



OFFICE OF THE BOARD OF TRUSTEES

## Public Meeting Notice

December 15, 2015

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

FROM: Sabrina Prud'homme, University Board Secretary

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

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

The topics of the meeting will include a faculty negotiations update, to be held in executive session pursuant to ORS 192.660 (2)(d). The discussion and selection of an external auditor for SOU, and the discussion and selection of an executive search firm for SOU's Presidential Search will follow, both to be held in executive session pursuant to ORS 192.660(2)(f). No final actions will be taken in executive session.

The meeting will occur as follows:

Friday, December 18, 2015

1:30 pm to 2:30 pm (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**

**Friday, December 18, 2015  
1:30 p.m. – 2:30 p.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 October 16, 2015 Meeting Minutes (Action)   | Chair Thorndike  |
|           | <b>2</b> | <b>Public Comment</b>   |  |
| ~ 20 min. | <b>3</b> | <b>Faculty Negotiations Update [Executive Session Pursuant to ORS 192.660 (2)(d)]</b>   | Brian Caufield, USSE,<br>Director of Labor Relationships |
| ~ 15 min. | <b>4</b> | <b>Discussion and Selection of External Auditor for SOU [Executive Session Pursuant to ORS 192.660 (2)(f)] (Action*)</b>                          | Chair Thorndike  |
| ~ 15 min  | <b>5</b> | <b>Discussion and Selection of Executive Search Firm for SOU Presidential Search [Executive Session Pursuant to ORS 192.660 (2)(f)] (Action*)</b> | Chair Thorndike;<br>Trustee Hennion                      |
|           | <b>6</b> | <b>Adjourn</b>  | Chair Thorndike  |

\* No final actions will be taken in executive session

**DRAFT**



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

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

**MINUTES**

**Call to Order and Preliminary Business**

Chair Bill Thorndike called the meeting to order at 10:33 am.

**Roll Call**

The following committee members were present: Chair, Bill Thorndike; Lyn Hennion; Paul Nicholson; Teresa Sayre; April Sevcik; and Judy Shih.

Trustee Les AuCoin participated by videoconference.

Others in Attendance included: Liz Shelby, Chief of Staff and Director of Government Relations; Craig Morris, Vice President for Finance and Administration; Jason Catz, General Counsel; Ryan Brown, Head of Community and Media Relations; John Stevenson, IT User Support Manager; Don Hill, Classroom and Media Services Manager; Kathy Park, Executive Assistant; Vicki Purslow, APSOU; Emily Pfeiffer, ASSOU; Larry Shrewsbury, SOU Faculty Senate; Laurie Kurutz, SOU Faculty Senate; David Coburn, OSA; Mary Russell-Miller, APSOU; Carol Ferguson, APSOU; Lance Gallo, The Siskiyou; Dave Carter, APSOU; Torii Ueyehara, ASSOU; Elizabeth Whitman, SOU Faculty Senate; and Dennis Jablonski, SOU.

**Consent Agenda**

Trustee Hennion moved to approve the July 28, 2015 minutes, pending a small punctuation edit. Trustee Sayre seconded the motion and it was approved unanimously.

**Public Comment**

On behalf of SOU's Faculty Senate, Larry Shrewsbury read a letter addressed to the Board regarding the group's concern about a possible extension of SOU's interim president's contract. Noting the long-term need for strategic planning, the group recommended honoring the president's current contract and beginning the search now for a permanent president.

**Update on Selection of Outside Auditor for SOU**

Chair Thorndike advised the committee the outside auditor's services would be for the 2015-2016 academic year. Craig Morris, unable to offer the committee too many specifics

since the RFP process is not yet complete, noted there were two responses: Moss Adams and CliftonLarsonAllen. The RFP review committee, which included Trustees Nicholson and Shih, rated the responses and recommended inviting both firms to campus for interviews.

Mr. Morris described staff involvement during interviews with the candidates, saying the interviews are open to the campus community. The review committee members normally ask questions but other attendees have been permitted to submit questions for the committee's consideration in the past. The staff members who will work with the auditors are encouraged to participate in the interviews. Trustee Nicholson stressed the importance of obtaining input from these individuals because of the vital nature of their working relationship. Mr. Morris will create a means for those individuals to provide feedback.

Mr. Morris noted a significant difference between the price quotes of the two respondents. He assumes the difference is attributed to the amount of work each firm expects SOU employees to do in preparation for the audit, which will be clarified during the interview process.

Trustee Nicholson moved to invite Moss Adams and CliftonLarsonAllen to campus for interviews with the RFP review committee and such other staff as Mr. Morris deems appropriate. Trustee Shih seconded the motion and it passed unanimously.

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

Chair Thorndike gave an update on 1) the recent consultations and 2) administration of a campus-wide survey regarding a possible extension of the interim president's contract. The State's process specifically includes faculty and students; however, the board added staff into its consultation process.

Chair Thorndike had great personal conversations with members of the president's cabinet. ASSOU, University Planning Board and Faculty Senate, representing the three constituent groups, identified individuals with whom Chair Thorndike and Vice Chair Sevcik could consult. The conversations gave the trustees the opportunity to understand the constituents' perspectives as well as passion and support for the institution. The key take away was that constituents want to proceed rapidly with the selection of the next president who will grapple with the strategic decisions that need to be made in order for SOU to become a sustainable university going forward and to focus on the accreditation process.

Trustee Sevcik thanked everyone who participated in the consultation meetings. She said the participants provided candid comments, were very respectful and exhibited "a love for SOU that we all share." She and Chair Thorndike needed and appreciated the input. She further noted, the time was well spent and gave a voice to those who do not always have one.

# DRAFT

Trustee Shih asked if they provided feedback to President Saigo. Chair Thorndike said he and Trustee Sevcik had a conversation with President Saigo earlier in the week. When President Saigo makes his presidential remarks at the Board meeting immediately following this committee meeting, they are assuming they might have more perspective on his position.

Trustees Sayre and Nicholson expressed gratitude for the time taken to thoroughly examine the issues and conduct outreach to the constituents. Trustee Nicholson followed with a question about when they needed to start thinking about starting the search. He was concerned about what would happen in terms of SOU's relationship with President Saigo if they were not successful in naming a new president by June 2016. Chair Thorndike said that issue has been discussed with President Saigo and trustees would discuss it in the full Board meeting.

Noting all the outreach efforts and incoming data, Trustee Shih asked who makes the final decision on whether to extend the interim president's contract. Chair Thorndike replied that the Board would make the decision in a full Board meeting, prefaced on earlier discussions with President Saigo on his willingness to extend his contract, on what terms, and where we may be going from here.

## **Adjournment**

Chair Thorndike adjourned the meeting at 10:57 am.