

**Chair:**

Richard Bailey	Professor of Business Management	Klamath Falls
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**Membership:**

Abdy Afjeh	Associate Provost for Research	Portland-Metro
<del>Connie Atchley</del>	<del>Associate Vice President &amp; Chief Information Officer</del>	<del>Klamath Falls</del>
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
John Harman	Vice President for Finance & Administration	Klamath Falls
Dawn Lowe-Wincentsen	Librarian	Portland-Metro
Joanna Mott	Provost & Vice President for Academic Affairs	Klamath Falls
<del>Stephanie Pope</del>	<del>Assistant Vice President for Financial Operations</del>	<del>Klamath Falls</del>
Ken Sartain	Budget Director for Academic Affairs	Klamath Falls
Harmony Stobaugh	Administrative Council Representative	Klamath Falls
Christopher Syrynk	Associate Professor of Communication Studies	Klamath Falls
Mason Terry	Director of Oregon Renewable Energy Center	Klamath Falls
Peter Wantuck	ASOIT President	Portland-Metro
Mason Wichmann	ASOIT President	Klamath Falls

**Additional Attendees:**

Anna Clark	Senior Financial Analyst	Klamath Falls
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 4:00 pm.

**1. Review FOAC Charge – Chair Bailey**

*Chair Bailey* read aloud the FOAC charge from the website. He added that Dr. Nagi has reviewed and is supportive of the FOAC recommendations to the FOAC charge.

**2. Current Year Budget Projection – Vice President Harman**

*Vice President Harman* presented the Management Report. *Richard Bailey* asked about the HEERF dollars and if they are treated separately. *Vice President Harman* replied that these dollars are not included in the institutional management report because they are grant funds.

*Todd Breedlove* requested to see the unclassified salary breakdown by faculty and staff instead of a lump sum.

*Richard Bailey* asked about the use of reserve funds to reimburse for lost revenues.

*Todd Breedlove* shared that there are COVID-19 expenses that were paid for out of normal indices and business processes that will need to get reimbursed by the HEERF allocation.

### **3. FY22 Budget Build – Vice President Harman**

*Vice President Harman* presented the Campus Budget Forum PowerPoint.

*Richard Bailey* asked about the tuition increase and more credit hour prediction, however noticed a decreased amount listed from FY21. *Anna Clark* replied that this amount includes remission dollars.

*Dawn Lowe-Wincentsen* asked about the margin cost recovery for the bookstore contract.

*Christopher Syrnyk* asked about the salary recapture as a regular budget strategy and whether it is considered active or passive. He added that while this strategy has been past practice with approval from the Board of Trustees, he would like to inquire about the continued plan to have savings and spend as part of the budget process instead of mid-year or end of year to spend the savings. He also cautioned the group about limiting vacant positions to budget for the year, and not eliminated. *Vice President Harman* shared his experiences from other Universities and other strategy options.

### **4. Capital Projects Update – Vice President Harman**

*Vice President Harman* presented the Capital Projects Update PowerPoint.

*Richard Bailey* asked how much funds have been raised from the Foundation. *Erin Foley* replied that the foundation has fundraised \$250K with a commitment of \$850K and the understanding of a loan to Athletics to pay back with general fund or additional lottery funds.

### **5. COVID-19 Funds Process – Vice President Harman**

*Vice President Harman* presented the draft communication, form and spreadsheet for the COVID-19 Workgroup and funds process.

### **6. New Business – Chair Bailey**

**Meeting adjourned – Chair Bailey**

*Chair Bailey* adjourned the meeting at 5:00 pm.