

## MINUTES

### Committee Trustees Present:

Jeremy Brown, Chair	Kelley Minty Morris
Bill Goloski	Dan Peterson

### University Staff and Faculty Present:

Lita Colligan, AVP Strategic Partnerships  
Laura McKinney, VP Wilsonville  
Hallie Neupert, Interim Dean of the College of EMT  
Di Saunders, AVP Communications and Public Affairs  
Farooq Sultan, Institutional Research Analyst  
Carl Thomas, Director of Admissions  
Erika Veth, Distance Education Director

### 1. Call to Order/Roll/Declaration of a Quorum

**Chair Brown** called the meeting to order at 8:30am. AVP Saunders called roll and a quorum was declared.

### 2. Consent Agenda

#### 2.1 Approve Minutes of February 22, 2016 Meeting

**Trustee Minty Morris** moved to approve the consent agenda. **Trustee Peterson** seconded the motion. With all Trustees present voting aye, the motion passed unanimously.

### 3. Action Items – none

### 4. Discussion Items

#### 4.1 Enrollment Management Presentation

**Chair Brown** stated student success is one of this committee's goals and enrollment management is a big part of that; today the committee will hear about recruitment, and retention will be discussed at a future meeting. **Director Thomas** stated recruitment is done by faculty, staff, and alumni with Admissions taking the lead and other university departments assisting. Recruiting happens both in and out of state and with graduate and international students; however, the infrastructure needs improvement for international students. One current focus is to reach under-represented students. There is not a clear plan on how to reach under-served or some other audiences.

**Analyst Sultan** walked through a PowerPoint presentation addressing the data associated with retention including freshman and transfer numbers. Discussion regarding application numbers and reasons for increases/decreases, dual enrollment students, success rates, admitted/enrolled numbers; applied, admitted, enrolled students; yield rate; and residency.

**Director Thomas** addressed where students who do not enroll with Oregon Tech often attend; student demographics; reasons for admission denial; capped programs; under-enrolled programs; online course offerings; retaining students who do not get into their major; the need to advertise new majors and explain the jobs available to students with those degrees; need to ensure students we admit are successful; low default rate; creating a recruitment funnel, identifying target recruitment figures; and the need to retain staff.

**Trustee Brown asked to look at: students who enroll late and what their history is in terms of retention, etc.; success rate by dual credit students versus others; and under-enrolled programs that might benefit from offering courses on-line.**

#### 4.2 Oregon Manufacturing Innovation Center (OMIC) Presentation

**VP McKinney** spoke about the structure of the Center, the global model, and how Oregon Tech can engage. The goals for OMIC participation include: expand business engagement; add new revenue sources; build a world-class manufacturing degree program; relieve space issues in Wilsonville for labs, etc.; complement our existing expertise in areas of interest to industry and expand our campus partners. This is a group effort by government, industry, academia, and philanthropy. Key goal is to accelerate technology transition. Industry cannot spare faculty, floor space or employee time to do this themselves. Now looking to cost share with other industries and take advantage of academic research capabilities.

She explained how the Klamath Falls campus might be involved with this project: faculty could come up for the summer or stage some research in Scappoose and some in Klamath; remote delivery simulcast will be purchased so Klamath Falls faculty could deliver courses to Scappoose or students there could take Klamath Falls classes remotely. The project could expand the availability of courses and increase revenue. **Trustee Peterson** requested staff to consider how potential investments might influence the university overall and to message more about the benefits to KF. **Trustee Brown requested to see a business model that shows projections of costs and returns.**

**VP McKinney** stated the building could be sold if the project does not work; it is proposed that PSU/OSU will cover all operating costs; and the costs are well managed and predictable. There are market pipelines for students; co-locating opportunities for labs and equipment with PCC and others; a \$100k grant to buy equipment.

#### 4.3 Accreditation Report Update

**Dean Maupin** gave an overview of the accreditation process which occurs every seven years. The accreditation team of eight peer evaluators visited the Klamath campus in April. The Findings stated the university: needed an agreement with the Foundation that defines

the relationship; needs a policy for credit for prior learning assessment that meets the criteria of Standard 2.C.7 (Oregon Tech policy and standard used to be that the university couldn't provide more than 25% of degrees in credit for prior learning, but we do go beyond 25%). **Trustee Brown encouraged staff to development some messaging addressing the non-compliance with the credit for prior learning model.**

Recommendations from the Accreditation Report include: 1. use planning and assessment effectively to guide the Core Themes (there is not a team designated to this); 2. review assessment processes to ensure they appraise authentic achievements, and 3. engage in regular evidence based assessments of accomplishments. Discussion regarding the need for one office to handle accreditation for the university; potential to combine it with the Office of Institutional Effectiveness. **Trustee Brown requested Accreditation be placed on the agenda next year to make sure that we are meeting the requirements of the findings and recommendations.**

#### 4.4 Faculty Compensation Study Update including Adjunct Pay

**Interim Dean Neupert** stated there is a faculty compensation committee charged by Faculty Senate to develop a policy to support the function of the compensation committee, to address issues and allocations; develop policy on current salary compensation; and relook at the comparator list. Provost Burda agreed with the committee to hire an outside consultant, MGT. Currently MGT has a work plan developed including deliverables; comparables and peer compensation; a revised comparator list; and a second survey of faculty mood will be conducted later this summer. Comparators were developed which had to be part of IPEDs and CUPA to obtain standardized data. The cost of living will be considered at the various campuses. Next steps: develop a model and continue to collect data. A draft report will be presented at convocation. The report will also look at adjunct and overload pay.

#### 5. Other Business/New Business - none

#### 6. Adjournment

**Trustee Goloski moved to adjourn the meeting. Trustee Minty Morris seconded the motion. With all Trustees present voting aye the motion passed unanimously. Meeting adjourned at 11:30am.**

Respectfully submitted,



Sandra Fox,  
Board Secretary