

**Board of Trustees of Southern Oregon University  
Board of Trustees Meeting  
Friday, October 19, 2018**

**MINUTES**

**Call to Order/Roll/Declaration of a Quorum**

Board Members:

Lyn Hennion	Present	Deborah Rosenberg	Present
Les AuCoin	Present	Daniel Santos	Absent
Jonathon Bullock	Present	Linda Schott (ex officio)	Present
Sheila Clough	Absent	Barry Thalden	Present
Shaun Franks	Present	Bill Thorndike	Absent
Megan Davis Lightman	Absent	Steve Vincent	Present
Paul Nicholson	Absent	janelle wilson	Absent
Shanztyn Nihipali	Present		

Chair Hennion called the meeting to order at 12:01 p.m. in the DeBoer Room of the Hannon Library. The Board Secretary recorded the roll and a quorum was verified.

Attendees observed a moment of silence to recognize the recent death of Dick Moore, a retired SOU employee. Chair Hennion reviewed the agenda, noting the Board would take certain items out of order.

Trustee Recognition

Chair Hennion and President Schott recognized former trustee Joanna Steinman for her service on the Board. Ms. Steinman was the inaugural non-faculty staff member appointed to the Board in 2014 and reappointed in 2016.

**Public Comment**

Kat Henderson and Allyson Quick, both from SOU's Oregon Student Public Interest Research Group, provided details on the organization and its work to save the bees and, in turn, food [sources]; discourage the building of a fossil fuels pipeline; and to decrease overall costs of higher education by introducing free and open textbooks.

**Reports**

President's Report

President Schott provided an update on the searches for the Vice President for Enrollment Management and Student Affairs and the Chief Diversity and Inclusivity Officer/Title IX Coordinator. She then introduced Dr. Chad Hamill, American Council on Education Fellow; he described the fellowship process and mentioned the Native American engagement plan he will develop while at SOU.

President Schott mentioned the discussion on town-gown relations that the Board had at its annual retreat. She said the rollout will start in Ashland and must be thoughtful and strategic. She will ask trustees for their assistance as needed.

Regarding financial considerations, President Schott said Strategic Direction V focuses on financial stability and institutional vitality. Key factors in revenue are state funding, tuition, and fees. SOU experienced a decline in undergraduate enrollment and an increase in graduate enrollment; additionally, over the last five years, enrollment has fluctuated. President Schott will engage the campus and community on the topic of enrollment with a summit on November 8. A summit on retention is planned next.

At Chair Hennion's request, President Schott noted some items for the Board's awareness: the governance roles of the independent governing boards and those of the HECC; the HECC's role in university evaluations; and state funding levels. She then mentioned the process the universities followed to calculate the cost of doing business over the next few years and how much the Public University Support Fund (PUSF) must increase in order to keep tuition rate increases below 5 percent (namely, \$130 million). Greg Perkinson reviewed the pro forma and described the budget process. President Schott said the university will explore cost-saving but needs time to implement more initiatives to enhance enrollment. She said the financial issues are intertwined with governance issues, which creates a challenging situation for the Board and for administrators. Trustee AuCoin stressed the importance of private fundraising.

#### Committee Reports

*Executive and Audit Committee* – Chair Hennion said the committee reviewed the president's self-evaluation, most of which was done in executive session.

*Academic and Student Affairs Committee* – Trustee Rosenberg said the meeting's highlights included meeting Dr. Hamill; the provost's report; discussing the approval process for new programs; and presentations about student success coordinators, the Education Advisory Board's Student Success Collaborative, affordable course materials, and the National Survey of Student Engagement.

*Finance and Administration Committee* – Trustee Vincent said the meeting included a review of the dashboard, the key takeaway being that cost control alternatives will be explored through the rest of the fiscal year because enrollment is trending down. The meeting also included an organizational update; public comment and an update on the installation of a cellular tower on campus; an update on the 11.7 percent ending fund balance for fiscal year 2017-18, which exceeded the projected 10.1 percent; and a \$193,000 increase in state funding due to higher graduation rates.

#### Student Leadership Report

Alexis Phillips mentioned the election to amend the student incidental fee, which was covered later in the meeting. She also reported that ASSOU: has hired a campus organizer for the Oregon Student Association; will hold a retreat to conduct various trainings for officers; may revise the student fee process to make it easier.

#### Faculty Senate Report

Andrew Gay said Faculty Senate has had two meetings. They are updating bylaws; discussing transforming general education, which members supported; reviewing the student evaluation process and how the information is used; and improving the system

for term-by-term faculty reviews. They will discuss new curriculum, including university studies and the digital cinema major.

### **Consent Agenda**

Trustee Rosenberg moved approval of the June 22, 2018 meeting minutes, as presented. Trustee Thalden seconded the motion and it passed unanimously.

### **Action Items**

#### Amendment to Student Incidental Fee for AY 2018-19

Alexis Phillips said ASSOU held an election to decide whether to eliminate the \$13 mandatory fee to help support the Schneider Children's Center, which has closed. An election was held in the spring but not enough students voted to meet the requirements of ASSOU's bylaws. However, ASSOU Judicial Branch certified the results from the election held from September 28 through October 10. There were 288 completed responses, which exceeds the required threshold, and 244 students voted in favor of removing the fee.

Mr. Perkinson added that the Housing staff is working with a couple of vendors interested in reopening the children's center. SOU would not operate it but would sign a lease with a vendor to run the center.

Trustee Vincent moved to approve the resolution to amend the student incidental fee, as included in the meeting materials. Trustee Rosenberg seconded the motion and it passed unanimously.

#### Adoption of 2018-20 Board Meeting Schedule

Chair Hennion said the proposed schedule continues to follow the current meeting schedule. Trustee AuCoin moved to approve the Board meeting schedule included in the meeting materials. Trustee Thalden seconded the motion and it passed unanimously.

### **Information and Discussion Items**

#### Part I: Athletics Overview

Matt Sayre and Hugues LeComte led a discussion about SOU's athletics and sport clubs. Athletics highlights included SOU's compliance with Title IX team requirements, 2009 Athletics Task Force recommendations, athletes' community service, fundraising, fostering an environment of excellence, and raising the regional profile. Mr. Sayre then discussed statistics specific to student-athletes, as included in the meeting materials.

Mr. LeComte provided highlights on the eleven sport clubs, which are student-led. Between 160 and 200 students will participate in the sport clubs, which can be competitive or non-competitive. Mr. LeComte stressed the focus on student development, including the training provided to team officers on Title IX, bystander intervention, sexual harassment prevention, financial management, first aid and safety. He also mentioned new developments, including safety officers and a council that will make decisions regarding issues arising in the clubs.

### Part I: Student Success and Completions Funding Model

Greg Perkinson provided an overview of the funding model, which is how Oregon funds its public universities. Mr. Perkinson then discussed the mission differentiation, activity-based and completion funding categories. Discussion ensued on the agency budget request.

### Enrollment, Retention, and Completions Update

Dr. Blaine Steensland explained that there has been one year with a decline in enrollment, which does not constitute a trend. Current and future initiatives should increase enrollment in future years. He then highlighted information in the dashboard; the funnel report; and student credit hours, headcount and degree completions charts. Discussion ensued on various initiatives and strategies to increase enrollment.

### Board Policy Review Process and Schedule

Jason Catz said this would be a good time to review the Board's bylaws and policies and revise them as needed. A work group consisting of Chair Hennion, Vice Chair Nicholson, the General Counsel and the Board Secretary will start the process. Mr. Catz asked trustees to let him know of any concerns or issues they had with the bylaws and policies as well as ideas for new policies. The work group will bring recommended changes to the Executive and Audit Committee and the Board.

### Development Update

Janet Fratella said approximately \$3 million was raised in fiscal year 2018, against the goal of \$3.2 million. She then discussed program support the SOU Foundation provides the university and the annual endowment spending distribution. Ms. Fratella mentioned personnel changes in her office and the SOU Foundation.

Ms. Fratella said the fundraising goal for fiscal year 2019 is \$3.2 million and mentioned several new major gifts received toward that goal. Again this year, a donor has offered a fund match up to \$50,000 against a challenge of \$100,000. OLLI has raised over 50 percent of its fundraising goal for the Campbell Center renovation. The American Association of University Women also has issued a bequest challenge that could result in raising over \$1 million.

### Presidential Evaluation – Executive Session [Pursuant to ORS 192.660 (2)(f) and (i)]

For the record, Chair Hennion stated that, pursuant to ORS 192.660 (2)(f) and (i), the Board would enter into executive session to review and evaluate the employment-related performance of the chief executive officer, who does not request an open hearing, and to consider information or records that are exempt by law from public inspection. She said that, pursuant to ORS 192.660 (4), representatives of the news media shall be allowed to attend this executive session. All other members of the audience, except designated staff, were asked to leave the room. There were no members of the media present. However, representatives of the news media were specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced.

Further, Chair Hennion said that, pursuant to ORS 192.660 (6), no final action would be taken or final decision made in the executive session. At the end of the executive session, the Board would return to open session and welcome members of the public back into the room. The Board Secretary and the General Counsel were permitted to remain for the executive session; President Schott was permitted to remain for a portion of the executive session.

Upon completion of the discussion, Chair Hennion reconvened the public session and invited members of the public back into the room.

#### University President's 2018-19 Goals

President Schott discussed her proposed goals, which are designed to advance the strategic plan. Trustee Vincent moved to accept the President's 2018-19 goals, as included in the meeting materials. Trustee AuCoin seconded the motion and it passed unanimously.

#### **Adjournment**

Chair Hennion adjourned the meeting at 4:58 p.m.

Date: January 18, 2019

Respectfully submitted by,

A handwritten signature in cursive script, reading "Sabrina Prud'homme", written in black ink. The signature is fluid and includes a long horizontal flourish at the end.

Sabrina Prud'homme  
University Board Secretary