

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	Carleen Drago	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 Representative	2022-23	Nawaf AlWahaibi	ASOIT
Executive Assistant	2022-23	Celia Green	Finance and Administration

Attendance: Don DaSaro, Joanna Mott, John Harman, Erin Foley, Abdy Afjeh, Carleen Drago, Alicia Dillon, Yuehai Yang, Ken Fincher, Ken Sartain, Mandi Clark, Rose McClure, Mark Neupert, David Hammond, Dibyajyoti Deb, Anna Clark

Minutes

Meeting call to order- Chair DaSaro called the meeting to order at 4:00pm.

1. Review Minutes from April 5, 2023, Meeting- Chair DaSaro asked if there were any changes needed to the April minutes. VP Harman moved to approve the minutes; Dr. Neupert seconded the motion.
2. April Financial Report- Vice President Harman reviewed the Financial Report through April.
 - a. Dr. Deb clarified that we would not need to use the full \$3M of COVID funds designated from last year. VP Harman said the funds are committed but have not been moved over yet. We may not need to move the full amount.
 - b. Dr. Neupert asked if \$1.4M was to pay for salaries in Athletics. Anna Clark explained that the \$1.4M includes salaries and general support of Athletics including travel costs. It does not include scholarships.
 - c. Dr. Neupert asked for the best guess of the ending fund balance. VP Harman estimated \$17M.
3. 3rd Quarter Investment Report- Vice President Harman reviewed OT's current investments.
4. Budget Review- VP Harman reviewed the proposed FY23/24 budget.
 - a. Dr. Deb asked if the OPE includes funding for both faculty and staff. VP Harman verified that yes, both are included.
 - b. Dr. Neupert commented on the S&S going up around 4%. He asked if this is because employees are traveling more this year. VP Harman said that travel is one factor in the S&S category. S&S is typically between 22 -29% of the budget. S&S is still underspent to date this fiscal year. Anna Clark added that currently, S&S is around \$2M higher compared to this time last year. Operations are slowly getting back

- to normal, so spending has increased. VP Harman added that OT did purchase equipment, and work was done on the salary survey and Facilities Master Plan.
- c. Dr. Neupert asked how much healthcare costs went up this year. Anna Clark stated that healthcare costs did not go up this year for the first time in several years.
 - d. Dr. Neupert asked how OT is at 8% inflation if healthcare did not increase. VP Harman explained that the 8% is a blended number for all Oregon universities. OT's is around 5% overall. That includes increases to services as well as estimated increases, salaries, and increased costs in filling positions.
 - e. Dr. Neupert asked why Dr. Nagi recommended a 4.9% tuition increase instead of the 5% which was recommended by the Tuition Recommendation Committee. VP Harman replied that it was adjusted to meet HECC requirements.
 - f. Dr. Yang asked if there had been any discussions as to which types of positions would be put on hold first. VP Harman explained that OT is not holding off on hiring any type of position at this time. We are able to hire open positions that are already included in the budget. Specific Deans, departments, and divisions may choose to prioritize within their area depending on specific needs. From an administrative perspective, OT is not limiting hiring of open positions.
 - g. Professor Deb stated that he did not see a place in the strategic investments that included the Dean of ETM. VP Harman explained that it is not considered strategic as it is already an existing and funded position.

5. FY 2023-24 Budget Presentations by Division Leaders

- a. John Harman- Office of Finance & Administration; Facilities
 - i. Realignment of REMS to F&A is the biggest contributor to the budget increase. Vacant positions within the various divisions were discussed.
- b. Dr. Joanna Mott- Office of Provost & Academic Affairs
 - i. No positions have been cut due to the budget reduction of \$500,000. The equipment budget was reduced. The professional development money which is specified in the CBA will be available for use. SEM is running over budget, which Dr. Nagi has been made aware. There are several initiatives which are in place to increase enrollment. No new positions will be added.
 - ii. Dr. Neupert asked if the new VP of SEM would be reporting to Dr. Mott. Dr. Mott said yes, that reporting structure makes the most sense. Dr. Neupert also asked how the lack of a VP/AVP of SEM has impacted enrollment. Dr. Mott said that there have not been as many new initiatives to entice students. Dr. Neupert asked if there is a metric of success for the assistant director and new AVP. Dr. Mott replied that she does not have a specific number. To begin with, it will be to increase and stabilize enrollment.
- c. Dr. Erin Foley- Office of Student Affairs
 - i. Director of Career Services position is being reinstated. Several vacant positions were discussed.
- d. Dr. Ken Fincher- Office of Advancement
 - i. 4 positions were requested for strategic investment, but all were denied. S&S budget was reduced to meet the required budget cuts.
- e. University Summary Budget
 - i. Professor Beaudry inquired about the bond funds being used to build the new residence hall. VP Harman said that we are being charged a lower interest rate than anticipated so our loan will be for around \$200k less per year. COVID dollars that went towards lost revenue will be able to help with the initial payment. Professor Neupert asked if the building could be made larger since the interest rate is lower. VP Harman explained that with the requirements set by the previous Board Chair, there is not much wiggle room on what can be built. VP Foley added that as much as she would like a larger building, it does not make sense to repurpose any savings back into debt service.
 - ii. Dr. Neupert asked if there were any impacts to the President's line on the budget. VP Harman said nothing really changed in that budget. Additional funds were provided for specific use for government relations. Our new AVP needs additional budget as part of her lobbying efforts.

She has thus far been very successful lobbying for OT. Anna Clark added that HR moved from the President's budget to F&A which accounts for the decrease.

- iii. Dr. Neupert inquired about the reason for OMIC being on the budget. Anna Clark explained it is their indirects from their grants. They bring in revenue and there are expenses against it. Michelle Meyer added that they receive income from their indirects. Dr. Neupert asked if this is more of a passthrough for their indirects. Anna Clark agreed. VP Harman added that OMIC has very little overhead as most of their building costs were paid by bonds.
- iv. Professor Hammond asked why the tuition increase would only be 5% with the enrollment decline. VP Harman explained that we made the assumption that enrollment would be flat when setting the tuition last year. Using this year's enrollment numbers, we made the same assumption and built the tuition increase, cuts, and ask for reserve funds to cover the shortfall.
- v. Carleen Dragoo wanted to note that Kimberly Koops is doing a great job. Having someone who has a background at the state and federal level was a great hire. She also asked if we could find a better meeting time when the meeting will not go past 5:00pm and possibly be longer. VP Harman said we will take that into consideration for next year. Many committee members agreed that having more time to talk about ideas would be appreciated.
- vi. Dr. Neupert asked if an archive could be built for past committee meetings. This currently exists on the OIT website.
- vii. VP Harman expressed his gratitude to Dr. Foley for her participation in FOAC as well as campus in general for her years of service and dedication to OT.

Meeting adjournment- Chair DaSaro adjourned the meeting at 5:31pm.