions on the percentage cuts for the divisions. He asked how the 6% budget cut amount across the board was decided. Looking at the numbers, we can see historical disproportional increases to the President's Office, Marketing department and Enrollment Management. The idea of doing a 6% budget cut for each division is not an efficient plan or use of funds. *Vice President Brian Fox* replied that the 6% budget cut is the easiest way for the divisions to look at their budgets to make decisions. He encouraged *Matthew* to submit his suggestions to *Chair Bailey* for the FOAC recommendation to the President. He also shared that PREC has done a very deep review at the budget. *Richard Bailey* added that the university will need to decide what the right cuts are and deciding whether the cuts should be temporary or permanent. *Debbie McCollam* added that there are disproportionate increases which will make an even cut across all departments no sustainable.

3. State Funding/Revenue Projections – *Vice President Brian Fox*

Vice President Brian Fox presented State Budget Planning document. *Debbie McCollam* asked how we are going to save academics with the state funding model and our small class sizes for hands on education and lab learning. *Vice President Brian Fox* replied that Oregon Tech will need to grow on revenue and student enrollment while reducing costs. This will have to be an operating model change. He hopes that Oregon Tech will learn lessons from the COVID response.

Meeting adjourned – *Chair Richard Bailey*

Chair Richard Bailey adjourned the meeting at 3:00 pm.