

Chair:		
Richard Bailey	Professor of Business Management	Klamath Falls
Membership:		
Abdy Afjeh	Associate Provost for Research	Portland-Metro
Connie Atchley	Associate Vice President & Chief Information Officer	Klamath Falls
Todd Breedlove	Professor of Computer Systems Engineering Technology	Klamath Falls
Jolyn Dahlvig	Associate Dean of Students	Portland-Metro
Erin Foley	Vice President for Student Affairs & Dean of Students	Klamath Falls
David Hammond	Associate Professor of Mathematics	Portland-Metro
Dawn Lowe-Wincentsen	Librarian	Portland-Metro
Joanna Mott	Provost & Vice President for Academic Affairs	Klamath Falls
Stephanie Pope	Assistant Vice President for Financial Operations	Klamath Falls
Ken Sartain	Budget Director for Academic Affairs	Klamath Falls
Harmony Stobaugh	Administrative Council Representative	Klamath Falls
Christopher Szyrnk	Associate Professor of Communication Studies	Klamath Falls
Mason Terry	Director for Oregon Renewable Energy Center	Klamath Falls
Peter Wantuck	ASOIT President	Portland-Metro
Mason Wichmann	ASOIT President	Klamath Falls
Additional Attendees:		
Nellie Stewart	Executive Assistant to Vice President for Finance & Administration	Klamath Falls

Minutes

Meeting called to order – Chair Bailey

Chair Bailey called the meeting to order at 11:00 am.

1. FOAC Charge – Chair Bailey

Chair Bailey read aloud the FOAC charge.

2. Review President Nagi FY22 Budget Memo – Chair Bailey

Chair Bailey presented the draft President Nagi FY22 Budget Memo. Provost Mott shared that Senior Leadership will be reviewing the President's Memo during a meeting this week. FOAC must provide a recommendation on the President's Memo prior to April 22 to meet the President's deadline for preparation time to present to the Board of Trustees meeting in May. Stephanie Pope will provide FOAC with the budget details to help with review after the functional Vice President's submit their FY22 Budget Templates to the Budget & Planning Office. There will be two FOAC meetings scheduled in April to review budget details and provide feedback on the budget.

3. Q1 FY21 Management Report – Stephanie Pope

Stephanie Pope presented the Q1 FY21 Management Report. *Chair Bailey* asked about COVID relief dollars and COVID expenses. *Stephanie Pope* shared an estimate of COVID relief grants in the amounts of \$50,000 from SAIF, \$200,000 from FEMA and \$900,000 from CARES Act. Grant revenue is not included in the Management Report, COVID expenses are listed in the Actuals, but not the Forecast.

4. Enrollment Update – Provost Mott

Provost Mott shared a brief enrollment update. Winter 2021 enrollment is down and after contacting every student to gather data on a reason why they did not return, the most popular answer was COVID related. Fall 2021 numbers look good and the ratio of resident and non-resident students are changing with more out of state applications than in state applications. Slate software is used to compare week by week data including applications number and deposits from last year to this year. There are weekly recruitment reports sent to all department chairs that show the data level including major selected. More information slides will be provided at the next meeting.

5. Capital Projects Update – Chair Bailey

Chair Bailey presented the Capital Projects Update PowerPoint that was presented to the Oregon Tech Board of Trustees Finance & Facilities Committee by Facilities Director Thom Darrah. *Vice President Foley* shared that the Campus Way/Dan O'Brien Roundabout project is a shared project with Sky Lakes Medical Center at the request of the city due to increased traffic because of the new Rural Health Building. *Stephanie Pope* shared that the timeline for the project should begin in the summer with completion by fall. The funds to support this project will be coming from the Boivin Hall Project State Bond. *Vice President Foley* shared that the ISCH Addition project is to expand the Integrated Student Health and create more offices so that all staff members can have their own office. The ISHC is not meeting the needs of the students with shared office spaces and scheduling conflicts and this project has been in the works for the last four years. The funds to support this project will be coming from the student health center student fees, no tuition or state dollars will be used on this project.

Meeting adjourned – Chair Bailey

Chair Bailey adjourned the meeting at 11:55 am.