



OFFICE OF THE BOARD OF TRUSTEES

## Public Meeting Notice

October 9, 2015

TO: Southern Oregon University Board of Trustees, Executive and Audit Committee

FROM: Sabrina Prud'homme, University Board Secretary

RE: Notice of Regular Meeting of the Executive and Audit Committee

The Executive and Audit Committee of the Southern Oregon University (SOU) Board of Trustees will hold a regular meeting on the date and at the location set forth below.

The topics of the meeting will include an update on the selection of an outside auditor for SOU and a discussion of consultations with campus constituents and of survey results regarding a possible extension of the SOU president's contract.

The meeting will occur as follows:

Friday, October 16, 2015  
10:30 am to 11:30 am (or until business is concluded)  
Hannon Library, DeBoer Boardroom, 3<sup>rd</sup> Floor, Room #303

The Hannon Library is located at 1290 Ashland Street, on the campus of Southern Oregon University. **If special accommodations are required, please contact Kathy Park at (541) 552-8055 at least 72 hours in advance.**



**Board of Trustees  
Executive and Audit Committee Meeting  
October 16, 2015**

# Call to Order and Preliminary Business



**Board of Trustees  
Executive and Audit Committee Meeting**

**Friday, October 16, 2015  
10:30 a.m. – 11:30 a.m. (or until business concludes)  
DeBoer Room, Hannon Library**

**AGENDA**

Persons wishing to participate during the public comment period shall sign up at the meeting. Please note: times are approximate and items may be taken out of order.

- |           |          |   |  |
|-----------|----------|---|--|
|           | <b>1</b> | <b>Call to Order and Preliminary Business</b>   | Chair Thorndike  |
|           | 1.1      | Welcome and opening remarks   |  |
|           | 1.2      | Agenda review   |  |
|           | 1.3      | Roll call   | Sabrina Prud'homme,<br>SOU, Board Secretary  |
|           | 1.4      | Consent agenda: Approval of July 28, 2015 meeting minutes (Action)  | Chair Thorndike  |
|           | <b>2</b> | <b>Public Comment</b>   |  |
| ~ 10 min. | <b>3</b> | <b>Update on Selection of Outside Auditor for SOU</b>   | Chair Thorndike and<br>Craig Morris, SOU, Vice<br>President of Finance and<br>Administration |
| ~ 35 min. | <b>4</b> | <b>Discussion of Consultations with Campus Constituents and Survey Results Regarding Possible Extension of President's Contract</b> | Chair Thorndike  |
|           | <b>5</b> | <b>Adjourn</b>  | Chair Thorndike  |



**Board of Trustees  
Executive and Audit Committee Special Meeting**

**Tuesday, July 28, 2015  
10:00 a.m. – 11:00 a.m. (or until business concludes)**

**MINUTES**

Board and committee chair, Bill Thorndike called the meeting to order at 10:01 am. He welcomed those in attendance and noted that the purpose of the meeting was to review President Saigo's evaluation by the OUS chancellor for the year ending June 30, 2015.

The following committee members were present and a quorum was established: Bill Thorndike, Lyn Hennion, Paul Nicholson, Teresa Sayre, April Sevcik, and Judy Shih

The following trustees also were present: Les AuCoin (by phone), Roy Saigo (ex-officio), Joanna Steinman, Dennis Slattery and Steve Vincent.

Others in attendance included: university board secretary, Sabrina Prud'homme; general counsel, Jason Catz; and executive assistant to the board secretary and general counsel, Kathy Park.

**Public Comment**

There was no public comment made.

**Consent Agenda**

The minutes from the committee's June 26, 2015 meeting were amended to correct the spelling of Trustee Sevcik's name. Pending the change, the chair called for a motion to approve the minutes. The motion was moved by Trustee Sevcik, seconded by Trustee Nicholson, and passed unanimously.

Before the executive session, President Saigo addressed the committee, noting that it has been a pleasure for him to be at SOU for the past year. He informed the committee that he provided them with: a thorough evaluation document where the group could find the criteria that Oregon University System hired him to fulfill along with related metrics; acting OUS Chancellor Dyck's evaluation; and his own self-evaluation. President Saigo further noted that SOU will be in retrenchment until 2018 but that so far, the turnaround has been dramatic.

He added that the university expects an increase in budget. Noting that this was a tremendous amount of turnaround, he cautioned that it is early still, at approximately 8-weeks before the start of the fall quarter, but that SOU is currently up in applications, admits, confirmed and enrolled students. He hopes that trend continues into September.

President Saigo further expressed that it has been a privilege to work with the board to meet or exceed the metrics. At the conclusion of his remarks, the president exited.

## **Executive Session**

Chair Thorndike announced that the committee was meeting in executive session pursuant to ORS 192.660(2)(f) to discuss records that are exempt by law from public inspection. Pursuant to ORS.193.660(4), representatives of the news media are allowed to attend, but the committee requires that the discussions and any reports received in the executive session be undisclosed; No members of the media were present. Pursuant to ORS 192.660(6), no final action will be taken or final decision made in the executive session.

With the exception of President Saigo, all trustees in attendance remained in the meeting. The following individuals also remained in the executive session: Sabrina Prud'homme; Jason Catz; and Kathy Park.

After the trustee's discussion, the meeting resumed in open session.

## **Return to Open Session and Adjournment**

Before adjourning, the chair announced that he would call a special meeting of the full board to consider decision points going forward in the short term.

Regarding the schedule of this standing committee, which has been meeting on an ad hoc basis, chair Thorndike surveyed the group regarding a desired regular meeting schedule. The committee agreed that a quarterly one-hour meeting, directly preceding full board meetings and more frequently when needed, would be most desirable.

Ms. Prud'homme introduced the trustees to Ms. Park, who officially joined the university as executive assistant to the university secretary and general counsel, on July 22, 2015. Ms. Park shared information regarding her background. The trustees welcomed her to the university.

Chair Thornike adjourned the meeting at 10:57 a.m.

# Public Comment

# Update on Selection of Auditor for SOU



**Discussion of Survey Results and  
Consultations with Campus Constituencies  
Regarding Possible Extension of  
President's Contract**

**Adjourn**