

POSITION	TERM	NAME	DEPARTMENT/DIVISION
Chair	2021-24	Don DaSaro	Business Management
Provost and Vice President	2022-23	Joanna Mott	Academic Affairs
Vice President	2022-23	John Harman	Finance and Administration
Vice President	2022-23	Erin Foley	Student Affairs
Vice Provost	2022-23	Abdy Afjeh	Research and Academic Affairs
Administrative Council Representative	2022-23	Becky Burkeen	Alumni Relations
AVP of Finance & Controller	2021-24	Alicia Dillon	Financial Operations
Senate Executive Representative	2022-23	Yuehai Yang	Faculty Senate
Administrative Staff Representative 1	2022-23	Ken Fincher	University Advancement
Administrative Staff Representative 2	2020-23	Ken Sartain	Academic Affairs
Administrative Staff Representative 3	2021-24	Mandi Clark	Housing and Residence Life
Faculty 1	2022-25	Rose McClure	Natural Sciences
Faculty 2	2022-25	Mark Neupert	Humanities & Social Science
Faculty 3	2022-25	David Hammond	Applied Mathematics
Faculty 4	2021-24	Dibyajyoti Deb	Applied Mathematics
Klamath Falls ASOIT Representative	2022-23	Diana Escamilla	ASOIT
Portland-Metro ASOIT President	2022-23	Billy Kimmel	ASOIT
Executive Assistant	2022-23	Celia Green	Finance and Administration

Minutes

Meeting called to order – *Chair DaSaro* called the meeting to order at 2:00 pm. Carleen Drago attended on behalf of Becky Burkeen. All other members were in attendance. Thom Darrah and Sasha Rabich also attended.

1. **Introductions**- Chair DaSaro invited everyone to introduce themselves.
2. **Review FOAC Charter** – Chair DaSaro asked everyone to read the Committee Charter as provided in the packet. Yuehai Yang asked if there is a way to track how much money Dr. Nagi raises for the institution. Vice President Harman explained that Dr. Nagi is always active in exploring additional funding whether it be through the Higher Education Coordinating Commissions, legislature or through building additional partnerships with industry. Funds raised are linked to an initiative or program rather than the person(s) who pursued the initiative or actively performed the fundraising. The Foundation is the primary fundraising arm for external funds, said VP Harman. Fundraising efforts were explained by Dr. Fincher. Some donations come in months or years after the fact.
3. **Review Minutes from May 2022 Meeting** – Dr. Foley motioned to approve the minutes and ASOIT President Sasha Rabich seconded the motion.
4. **FYE 2021-22 Management Report** – Vice President Harman presented the FYE 2021-22 management report. Mark Neupert asked for clarification regarding the \$2.5 million budgeted for salary savings. Vice President Harman stated that this practice was approved by the Board a few years prior to his arrival in March of 2021. Dr. Mott explained that much of this \$2.5 million is based on faculty hiring. Since new faculty are not hired until the fall term, there is always unspent funding after a faculty member terminates their employment, depending on the recruiting cycle for the academic year. Yuehai Yang asked for clarification on which employees are considered administrative staff. This group

is made up of OT employees who are not represented by a union. Yuehai Yang asked if there is a statewide listing of salaries for all of Oregon's universities. Vice President Harman referred him to the library for OT's salary information. It is not known if there is a comprehensive statewide listing for all Oregon Universities. Mark Neupert asked for clarification on the fund balance. Vice President Harman explained that Board Policy indicates an optional range of between 5 and 15% of annual operating revenue. We are at around 23% as of the end of FY 2021-22. We need those funds for matching on capital projects and the front funding on construction costs and capital improvement and renewal. We are required to spend from our funds first and then bill the state (HECC) for reimbursement. This reimbursement process can be slow, so we must maintain sufficient working capital. The Board has established 5% as a minimum and 33% as a maximum in Policy. If we go over that, then the Board will ask for a spending plan.

5. **FYE 2021-22 Investment Update-** Vice President Harman reviewed OT's current investments. Investment earnings have declined along with the broader market. While the PUF and the quasi-endowment both had negative returns for the FYE 2021-22, both outperformed their respective benchmarks in what was a difficult year. VP Harman suggested the university might want to consider reducing the amount of the mandatory annual distribution from the quasi-endowment because in a "down" market it is eroding the principal. This would require a Board action but could be considered at the January or April Board meeting. Chair DaSaro said that discussing this in a future meeting would be a good idea.
6. **FYE State Appropriations-** Vice President Harman reviewed OT's history of state appropriations and the basics of state higher education funding. The total received from the state has leveled off during the past three years since the revision of the Student Success and Completion Model formula revision. Clarification was asked about the one-time special item funding of \$5.5 million received in FY 2021-22 for applied computing & rural health initiatives. Vice President Harman explained that OT is being thoughtful in planning how to spend the funds as they most likely will not be renewed. Dr. Mott is working on a plan which she said includes funding for the ABA Clinic once they find a space, a camera, adjunct salaries, and a variety of other expenses. Actual needs related to these initiatives are still being identified.
7. **FY 2022-23 YTD Aug-** Vice President Harman briefly reviewed the financials for the first two months of the FY 2022-23.
8. **Discussion Items-**
 - a. VP Harman indicated that the Facilities Master Plan project is about to get underway. Soderstrom Architects was selected by the RFP review committee. The Facilities Planning Commission along with some additional faculty, staff and students will work with Soderstrom throughout the project to facilitate, provide support and feedback.
 - b. VP Harman briefed the Council on the status of the campus geothermal infrastructure and the need for funding for emergent repairs.
 - c. VP Harman provided an update on the DPT program research space at Sky Lakes Medical Center.
 - d. VP Harman provided information on the extensive unexpected repair to the College Union. A loan from the general fund with required repayment will be made to Auxiliary to help fund the repairs because their reserves are insufficient.
9. **Capital Projects Update-** Thom Darrah reviewed the recently completed capital projects as well as the current and future projects.

Meeting adjourned – Chair DaSaro 3:07 pm.