



OFFICE OF THE BOARD OF TRUSTEES

Public Meeting Notice

October 10, 2024

TO: Southern Oregon University Board of Trustees, Finance and Administration Committee

FROM: Sabrina Prud'homme, University Board Secretary

RE: Notice of Regular Meeting of the Finance and Administration Committee

The Finance and Administration Committee of the Southern Oregon University Board of Trustees will hold a regular meeting on the date and time set forth below.

Action items for the meeting include a consent agenda consisting of minutes from the June 20, 2024 meeting of the committee; a financial dashboard, and a periodic management report. The committee also will act on the proposed budget for fiscal year (FY) 2025; the 2025-2026 committee meeting schedule; a delegation of authority for the university master plan; and a delegation of authority for the sale of real property. The committee will hold an executive session, pursuant to ORS 192.660 (2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions. No action will be taken in the executive session.

Information and discussion items include a vice president's report consisting of updates on the Higher Education Coordinating Commission and organizational changes. The committee also will discuss an FY 2024 year-end update, revenue expectations for FY 2025, expenses for FY 2025, the core information system replacement project, and an update on facilities and capital projects.

The meeting will occur as follows:

Thursday, October 17, 2024

5:00 p.m. to 7:00 p.m. (or until business concludes)

Visit governance.sou.edu for the meeting materials.

SOU Ashland Campus, Hannon Library, Meese Room

1290 Ashland Street, Ashland, OR 97520

To view the proceedings, visit <https://sou.zoom.us/j/82832302411> at the time of the meeting.

If accommodations for persons with disabilities are required, please contact Holly Frazier at (541) 552-8055 or email trustees@sou.edu. Accommodation requests should be made at least 48 hours in advance.

Public Comment

Members of the public who wish to provide public comments in person or remotely during the meeting are invited to sign up to speak or to submit their comments in writing at least 24 hours in advance of the meeting to the Board of Trustees email address: trustees@sou.edu. Public comments also may be delivered by hand or mailed to SOU Board of Trustees, 1250 Siskiyou Boulevard, Churchill Hall, Room 107, Ashland, OR 97520.



Board of Trustees
Finance and Administration Committee Meeting
October 17, 2024

**Board Statement on Board Committees
Board of Trustees of Southern Oregon University**

1.0 Standing Committees and Ad Hoc Committees

Subject to the requirements of applicable law, the Board may establish such Standing Committees and Ad Hoc Committees as it deems appropriate or necessary from time to time and shall define the duration, existence, duties, membership, and reporting requirements of such committees. The Standing Committees of the Board shall be the Executive, Audit, and Governance Committee; Finance and Administration Committee; and Academic and Student Affairs Committee. Standing Committees may consist only of Trustees, continue until terminated by the Board, and develop a charter for approval by the Board. The term of Ad Hoc Committees, if any, shall be one year or less. An Ad Hoc Committee shall include at least one Trustee, engage in information gathering and reporting only, and make any report or recommendation to the Chair of the Board or the Chair of a Standing Committee.

2.0 Executive, Audit, and Governance Committee

2.1 There shall be a six-member Executive, Audit, and Governance Committee (EAGC) of the Board of Trustees, which shall sit as the Executive Committee of the Board, the Audit Committee of the Board, and the Governance Committee of the Board. The Chair and Vice Chair of the Board and the chairs of the Finance and Administration Committee and Academic and Student Affairs Committee shall each be an ex officio voting member of the EAGC, and the Chair of the Board shall select the fifth and sixth voting members. The University President may not serve on the EAGC. The Chair of the Board shall be the chair of the committee. During the absence or incapacity of the Chair, the Vice Chair shall be the chair. During the absence or incapacity of the Chair and the Vice Chair, the chair of the Finance and Administration Committee shall be the chair.

2.2 When sitting as the Executive Committee, the EAGC shall represent and, except as prohibited by applicable law, may act for the Board on any matter, except for the hiring or removal of the President of the University. The committee should generally endeavor to refer matters to the Board, but it is expected that the committee will act for the Board when the committee determines it to be necessary or appropriate. The committee shall provide reports on its actions to the Board.

When sitting as the Executive Committee, the EAGC shall consider matters pertaining to the hiring, employment, and removal of the President of the University. Such matters, except for the hiring or removal of the President, may be

referred to the Board as seconded motions. The hiring or removal of the President shall be referred to the Board as a proposed motion.

2.3 When sitting as the Audit Committee, the EAGC may consider matters pertaining to audits, compliance and risk management. Matters that may be brought before the committee include, but are not limited to, the following examples:

- 2.3.1 Audits and Internal Controls-matters relating to external and internal auditors, audit plans and reports, and internal controls.
- 2.3.2 Compliance-matters relating to compliance with legal and regulatory requirements.
- 2.3.3 Risk Management-matters relating to risk management, insurance, and risk transfer devices.

2.4 All matters considered pursuant to section 2.5 by the EAGC sitting as the Audit Committee that require action by the Board may be referred to the Board as seconded motions unless authority to act on behalf of the Board has been delegated expressly to the EAGC. Subsequent to the transaction of any business under such express delegated authority, the committee shall provide a report on the business to the Board.

2.5 Any of the examples of matters brought before the EAGC sitting as the Audit Committee pursuant to section 2.5 may be directed to any other committee or the Board for consideration.

2.6 When sitting as the Governance Committee, the EAGC shall consider matters pertaining to governance of the Board such as structure, composition, engagement, and evaluation. The committee should generally endeavor to refer matters to the Board, but it is expected that the committee will act for the Board when the committee determines it to be necessary or appropriate. The committee shall provide reports on its actions to the Board.

3.0 Finance and Administration Committee

3.1 There shall be a Finance and Administration Committee (FAC). At any such time that the Board Chair determines is necessary to the orderly operation of the Board's business, the Board Chair shall appoint the chairperson and other members of the FAC. The Chair of the Board shall not be appointed to the FAC but may act as an alternate, including voting, in the event of the absence of any committee member at any regular, special or emergency meeting.

3.2 All matters considered by the FAC that require action by the Board may be referred, as appropriate, to the Board or the Executive Committee for action as seconded motions unless authority to act on behalf of the Board has been delegated

expressly to the FAC. Subsequent to the transaction of any business under express delegated authority, the FAC shall render a report on the business to the Board.

3.3 The FAC may consider matters pertaining to the financial, capital, and other assets of the University. Matters that may be brought before the committee include, but are not limited to, the following examples:

3.3.1 Budget-matters relating to the University's general financial conditions, operating and capital budgets, general and auxiliary enterprise funding, and requests for appropriation of state funds.

3.3.2 Investments and Finances-matters relating to the University's investments, finances, financial accounts, and debt finance.

3.3.3 Tuition and Fees-matters relating to tuition and mandatory fees.

3.3.4 Real Property-matters related to the acquisition, management, development, and disposal of real property.

3.3.5 Personal Property-matters related to the acquisition, management, development and disposal of personal property, tangible and intangible.

Any of the above enumerated examples of matters brought before the FAC may be directed to any other committee or the Board for consideration.

4.0 Academic and Student Affairs Committee

4.1 There shall be an Academic and Student Affairs Committee (ASAC). At any such time that the Board Chair determines is necessary to the orderly operation of the Board's business, the Board Chair shall appoint the chairperson and other members of the ASAC. The Chair of the Board shall not be appointed to the ASAC but may act as an alternate, including voting, in the event of the absence of any committee member at any regular, special or emergency meeting.

4.2 All matters considered by the ASAC that require action by the Board may be referred, as appropriate, to the Board or the Executive Committee for action as seconded motions unless authority to act on behalf of the Board has been delegated expressly to the ASAC. Subsequent to the transaction of any business under express delegated authority, the ASAC shall render a report on the business to the Board.

4.3 When considering matters pertaining to the approval of new curriculum and programs constituting a significant change in the university's academic programs which must also be approved by the Higher Education Coordinating Commission, the Board delegates authority to the ASAC to act on behalf of the board when the committee determines it to be necessary or appropriate.

4.4 The ASAC may consider matters pertaining to the teaching, research, and public service programs of the University and to its faculty, staff, and students.

Matters that may be brought before the committee include, but are not limited to, the following examples:

- 4.3.1 Faculty and Staff Affairs- matters relating to the faculty and the professional and classified staff, including their status and responsibilities, discipline and welfare.
- 4.3.2 Educational Policy-matters relating to educational policy, including admissions requirements, instruction, curriculum, degrees, research, educational technology, distance learning, public services activities, and the establishment and disestablishment of educational and research organizational units.
- 4.3.3 Student Welfare-matters relating to the general welfare of students, including housing and food services, health services and health insurance, safety, extracurricular activities, competitive athletic programs, student life sports programs, and policies governing student discipline and student organizations.

Any of the above enumerated examples of matters brought before the ASAC may be directed to any other committee or the Board for consideration.

5.0 Notice of Meetings of Standing and Ad Hoc Committees

Meetings of Standing and Ad Hoc Committees of the Board shall be held at such times and places as may be fixed by each committee or its chair. The Secretary shall cause the required notices of meetings of Committees to be sent to each member of the Board. The Secretary shall also cause the preparation of the minutes, any audio recording, audio and video recording, streaming audio, or streaming audio and video of the meeting. The Secretary shall cause the minutes and any recording or transmission to be maintained in accordance with applicable records retention requirements.

6.0 Quorums


A majority of the members of a Standing Committee shall be necessary to constitute a quorum, except as permitted by Article IV of the Bylaws. The faculty and non-faculty staff members of any committee may not participate in any discussions or action by the committee or attend any executive session of the committee involving collective bargaining issues that affect faculty or non-faculty staff at the University.

7.0 Information Gathering and Investigation

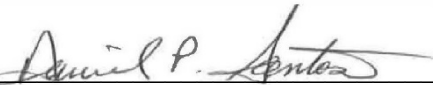
The Chair of the Board, or the Vice Chair during the Chair's absence or incapacity, may appoint one to three members of the Board and/or one or more other persons to a Working Group to gather information and provide it to the Board or a Board Committee. The Chair of a Standing Committee may appoint one to three members

of the Standing Committee and/or one or more other persons to a Working Group to gather information and provide it to the Standing Committee.

Approved on January 20, 2023



Sabrina Prud'homme
University Board Secretary



Daniel P. Santos
Chair, Board of Trustees

Revision	Change	Date
-	Initial Version	January 30, 2015
1	Section added to include “governance”	January 20, 2017
2	Finance and Administration Committee, Academic and Student Affairs Committee, and Information Gathering and Investigation sections updated; basic edits and corrections	January 18, 2019
3	Addition of “governance” to Executive, Audit, and Governance Committee; addition of “ad hoc” to section 5.; basic edits and corrections	January 20, 2023

Call to Order / Roll / Declaration of a Quorum



Board of Trustees
Finance and Administration Committee Meeting

Thursday, October 17, 2024
5 p.m. – 7 p.m. (or until business concludes)
Meese Room, Hannon Library, SOU Campus
Zoom: <https://sou.zoom.us/j/82832302411>

AGENDA

Persons wishing to provide live public comments in the meeting or in writing may sign up at trustees@sou.edu.
Please note: times are approximate and items may be taken out of order.

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|-----------|----------|--|---|
| 5:00 p.m. | 1 | Call to Order/Roll/Declaration of a Quorum | Chair Liz Shelby |
| | 1.1 | Welcome and Opening Remarks | |
| | 1.2 | Roll and Declaration of a Quorum | Sabrina Prud'homme, SOU,
Board Secretary |
| | 1.3 | Agenda Review | |
| 5:05 | 2 | Public Comment | |
| 5:15 | 3 | Consent Agenda | Chair Liz Shelby |
| | 3.1 | June 20, 2024, Minutes | |
| | 3.2 | Financial Dashboard | |
| | 3.3 | Periodic Management Report | |
| 5:20 | 4 | Vice President's Report | Dr. Peter Angstadt, Interim
Vice President for Finance
and Administration |
| | 4.1 | Higher Education Coordinating Commission
Update | |
| | 4.2 | Organizational Updates | |
| 5:30 | 5 | Action, Information and Discussion Items | |
| | 5.1 | Fiscal Year 2025 Budget (Action) | President Rick Bailey; Dr.
Peter Angstadt; Josh
Lovern, SOU, Director of
Budget and Planning |
| | 5.1.1 | Fiscal Year 2024 Year-End Update | |

5.1.2 Fiscal Year 2025 Revenue Expectations

5.1.3 Fiscal Year 2025 Expenses

6:00	5.2	Facilities and Capital Projects Update	Leon Crouch, SOU, Director of Facilities Management and Planning
6:10	5.3	Delegation of Authority for the University Master Plan (Action)	Dr. Peter Angstadt; Rob Patridge, SOU, General Counsel; Leon Crouch
6:30	5.4	Delegation of Authority for the Sale of Real Property (Action) [Executive Session Pursuant to ORS 192.660(2) (e)] <i>No action will be taken in executive session</i>	Dr. Peter Angstadt; Rob Patridge; Leon Crouch
6:50	5.5	Core Information System Replacement Project (CISR) Update	Hart Wilson, SOU, CISR Project Manager
	5.6	2025-2026 Committee Meeting Schedule (Action)	Chair Liz Shelby
6:55	5.7	Future Meetings	Chair Liz Shelby
7:00 p.m.	6	Adjournment	Chair Liz Shelby

Public Comment

Consent Agenda

**Southern Oregon University
Board of Trustees
Finance and Administration Committee Meeting
Thursday, June 20, 2024
Minutes**

Call to Order/Roll/Declaration of a Quorum

Committee Chair Shaun Franks called the meeting to order at 5:02 p.m. Board Secretary Sabrina Prud'homme called the roll and a quorum was verified.

Committee Members:

Sachta Card	Absent	Liz Shelby	Present
Sheila Clough	Present	Julissa Taitano	Present
Shaun Franks, Chair	Present	Bill Thorndike	Present
Christina Medina	Present		

Other trustees in attendance: President Rick Bailey and Trustee Hala Schepmann

Public Comment

No members of the public offered comments.

Consent Agenda (Action)

Trustee Thorndike moved to approve the consent agenda consisting of the minutes from the April 18, 2024, meeting and the financial dashboards. Trustee Taitano seconded the motion and it passed unanimously.

Reports

Vice President's Report

Dr. Peter Angstadt, SOU's Interim Vice President for Finance and Administration introduced himself to the committee, noting he has been in this position for 15 days. However, he has been adjuncting at SOU for 16 years and is retired from the presidency at Rouge Community College. Dr. Angstadt expects to have a more thorough report at the next meeting, as SOU is facing interesting problems that he and his team will be addressing.

Core Information System Replacement (CISR) Project Update

Hart Wilson delivered an update on Phase 2, Workday Student, of the CISR project. The team continues working on issues, offering more direct contacts for assistance, updating the CISR website, and creating more training and how-to videos. Workday Student is bigger and will take longer than Phase 1 did. Dr. Matt Stillman explained that the team will be in various stages of progressively complex planning, designing, testing, and building. Financial aid and recruiting will be front-loaded in the deployment. President Bailey noted the hardships of CISR and said it would be worthwhile in the end. Dr. Stillman said the implementation ultimately will allow employees to spend more time supporting students.

Action, Information, and Discussion Items

Re-establishing Tuition and Mandatory Fees for Academic Year 2024-25 and Single Fee Assessment of Mandatory Fees (Action)

Chair Franks introduced the topic by explaining that in recent trustee meetings, extensive discussions were held regarding proposed changes to the student fee structure. Josh

Lovern and Dr. Matt Stillman reviewed the current student fee structure, which includes incidental, enrollment, and online delivery fees; although, online delivery fees have been deemed unnecessary. In the proposed structure, four out of five rates will be eliminated, and SOU would consolidate the mandatory enrollment and incidental fees into a single fee.

The newly proposed model suggests a single fee rate of \$104.22 per credit for online and in-person students. This includes a technology services fee set at \$32.75; this fee covers various services including hardware, software support, and Information Technology (IT) infrastructure. The single fee structure eliminates the \$75 online delivery fee for online students, increases the technology fee component to \$32.75 for all students, and would be included in the single fee assessment. The updated tuition schedule will eliminate the existence of differing student fees for all types and modalities of students except for online non-resident students.

Mr. Lovern explained that forums and presentations were held with campus stakeholder groups and the Tuition Advisory Council (TAC) unanimously approved the proposed single fee rate. Responding to Trustee Taitano, he noted that the new single fee assessment will be capped at eight credits. President Bailey and Dr. Stillman explained that the single fee would make courses more affordable after eight credits, and that the new structure could benefit student completions as a result.

Dr. Stillman and Mr. Lovern highlighted a shift in students' course-taking behavior between face-to-face and online courses. Post-COVID, more students are enrolled in a combination of in-person and online courses. With 47 percent of SOU students taking online courses, the new model will address this shift, improve students' understanding of their bill, and improve choices for online education at SOU, which aligns with student behavior and market trends.

In sum, the proposed composite rate is \$104.22 per student credit hour, capped at eight credits. The composite tuition and fees rate of increase is now 4.99 percent. The TAC approved and recommended the single fee assessment structure as proposed, and the assessment would begin fall 2024 if approved by the board. Trustee Shelby emphasized the importance of transparency in student billing and the ease of understanding the single fee. President Bailey acknowledged the entrepreneurial approach of the proposal, of faculty in programming, and the benefits of the single fee for low-credit course-takers. Trustee Thorndike applauded SOU for its willingness to try new things to benefit students.

Trustee Shelby moved to approve the re-establishing of tuition and mandatory fees for the academic year 2024-25 and a single fee assessment of mandatory fees. Trustee Medina seconded the motion and it passed unanimously.

Budget Forecast and Detailed Review of Pro Forma

President Bailey, Dr. Peter Angstadt, and Josh Lovern discussed the budget forecast and provided a detailed review of the pro forma, as presented in the materials. The Institutional Budget Committee (IBC) has increased its involvement, contributing to a more comprehensive review process. The Fiscal Year (FY) 2024 soft close information is expected to be available at the September retreat.

Emphasizing variances, regarding Education & General (E&G) revenue, Mr. Lovern highlighted the nonrecurring, one-time revenue of \$1M for TRU+PSU funding included on the pro forma, which is expected to increase to \$2.3M. Additionally, June has not yet closed, which affects projections and accounts for the differences between the dashboards in the consent agenda and the pro forma. The projected change in student credit hours has been adjusted from one percent to three percent due to Free Application for Federal Student Aid (FAFSA) issues; a conservative projection approach will continue. For FY25, there is a one percent increase is planned in labor for unclassified positions, with the potential for additional adjustment.

In Supplies and Services (S&S), expenses have increased by approximately \$2M largely due to SOU's departure from the Public University Fund, Title IX administration expenses, delays in internal charge processing, and recoveries. Overall, the ending fund balance is projected to be \$8.91M this year. Should there be a deficit in FY25, a plan will be developed to address and mitigate the shortfall.

FY 2025 Budget Development Process and FY 2025 Temporary Budget and Expenditure Authorization (Action)

Regarding the FY 2025 budget development process, President Bailey introduced the topic noting that the budget management transition from Banner to Workday is proceeding but delays in this process have led to the need to seek the board's temporary spending authority for FY25 under a continuing resolution rather than through a new FY25 budget. This approach would authorize the continuation of spending based on the previous year's budget until SOU can develop the FY25 plan. Josh Lovern explained that the transition to the Workday budgeting program, Adaptive Planning, is extremely complex and time-consuming, requiring much more time to develop a budget during this initial transition period. A notable variance between the FY24 and FY25 budget years includes updates related to labor and other personnel expenses based on the classified employees' contract.

Chair Franks introduced to the board a temporary budget and expenditure authorization to adopt a roll-forward approach. Vice Chair Clough explained that the board once previously authorized spending through a continuing resolution and asked what the "trip wire" would be for any significant unknown expenses. Board Secretary Prud'homme reminded the committee that through the board's delegation of authority, a spending threshold already exists and that expenditures over \$500K require the board's approval. Discussion ensued among trustees regarding when and if the president would need to seek such authorization or keep trustees informed of significant budget updates, such as if a significant drop in student credit hours occurs. The president committed to return to the committee if those circumstances arise.

Trustee Taitano moved to approve the FY 2025 recommendation to the board for a temporary budget and expenditure authorization. Vice Chair Clough seconded the motion, which passed unanimously.

Expenditure Authorization Request: Design Services Contract and SOU Wrestling Facilities Project (Action)

President Bailey introduced the item noting that the board took a similar action six months earlier regarding the softball field. The current wrestling program is expecting another 113 students in the fall and currently, there is insufficient space to accommodate

the SOU wrestling program. Two plans were presented for the expansion of SOU's wrestling facilities, providing short and long-term solutions for wrestling and the Athletics Department as a whole. Athletics Director Matt Sayre explained that even with a drop in students, 472 student-athletes are expected next year, which is comparable to the University of Oregon at 518.

Of the two options presented, one is brick-and-mortar, which would turn into a weight room, and the other short-term solution is a bubble dome over a turfed field that would add an extra practice field to SOU. Additionally, benefits would include the ability to rent the dome to the community which would allow a filtered place of practice during Oregon's wildfire season. Responding to Trustee Medina's question, Director Sayre said the dome is fire resistant, and the HVAC is equipped with sensors for safety. He further responded to Trustee Taitano that both the short and long-term solutions would be used by both men and women teams.

Vice Chair Clough moved to approve the expenditure authorization request for the design services contract and SOU wrestling facilities project. Trustee Shelby seconded the motion and it passed unanimously.

Future Meetings

Chair Franks announced that the next meeting of the committee is scheduled to take place on October 17, 2024, at 5:00 p.m. If any trustee has a specific item to suggest for a future meeting, he asked trustees to send it to the board secretary.

Adjournment

Chair Franks adjourned the meeting at 6:54 p.m.

Vice President's Report

Fiscal Year 2025 Budget (Action)

FY2024 Estimate to Close and Detailed Review of Pro Forma

Education and General (E&G) Revenues

Education and General (in thousands of dollars)	2023-25 Biennium			2025-27 Biennium	
	2023-24 Actual (000's)	2024-25 FY25 Budget (000's)	2024-25 Est FY25 (000's)	2025-26 FORECAST (000's)	2026-27 FORECAST (000's)
REVENUES					
Total State Funding (SSCM,ETSF,SELP)	27,883	28,706	28,706	29,963	31,170
Tuition	33,948	34,845	34,845	35,079	35,607
Fees	3,921	4,247	4,247	4,238	4,321
Raider Aid (remissions)	(3,963)	(4,000)	(4,000)	(4,027)	(4,088)
<i>Oth tuition & fee adjustments</i>		(1,100)	(1,100)		
Tuition, net of Raider Aid	33,907	33,992	33,992	35,290	35,841
Misc. Other Revenue	3,645	3,742	3,742	3,767	3,824
TOTAL REVENUES	65,436	66,439	66,439	69,020	70,835

OCTOBER UPDATE TO REVENUE PROJECTIONS & OBSERVATIONS

Tuition revenue budgets increased from June estimate by \$400k

- State Funding slightly declined from June estimate but is higher than July's SSCM
 - Net impact from updated true-up (July to Oct) = **+\$265,820**
- Single Fee impact showing in 'Other Tuition & Fee Adjustments'
- Remissions increased to \$4M

E&G Labor

Education and General

(in thousands of dollars)

	2023-25 Biennium			2025-27 Biennium	
	2023-24 Actual (000's)	2024-25 FY25 Budget (000's)	2024-25 Est FY25 (000's)	2025-26 FORECAST (000's)	2026-27 FORECAST (000's)
EXPENSES & TRANSFERS					
<u>Personnel Services</u>					
Faculty	(14,371)	(14,678)	(14,678)	(14,917)	(15,375)
Unclassified Staff	(9,920)	(9,896)	(9,896)	(9,780)	(10,002)
Classified Staff	(7,036)	(7,426)	(7,426)	(7,779)	(8,119)
Students, GA's, etc	(1,334)	(1,499)	(1,499)	(1,589)	(1,603)
Salaries Sub-total	(32,662)	(33,499)	(33,499)	(34,066)	(35,099)
PERS & ORP (Retirement Pgms)	(7,490)	(7,534)	(7,534)	(7,746)	(8,083)
PEBB (Healthcare)	(7,580)	(7,793)	(7,793)	(8,058)	(8,332)
Other (FICA, SAIF, OPL, etc.)	(2,978)	(3,184)	(3,184)	(3,274)	(3,416)
OPE Sub-total	(18,049)	(18,511)	(18,511)	(19,078)	(19,832)
<i>Vacancy Adj.</i>					
<i>Other Adj. to Labor</i>				(377)	(842)
Net Personnel Services	(50,710)	(52,010)	(52,010)	(53,521)	(55,772)

OCTOBER UPDATE TO LABOR PROJECTIONS & OBSERVATIONS

- One very nice enhancement in Adaptive – Classified projection modeling!
- Much more fidelity on a person-by-person basis for allowances like differentials
- OPE Concerns: Composite rates applied for this model but Workday calculations are not currently functioning as intended;
 - Very rudimentary estimates applied for modeling currently

Supplies and Services (S&S)

Education and General

(in thousands of dollars)

	2023-25 Biennium			2025-27 Biennium	
	2023-24 Actual (000's)	2024-25 FY25 Budget (000's)	2024-25 Est FY25 (000's)	2025-26 FORECAST (000's)	2026-27 FORECAST (000's)
<u>Supplies & Services (S&S)</u>					
S&S Expenses	(13,860)	(12,231)	(12,231)	(12,527)	(12,840)
AP Program Share (AP)	(1,336)	(1,249)	(1,249)	(1,427)	(1,476)
Capital Expenses (CapEx)	(70)	(125)	(125)	(128)	(131)
Total S&S, CapEx, AP	(15,267)	(13,605)	(13,605)	(14,082)	(14,447)
<i>Personnel and S&S before Transfers</i>	<i>(65,977)</i>	<i>(65,615)</i>	<i>(65,615)</i>	<i>(67,603)</i>	<i>(69,469)</i>

OCTOBER UPDATE TO S&S PROJECTIONS & OBSERVATIONS

- Current S&S Budgets in Workday Adaptive require more analysis
- S&S to be revisited on a case-by-case basis with each Cost Center Manager
- Many budgets will require updates based on actuals
 - Actuals are still be entered into Workday and early entries may require updates

E&G Transfers

Education and General (in thousands of dollars)	2023-25 Biennium			2025-27 Biennium	
	2023-24 Actual (000's)	2024-25 FY25 Budget (000's)	2024-25 Est FY25 (000's)	2025-26 FORECAST (000's)	2026-27 FORECAST (000's)
Budgeted Transfers (In & Out) <i>Transfers Adjustments</i>	(2,529)	(2,706)	(2,706)	(2,785)	(2,902)
Transfers Net (excluding relief funds)	(2,529)	(2,706)	(2,706)	(2,785)	(2,902)
Federal Relief Funds Transferred to E&G	2,879				
Transfers Net (In & Out of E&G)	350	(2,706)	(2,706)	(2,785)	(2,902)

OCTOBER UPDATE TO TRANSFER PROJECTIONS & OBSERVATIONS

- Transfers are handled differently Workday
- Accounting is still considering other options/updates to the configuration
- Estimates based on historical used for modeling/budget this fiscal year
- Some transfer actuals are still forthcoming; using estimates
- **NO MORE FEDERAL HELP**
 - HEERF monies obscured some structural issues during COVID

E&G Fund Balance

Education and General

(in thousands of dollars)

	2023-25 Biennium			2025-27 Biennium	
	2023-24 Actual (000's)	2024-25 FY25 Budget (000's)	2024-25 Est FY25 (000's)	2025-26 FORECAST (000's)	2026-27 FORECAST (000's)
TOTAL EXPENSES & TRANSFERS	(65,627)	(68,321)	(68,321)	(70,388)	(72,371)
TOTAL EXPENSES (excluding Federal Relief)	(68,156)				
FUND BALANCE					
Non-Recurring 1-Time Revenue	1,022	1,458	1,458	334	
Non-Recurring 1-Time Expense					
Adjusted Ending Fund Balance	6,478	5,031	5,031	3,997	2,461
% Operating Revenues (Adjusted)	9.90%	7.57%	7.57%	5.79%	3.47%
Change in Fund Balance	(191)	(1,882)	(1,882)	(1,368)	(1,536)
Beginning Fund Balance	5,647	5,456	5,456	3,574	2,206
Ending Fund Balance	5,456	3,574	3,574	2,206	670
% Operating Revenues (Regular Ops)	8.34%	5.38%	5.38%	3.20%	0.95%
Days of Operations	29.07	19.09	19.09	11.44	3.38
Months of Operations	0.97	0.64	0.64	0.38	0.11

OCTOBER UPDATE TO FUND BALANCE PROJECTIONS & OBSERVATIONS

NEW LAYOUT!

- President's Cabinet requested a change to the Fund Balance section
 - 'Adjusted' showing before 'Regular' Ops
 - Easier to see ending impact, similar to prior model
 - Changes happening weekly
- FY2024 actuals still coming into the model

Fiscal Year 2025 Budget



Southern Oregon University

Board of Trustees-Finance and Administration Committee

October 17, 2024

SOU FY25 E&G PROPOSED BUDGET OVERVIEW

This report summarizes Education and General operating expense and revenue budgets for fiscal year 25. This proposed budget is being presented as informational only, a final budget will be presented at the October 18, 2024 meeting.

Tuition revenue is based on Board approved 2024-25 tuition rates for all modalities and residency. Tuition revenue budgets are based on projected student credit hours for fall term, with attrition rates built in for winter and spring terms and actuals from summer 2024.

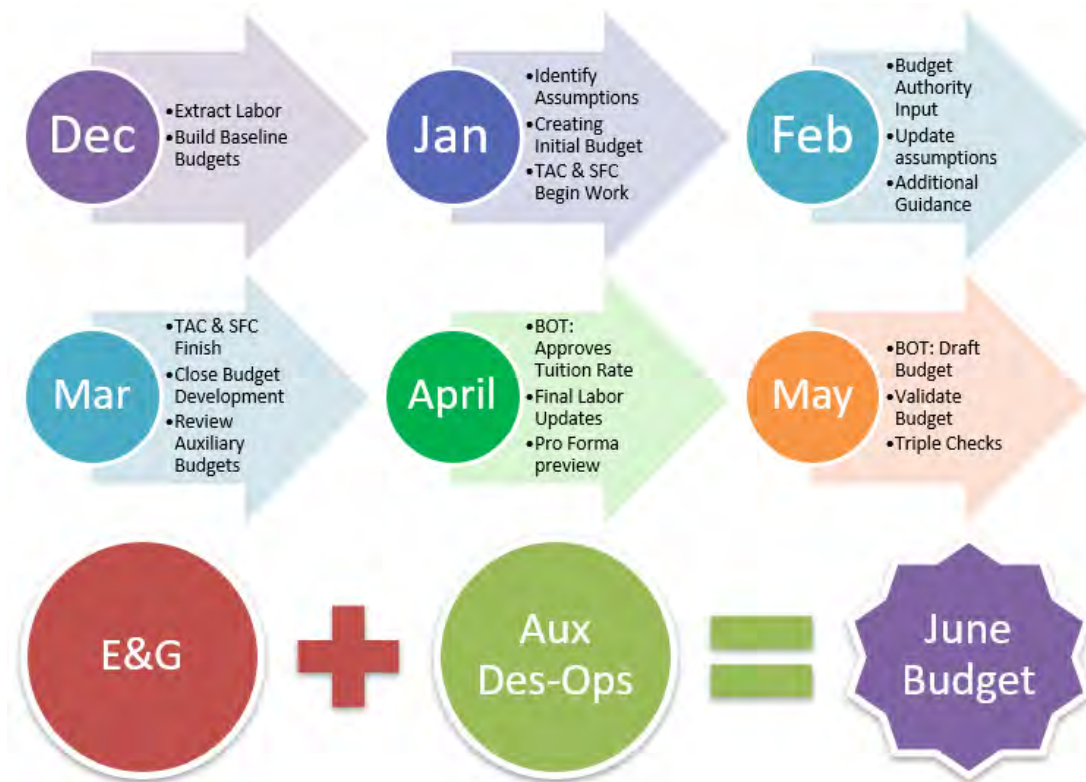
The FY25 state funding budget is built on the level of state funding anticipated for second year of the biennium per the SSCM released October 7th, 2024 and includes the “true up” calculated values.

Remissions (presented as contra-revenues) are annually evaluated and set as a percent of expected Tuition and Fee revenues.

The E&G expenditure budget addressed only mandatory or obligatory increases associated with the mission of the university. Increases include known salary/benefit updates and any known budget expenditure increases as of October 2024.

The Budget Process

FY25 E&G Operating Budget discussions and review began in fall 2023. A request for a delay in budget adoption was granted in June so that administration could continue work on building the new Adaptive Planning software and FY25 budget concurrently. That work is still progressing as of October 2024. Typically, the process follows the timeline outlined below:



FY25 PROPOSED OPERATING BUDGET: EDUCATION AND GENERAL (E&G)

The proposed E&G revenue budget \$66.4M includes tuition, state allocations from Student Success and Completion Model (SSCM), behavioral health funding and Energy Loan Payments (SELP). In addition to the revenue received as part of the state allocation and tuition, SOU receives revenue through indirect cost recoveries from grants and contracts, interest and other revenue (primarily fee based and the land lease from CHF). The revenue budget also includes fee remission allocations of \$4.0M. Fee remissions are applied as a reduction of tuition revenue.

The combined E&G expense budget is comprised of salaries and other payroll expenses (OPE), services and supplies (S&S) and net transfers. SOU's largest category of expense is personnel, consisting of approximately 76.1% or \$52.0M of the overall E&G budget.

The expense budget includes increases for faculty as prescribed by the APSOU Collective Bargaining Agreement and a general salary increase for Administrative Professionals of 1%, which went into effect July 1st, 2024.

Based on the 2022-26 OPU-SEIU Collective Bargaining Agreement reopener, classified staff received a 6.5% increase in April 2024, plus a one-time bonus of \$1,500 in the fiscal year ending June 30, 2024. For fiscal year 2025, Classified staff will receive a 2% increase in November 2024 and a 3.5% increase in June 2025. These table increases were also applied to any allowances (such as longevity or differentials). Labor budgets also include increases associated with retirement costs using the new Workday composite rate calculations.

Direct expenses, generally considered service and supplies, include utility and facility operations and maintenance, general office supplies, professional services contracts, information technology services, insurance as well as services payments for treasury and labor relations support provided by University Shared Services Enterprise (USSE) and the revenue share agreement for the Academic Partners MBA and MS.Ed programs. The direct expense category is budgeted at \$13.6M for FY25, excluding all transfer activity within the E&G fund. Net transfers add \$2.7M to that total for a combined \$16.3M S&S and Transfers expense budget.

FY25 E&G PROPOSED OPERATING BUDGET ASSUMPTIONS

- Revenue budget is based on fall student credit hour projections with attrition for winter and spring and summer 2024 actuals
 - Projected SCH generation for Academic Year 24/25 is -2.2% from AY 23/24.
- Additional revenue over FY24 associated with tuition is budgeted at \$886k gross
- Invest a minimum of 10% of gross tuition revenue in fee remissions (negative impact on revenue)
- State allocation through the Student Success and Completion Model: \$28,317,282
- State allocation of \$179,160 for State Energy Loan Program (SELP)
- Engineering Technology Support Funding (ETSF): \$209,067
- Behavioral Health Funding: \$667,000
- Benefits Navigator (reimbursement) \$125,000 – removed from E&G budget
- Increases for faculty salaries, classified salaries and unclassified staff
- SOU Forward planned expenditure reductions of \$754k

FY25 SOU FORWARD YEAR 2 OF 3

SOU Forward planned reductions and labor savings have been incorporated into the budget. In some cases, these have been offset by other labor increases of contracts that were ratified subsequent to the adoption of the SOU Forward plan. This has resulted in growth of labor budgets.

The proposed revenue budget was built on forecasted enrollments using early Fall numbers, a moderate increase in state funding, a decrease in expected fee revenues stemming from the single-fee, and a modest increase in miscellaneous revenue based on expected enrollment. However, the revenue budget combined with increases in the expenditure and transfer budget, will result in a budget shortfall of \$1.88M.

Because of the shortfall, non-academic departments and academic divisions and colleges will need to be mindful of cost overruns in the immediate term. Going into the next FY26 budget cycle, further aspects of the SOU Forward plan will be coming into play that may help alleviate the shortfall.

While expenditure budget increases are going to be necessary for FY25, all tuition increase scenarios have been intentionally planned outside of the SOU Forward process, as we strongly desired to not “fix” the budget issue on the backs of our students.

COMPENSATION OVERVIEW

Effective 9/16/24, the base faculty salary table has increased 2%. Likewise, the guaranteed minimum raise for those faculty above table increased 2%. The Academic Year 24/25 updates to pay depend on year-in-rank (YIR), disciplinary (field specific) adjustment, and other factors as outlined Article 12 of the CBA. Not all faculty will have the exact same increases in their pay and should consult the CBA for details.

Classified will receive a guaranteed step for those that are eligible on their anniversary date, plus a 2% increase in November 2024 and a 3.5% increase in June 2025.

Unclassified Staff received a 1.0% increase on 7/1/24.

Student Employees are impacted by Oregon’s minimum wage. The hourly rate for the ‘Standard’ area where SOU is classified will be \$14.70, effective July 1, 2024. SOU has 5 levels of student positions, each

level has a higher hourly rate. SOU budgets \$1.5M across all departments based on need for student wages; these wages are those not covered by federal work study funds.

Health Care, Retirement and 'Other' personnel expenses (e.g. FICA, SAIF, taxes) are now *budgeted* using an institutional composite rate per employee classification. These rates are as follows:

Faculty – 64% | Classified – 78% | Unclassified – 61.5%

Health Care coverage is provided annually per eligible employee. This includes faculty and administrative professionals with an FTE of .5 and above, classified employees with an FTE of .75 and above, and those employees that may qualify under the Affordable Care Act (ACA).

On July 1, 2023, retirement rates increased for all plans, except ORP Tier 1/2. The new retirement rates for SOU's contribution based on the employee's salary are PERS Tier 1/2 – 32.58%, Tier 3 – 29.08%, ORP, Tier 1/2- 32.68%. ORP Tier 3 16.93% and ORP Tier 4 – 8-12%. At this time, these rates will remain in effect until June 30, 2025. Retirement is *paid to the plan* based on the employee's tier.

FY25 PROPOSED E&G OPERATING BUDGET VARIANCE ANALYSIS

Revenue Budget Variances from FY24 Budget

FY24 \$66,846,000 (excluding 1-time Sustainability funding)

FY25 \$66,439,000 (including single-fee adjustment down -\$1.1M)

Net Decrease of \$407K from FY24 budget, includes:

- PUSF State Allocation increase of \$826K estimated based on fall true up,
 - Plus 51% of allocation for 2nd year of the biennium
- ETSF Funding \$5K
- Tuition increase of \$134K
- Fee and Other revenue \$67K
- Fee Remissions reduced -\$55K

Expense/Transfer Budget Variances from FY24 Budget

FY24 \$70,667,094 (excluding federal HEERF dollars)

FY25 \$68,321,000

Decrease of \$476K, includes:

- Wage changes, net of SOU Forward position reductions and negotiated updates:
 - -\$2,231 total salary and OPE
- Decrease in general direct expenses -\$60K
 - Mostly derived from fewer students in revenue share programs (AP MBA or AP MS.Ed)
- Transfers, decrease -\$116K
 - Anticipated reduction based on Student Fee support to Athletics

1-time Revenue/Expense/Transfer Budget Variances from FY24 Budget

FY24 \$1,022,214 (as 1-time revenue)

FY25 \$1,457,500 (as 1-time revenue)

Increase of \$435K, includes:

- Expense offset of \$102K from TRU +PSU Second Tranche specific to CISR coverage
 - Total of \$1,124,000 FY25 for E&G (\$1.02 in FY24)
- ½ of Behavioral Health Funding (\$667K): \$334K

FUND BALANCE STATEMENT

Responsible fiscal management requires keeping adequate funds in reserve to fulfill the following purposes:

- 1) Risk Mitigation – To mitigate unexpected financial events, whether unanticipated cost increases or revenue declines
- 2) Investment Capital – To pursue strategic objectives, prepare for future investment in new initiatives, facilities investments, equipment and other such expenditures, and
- 3) Working Capital – to provide organizational liquidity to fund ongoing operations and annual cost escalation.

The fund balance is the difference between the assets and liabilities of a fund. Given this definition, fund balance can be described as the available resources of the fund. Fund balance is expressed in the form of a percent of total revenue. The GOAL level of the fund balance has not yet been adopted; FY25 is Budgeted at 5.37% or roughly 19 days of operations.

Future Modeled Budget Assumptions



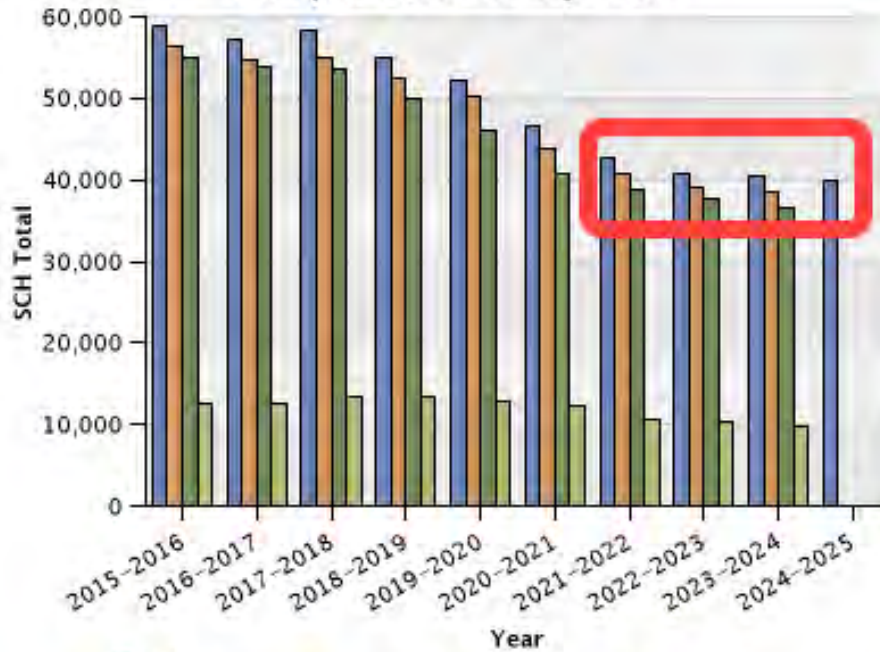
Revenues

- SSCM based on average of 5 years of biennium change
- 5% Tuition Increases
- Remissions modeled at historical levels to tuition

Expenses

- Labor agreements & COLAs
- PERS retirement: modeled to 3.5% increase per recent meeting
- PEBB benefits: standard model increases
- Supplies and Services (S&S) requires updated model for smoothing inflation
- Transfers increasing with growth in Athletics

SCH per Quarter by Year



- SCH generation better than expected but still declining
- Longer-term trend points to future flat enrollment or slight declines
- Enrollment strategies should consider a focus on growth in key areas where organic growth is occurring

Term
 1, Fall 2, Winter 3, Spring 4, Summer

Credit Hours Total	Fall	Winter	Spring	Summer	Total
2024-2025	39,950	0	0	0	39,950
2023-2024	40,583	36,504	36,653	9,669	125,409
2022-2023	40,719	39,070	38,000	9,669	127,458
2021-2022	42,768	40,803	38,000	9,669	131,240
2020-2021	46,534	43,844	40,000	9,669	140,047
2019-2020	52,250	50,326	46,140	12,795	161,511

Admitted
-1.56%

Report: StudentSCH - HTML Run Date: 10/8/24
 Institutional Research - iReports Data Last Updated: 10/7/24

*Source: iReports, Enrollment Summary, SCH Dashboard (excludes Advanced Southern Credit/OLLI)

FY25 Summary of Expenditures by Fund

PLEASE NOTE:

1. The following slides do NOT match the pro forma for Budgeted Operations
2. Data for estimated year-end actuals was pulled at two different intervals
3. Remaining transactions are still making their way into the system
4. Similarly, actuals for non-E&G fund types are estimates as of 10/1/2024

FY25 Summary of Expenditures by Fund

FY25 Summary of Expenditures by Fund				
FUND	2023 Actuals	FY24 Adopted + Adjustments	FY24 Year End Est Projection	FY25 PROPOSED Budget
Budgeted Ops (Fund Type 11)	\$ 68,914,837	\$ 70,724,159	\$ 68,506,008	\$ 68,321,258
Auxiliary Ops (Fund Types 20 thru 29)	\$ 12,107,721	\$ 17,292,993	\$ 11,767,833	\$ 17,568,013
Designated Ops & Service Centers (Fund Types 12 & 13)	\$ 5,232,075	\$ 6,005,450	\$ 4,709,805	\$ 5,618,519
Combined Ops	\$ 86,254,633	\$ 94,022,602	\$ 84,983,646	\$ 91,507,790

- Budgets are subject to change during the fiscal year as more data becomes available and audit activities commence.

Southern Oregon University Budgeted Operations

	2023 Actuals	FY24 Adopted + Adjustments	FY24 Year End Est Projection	FY25 PROPOSED Budget
REVENUES				
Tuition, Fees (net of Remission)	33,430,255	35,013,418	33,907,036	33,991,675
State Funding	27,000,945	28,157,230	27,879,497	28,782,240
Misc. Other Revenues	3,933,119	3,675,136	3,645,487	3,741,806
REVENUES Total	64,364,319	66,845,784	65,432,020	66,515,721
LABOR				
Unclassified (Faculty & Admin)	(24,854,703)	(24,723,305)	(24,290,992)	(24,573,595)
Classified	(6,845,047)	(7,335,000)	(7,036,365)	(7,426,153)
Student, Grad Assistants, etc	(1,365,417)	(1,786,565)	(1,334,183)	(1,498,891)
Benefits & OPE	(18,480,164)	(20,396,790)	(18,048,653)	(18,511,231)
LABOR Total	(51,545,331)	(54,241,660)	(50,710,193)	(52,009,870)
SUPPLIES AND SERVICES	(13,966,593)	(13,419,942)	(15,196,477)	(13,480,380)
CAPITAL EXPENSES	(99,247)	(240,463)	(70,443)	(125,000)
Cost Reductions	0		1,022,214	1,457,500
TRANSFERS				
Transfers In (excluding Federal Relief Funds)	0	0	0	0
Transfers Out (excluding Federal Relief Funds)	(3,303,666)	(2,822,094)	(2,528,895)	(2,706,008)
TRANSFERS Total	(3,303,666)	(2,822,094)	(2,528,895)	(2,706,008)
Total Expenses	(68,914,837)	(70,724,159)	(68,506,008)	(68,321,258)
Federal Relief Funds	3,311,689	2,879,038	2,879,038	-
Total Revenue - Expenses	(1,238,829)	(999,337)	827,264	(348,037)

Southern Oregon University Designated and Service Center Operations

	2023 Actuals	FY24 Adopted + Adjustments	FY24 Year End Est Projection	FY25 PROPOSED Budget
REVENUES				
Enrollment Fees	1,209,995	1,158,572	782,180	1,157,132
Gov't Resources and Allocations	-	-	-	-
Misc. Other Revenues	4,566,496	4,688,337	3,144,845	4,683,337
REVENUES Total	5,776,491	5,846,909	3,927,025	5,840,469
LABOR				
Unclassified	(1,500,636)	(1,824,495)	(1,438,556)	(1,629,659)
Classified	(397,852)	(499,836)	(413,432)	(598,100)
Student Labor	(156,210)	(225,740)	(160,245)	(160,245)
Benefits & OPE	(1,146,533)	(1,471,461)	(1,117,221)	(1,283,152)
LABOR Total	(3,201,231)	(4,021,532)	(3,129,454)	(3,671,156)
SUPPLIES AND SERVICES	(2,307,885)	(2,434,717)	(1,813,810)	(2,433,277)
CAPITAL EXPENSES	(214,493)	(12,086)	(211,696)	(12,086)
TRANSFERS				
Transfers In (excluding Federal Relief Funds)	876,465	605,142	493,155	611,505
Transfers Out (exlcuding Federal Relief Funds)	(384,931)	(142,257)	(48,000)	(113,505)
TRANSFERS Total	491,534	462,885	445,155	498,000
Total Expenditures	(5,232,075)	(6,005,450)	(4,709,805)	(5,618,519)
Federal Relief Funds	-	-	-	-
Total Revenue - Expenses	544,416	(158,541)	(782,780)	221,950

Southern Oregon University Auxiliary Operations				
	2023 Actuals	FY24 Adopted + Adjustments	FY24 Year End Est Projection	FY25 PROPOSED Budget
REVENUES				
Enrollment Fees	5,273,546	5,194,868	4,646,223	5,306,168
Gov't Resources and Allocations	1,257,759	1,396,015	1,396,015	1,396,015
Misc. Other Revenues	6,492,730	7,184,010	4,978,828	9,729,658
REVENUES Total	13,024,035	13,774,893	11,021,066	16,431,841
LABOR				
Unclassified	(3,056,300)	(3,020,111)	(2,577,175)	(2,877,119)
Classified	(869,322)	(1,042,397)	(712,558)	(580,759)
Student Labor	(908,276)	(1,209,353)	(923,979)	(1,236,563)
Benefits & OPE	2,392,215	(2,763,683)	(2,022,487)	(1,917,880)
LABOR Total	(2,441,683)	(8,035,544)	(6,236,199)	(6,612,321)
SUPPLIES AND SERVICES	(9,015,851)	(8,347,019)	(7,066,657)	(13,344,215)
CAPITAL EXPENSES	0	0	0	0
TRANSFERS				
Transfers In (excluding Federal Relief Funds)	4,789,864	3,447,608	2,219,629	3,433,256
Transfers Out (exlcuding Federal Relief Funds)	(5,440,051)	(4,358,038)	(684,606)	(1,044,733)
TRANSFERS Total	(650,187)	(910,430)	1,535,023	2,388,523
Total Expenditures	(12,107,721)	(17,292,993)	(11,767,833)	(17,568,013)
Federal Relief Funds	0	0	0	0
Total Revenue - Expenses	916,314	(3,518,100)	(746,767)	(1,136,172)

Southern Oregon University Combined Operations

	2023 Actuals	FY24 Adopted + Adjustments	FY24 Year End Est Projection	FY25 PROPOSED Budget
REVENUES				
Enrollment Fees	39,913,796	41,366,858	39,335,439	40,454,975
Gov't Resources and Allocations	27,000,945	29,553,245	29,275,512	30,178,255
Misc. Other Revenues	14,992,345	15,547,483	11,769,160	18,154,801
REVENUES Total	81,907,086	86,467,586	80,380,111	88,788,031
LABOR				
Unclassified	(29,411,639)	(29,567,911)	(28,306,723)	(29,080,373)
Classified	(8,112,221)	(8,877,233)	(8,162,355)	(8,605,012)
Student Labor	(2,429,903)	(3,221,658)	(2,418,407)	(2,895,699)
Benefits & OPE	(17,234,482)	(24,631,934)	(21,188,361)	(21,712,263)
LABOR Total	(57,188,245)	(66,298,736)	(60,075,846)	(62,293,347)
SUPPLIES AND SERVICES	(25,290,329)	(24,201,678)	(24,076,944)	(29,257,872)
CAPITAL EXPENSES	(313,740)	(252,549)	(282,139)	(137,086)
TRANSFERS				
Transfers In (excluding Federal Relief Funds)	5,666,329	4,052,750	2,712,784	4,044,761
Transfers Out (excluding Federal Relief Funds)	(9,128,648)	(7,322,389)	(3,261,501)	(3,864,246)
TRANSFERS Total	(3,462,319)	(3,269,639)	(548,717)	180,515
Total Expenditures	(86,254,633)	(94,022,602)	(84,983,646)	(91,507,790)
Federal Relief Funds	3,311,689	2,879,038	2,879,038	0
Total Revenue - Expenses	(1,035,858)	(4,675,978)	(1,724,497)	(2,719,759)

FY25 Budgeted Transfers



Transfer Details by Fund		10FD	12FD	13FD	21FD	22FD	23FD	27FD	Grand Total
		Educational and General Fund	Designated Operations	Service Departments	Housing	Student Centers and Activities	Athletics	Other Auxiliaries	
			-300,000						-300,000
							-1,793,801		-1,793,801
	1028CC Men's NAIA Travel						-175,000		-175,000
	1042CC Women's NAIA Travel						-125,000		-125,000
	1052CC Sports Band						-48,455		-48,455
	1126CC Youth Programs		-18,000						-18,000
	1128CC Digital Media Center		-180,000						-180,000
	1142CC IT Campus Operations			-11,100					-11,100
	1158CC FMP Administration and Services			-102,405					-102,405
	1170CC Director of Housing and Operations				-306,000				-306,000
	1181CC Student Recreation Center Operations					-132,000		-134,000	-266,000
	1182CC General Institution	-108,188							-108,188
	1903CC Family Housing Rental Administration				-324,500				-324,500
	1904CC Housing and Dining Services				-394,500				-394,500
9980:Transfers In Total		-108,188	-498,000	-113,505	-1,025,000	-132,000	-2,142,256	-134,000	-4,152,949
9985:Transfers Out	1010CC JPR Administration	300,000							300,000
	1016CC Athletic Director's Office	2,142,256							2,142,256
	1128CC Digital Media Center	180,000							180,000
	1142CC IT Campus Operations			11,100					11,100
	1158CC FMP Administration and Services			102,405					102,405
	1170CC Director of Housing and Operations				306,000				306,000
	1181CC Student Recreation Center Operations	112,000						19,733	131,733
	1182CC General Institution	108,188							108,188
	1903CC Family Housing Rental Administration				324,500				324,500
	1904CC Housing and Dining Services				394,500				394,500
9985:Transfers Out Total		2,842,444		113,505	1,025,000			19,733	4,000,682
Grand Total		2,734,256	-498,000	0	0	-132,000	-2,142,256	-114,267	-152,267

**Southern Oregon University
Board of Trustees
Finance and Administration Committee**

**Resolution
Recommended Adoption of Fiscal Year 2024-2025 Budget**

Whereas, ORS 352.102(1) provides that, except as set forth within ORS 352.102, the Board of Trustees may authorize, establish, collect, manage, use in any manner and expend all revenue derived from tuition and mandatory enrollment fees;

Whereas, ORS 352.087(1)(a) provides that the Board of Trustees may acquire, receive, hold, keep, pledge, control, convey, manage, use, lend, expend and invest all moneys, appropriations, gifts, bequests, stock and revenue from any source;

Whereas, ORS 352.087(1)(i) provides that the Board of Trustees may, subject to limitations set forth in that section, spend all available moneys without appropriation or expenditure limitation approval from the Legislative Assembly; and

Whereas, ORS 352.087(2) requires, and the Finance and Administration Committee finds, that the budget of the Southern Oregon University is prepared in accordance with generally accepted accounting principles; Now, therefore,

Be it resolved, the Finance and Administration Committee of the Board of Trustees has conducted a thorough review and recommends the Board of Trustees of Southern Oregon University adopt the Fiscal Year 2024-2025 budget in the sum of \$91,507,790 inclusive of Education and General [budgeted operations] in the sum of \$68,321,258; an Auxiliaries budget in the sum of \$17,568,013; and Designated Operations and Service Centers in the sum of \$5,618,519.

VOTE:

DATE: October ____, 2024

Recorded by,

Sabrina Prud'homme,
University Board Secretary

Facilities and Capital Projects Update

FMP/Capital Construction Updates



- Central Hall Construction Updates
- Computer Science/Raider Student Services Moves
- Cascade Demolition
- Facilities Summer Labor Allocation

Central Hall Phase 2 & 3

Construction Substantially Complete

- Occupied for Fall Term
- Lower Level: Disability Resources/UCAM, Undergraduate Studies, ROTC.
- Main Level: English & Writing, Philosophy, Spanish/ASL, Mathematics.
- ~\$2.8M CIR dollars expended on 14,590 GSF
- (58) offices, (4) teaching spaces, (30) support spaces

Central Hall Phase 4 (Upper Level)

- \$6M awarded in short legislative session, bond sale anticipated in Spring 2025
- ~14000 GSF on upper level
- Working with Provost to form building design committee
- Known needs: centrally scheduled classroom space and ????
- Additional work scope includes building landscaping, rooftop solar & *potentially* parking lot solar

Central Hall Lower Level



Facilities Updates

Computer Science & Raiders Student Services

- “Swapped” buildings...CS is now in east building, RSS is now on 2nd floor of west building
- CS space is a work in progress...major work still to come includes:
 - Kitchenette
 - Removal of old RSS/Service Center cubicles
 - Interior paint
- Surplus furniture in both spaces still being processed

Facilities Updates

Cascade Demolition

- Diamond, Emerald, Forest, Glacier, Hawthorne interior abatement complete.
- ITB posted for Aspen, Baker, Cedar, Ivy & Kitchen abatement.
- Abatement ~\$1.5M leaving ~\$2M for general demolition.
- SOU staff removing furnishings and prepping spaces to reduce general demo costs.
- General demo contract to be awarded in December, work anticipated to begin shortly after.

Facilities Updates

Cascade Demolition



Facilities Updates

Summer Housing Maintenance

- 1341 hours recorded on Residence Hall maintenance.
- 1788 hours recorded at Student Apartments Family Housing for apartment turnovers.
- 3129 hours does not include normal day to day work orders.
- Housing spaces account for ~25% of campus sq. ft. & ~50% of facilities labor hours.

Modern Housing facilities are more desirable for students, but require more maintenance!

Questions?

Delegation of Authority for the University Master Plan (Action)

sou.edu/master-plan/

**Southern Oregon University
Board of Trustees
Finance and Administration Committee**

RESOLUTION

Delegation of Authority for the University Master Plan

Whereas, Southern Oregon University (SOU) has a strong desire to communicate with students, faculty, staff, our local community, and the State about the future vision and plans for SOU, and the adoption of a campus master plan is one element in communication and planning;

Whereas, the previous campus master plan was submitted by SOU and adopted by the City of Ashland in 2010;

Whereas, actual campus development since 2010 has naturally differed somewhat from what was previously approved;

Whereas, SOU is currently engaged in a public input related to a master plan update consistent with the maps attached hereto as Attachment A;

Whereas, a master planning process is dynamic, iterative, and at times a negotiated process with local government which includes the planning commission and city council, and is not efficient or conducive to bringing changes back to the Board of Trustees on multiple occasions; and

Whereas, the Board of Trustees, in accordance with the Bylaws and Board Statement of Delegation of Authority, may delegate the submission, negotiation, and final adoption of a campus master plan to the President of the University or his designee;

Now, therefore, the Finance and Administration Committee of the Board of Trustees of Southern Oregon University recommends the board approve the following:

1. Resolved, the Board of Trustees authorizes the President or his designee to submit, modify, and negotiate and request that the City of Ashland adopt a master plan for SOU substantially in accordance with the forms of the maps listed in Attachment A to this resolution;
2. Be it further resolved that the President or his designee is authorized to negotiate and enter into contracts or agreements they believe will be in the best interests of SOU in the adoption of the Master Plan; and

3. Be it further resolved that the President or his designee may take all necessary direct, indirect, and ancillary actions necessary to facilitate the adoption of a campus master plan, including but not limited to working with the City of Ashland and any neighboring or impacted landowners regarding land use designations and property line adjustments and setbacks.

VOTE:

DATE: October ____, 2024

Recorded by,

Sabrina Prud'homme
University Board Secretary

OUTREACH

- 9/30 [Website Launch](#) - [KOB!](#) , [Siskiyou](#), [Southern Exposure](#), social media, press release, and all-campus email.
- 10/3 Student Forum ASSOU Lounge 11:00 a.m. to 2:00 p.m.
- 10/8-9 Invitation Fliers to Neighbors (65)
- 10/10 Public Forum ASSOU Lounge 4:00 p.m. to 7:00 p.m.

RESULTS

Website: Webpage viewed 358 times by 257 users (on average, each user viewed the page 1.39 times)

Comments 6 by visitors

Forum Attendance: 45 Participant Sign-Ins + Faculty & Staff not signing in

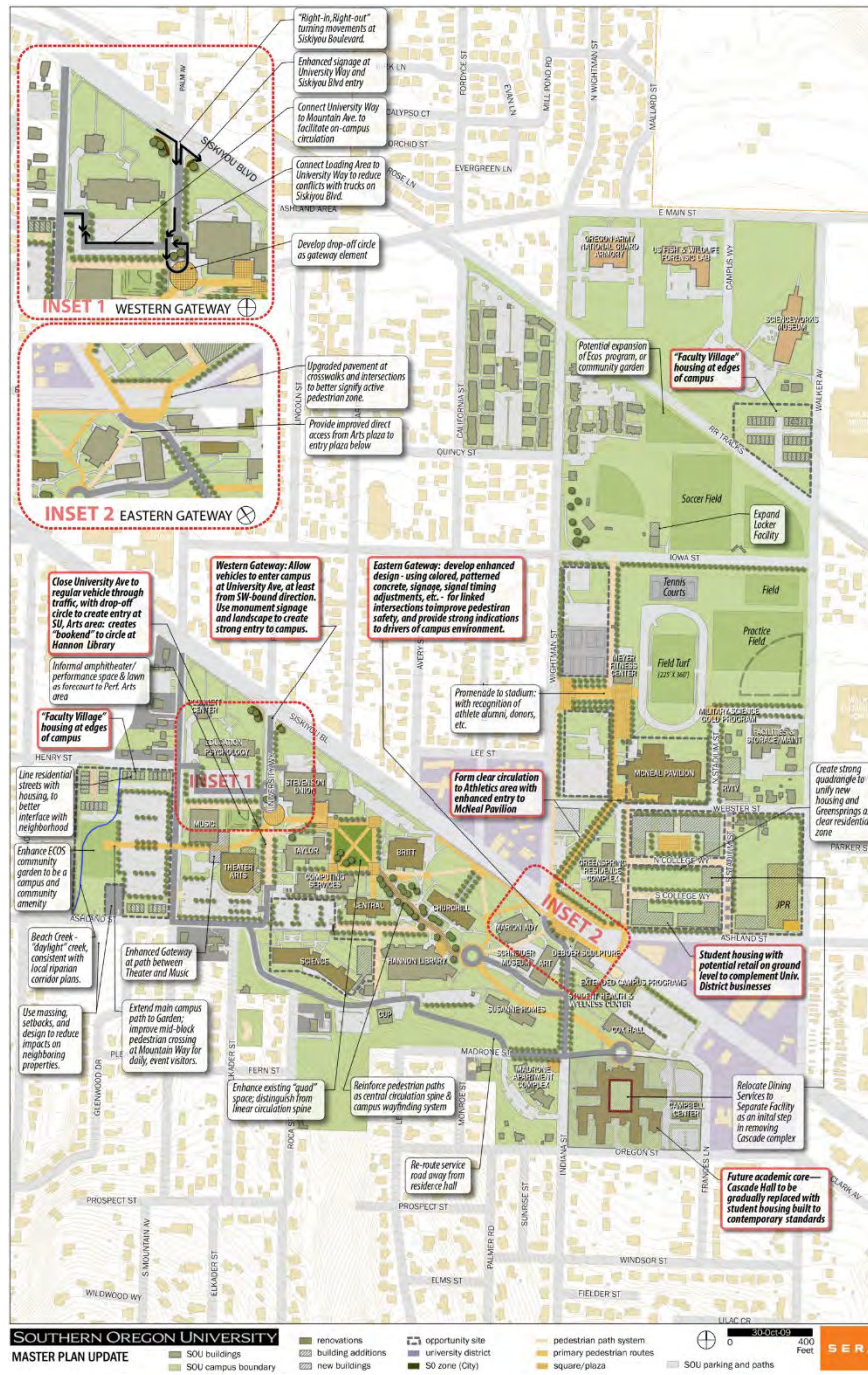
OUTREACH

- ❖ Sign-up for the Retirement Community
- ❖ Process moving forward & more information
- ❖ Dragonfly's Garden Location

Master Plan Amendment Timeline

- Public Comment – Oct / Nov 2024
- Pre-Application Submittal – Oct/November 2024
- Pre-Application Review by City – Nov 2024
- Submittal of Master Plan Application – Nov 2024
- Review by Planning Commission – Dec 2024 / Jan 2025
- Review by City Council – Feb / March 2025
- Final Approval by City Council – May 2025 (proposed)

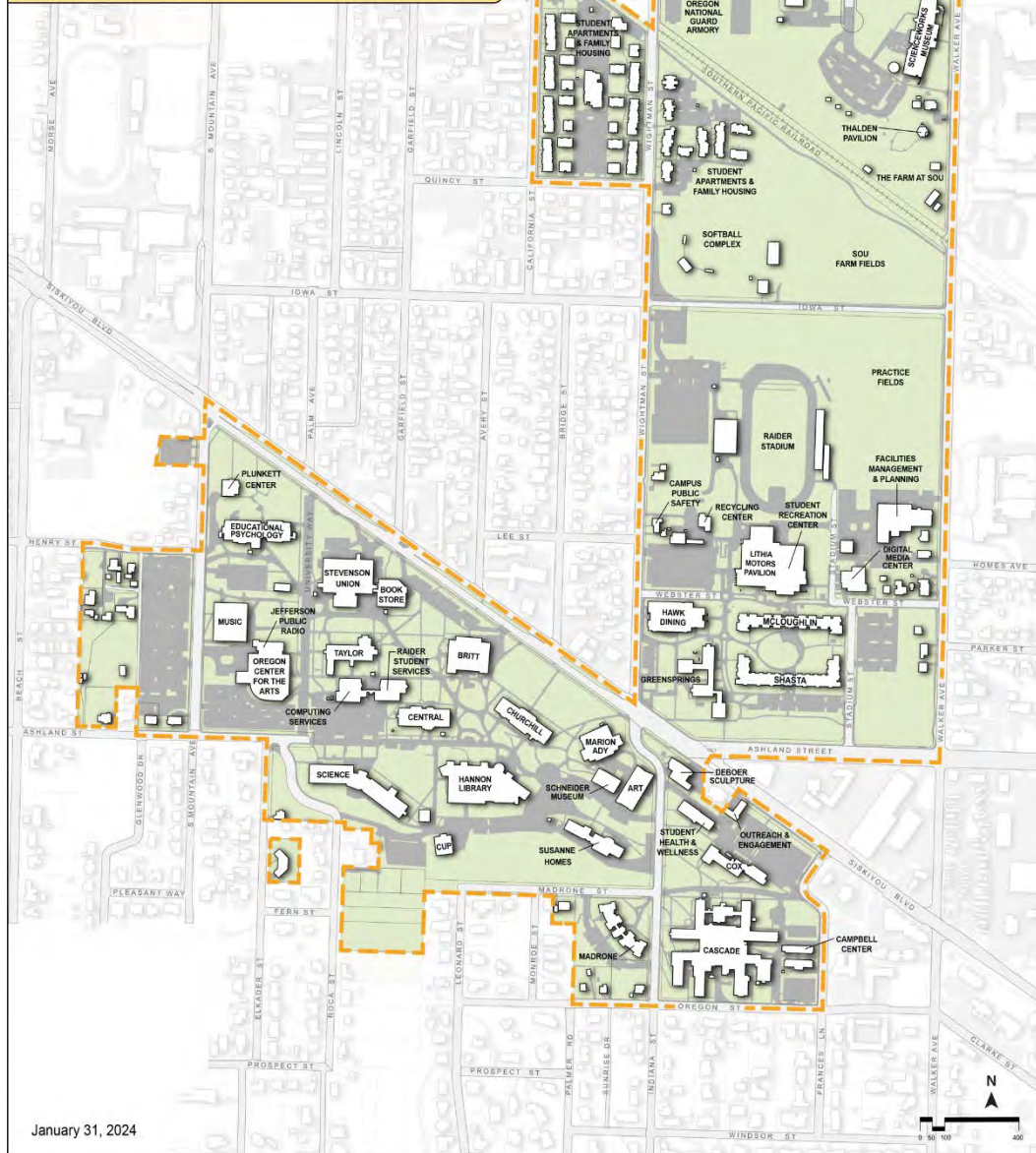
SOU 2010 Master Plan



SOU Campus: Current Conditions



To comment on SOU's 2025 Master Plan Amendment, please scan the QR Code.



January 31, 2024



SOU Campus: Academic Facilities



To comment on SOU's 2025 Master Plan Amendment, please scan the QR Code.

DRAFT



Color Key:

- Instructional
 - Support
 - Expansion / Renovation
 - Future Development
 - Existing Gateway
 - Future Gateway
 - Art Zone
- Draft 09/30/2024

Building Key:

INSTRUCTIONAL

- AB Art Building
- DB Art East (DeBoer Sculpture)
- BR Britt Hall
- CC Campbell Center (OLLI)
- CE Central Hall
- CH Churchill Hall
- CK Commercial Kitchen / Processing
- CS Computing Services
- DMC Digital Media Center
- EP Education / Psychology
- FH New Farmhouse
- FO Farm Operations
- LG Learning Garden
- MA Marion Ady
- MUS Music Building / Creative Industries
- NG Native Garden / Greenhouse
- NN Native Nations Gathering Space
- SCH Schneider Art Museum
- SC Science Building
- SCG Sours Life Sciences Greenhouse
- SUS Susanne Homes Hall
- TA Taylor Hall
- THA Thalden Pavilion
- THTR Theatre (Oregon Center for the Arts)

SUPPORT

- ASB Athletics Services Building
- BKS Book Store
- CPS Campus Public Safety
- CUP Central Heat Plant
- ECP Extended Campus Programs
- FMP Facilities Management & Planning
- HAWK Hawk Dining
- HAZ Hazardous Materials Storage Building
- IRR Irrigation Filter Building
- JPR Jefferson Public Radio
- MOD Modular Office Building
- MOT Motor Pool Shop
- NTB North Ticket Booth
- OFC Offices (521 South Mountain)
- PLC Plunkett Center
- REB Recreation Equipment Building
- REC Recycling Center
- SPB Softball Practice Building
- SRB Stadium Retail Booth
- STAD Stadium Facility
- STOR Stadium Storage Facility
- SHWC Student Health & Wellness Center



SOU Campus: Athletic Facilities



To comment on SOU's 2025 Master Plan Amendment, please scan the QR Code.

DRAFT



Building Key:

ATHLETICS

- ASB Athletics Services Building
- NTB North Ticket Booth
- PR Practice Building
- SPB Softball Practice Building
- STAD Stadium Facility
- SRB Stadium Retail Booth
- STOR Stadium Storage Facility
- SVB Sand Volleyball
- TG Tailgate Area / Food Trucks

Color Key:

- Athletic Facility
- Expansion / Renovation
- Future Development
- Pedestrian Promenade

Draft 09/30/2024



SOU Campus: Housing Facilities



To comment on SOU's 2025 Master Plan Amendment, please scan the QR Code.

DRAFT



Color Key:

- Residence Halls and Multi-Family Housing
- Single Family Residences
- Future Development

Draft 09/30/2024

Building Key:

HOUSING

- COX** Cox Residence Hall
- GS** Greensprings Residence Hall
- MCL** McLoughlin Residence Hall
- MA** Madrone Residence Hall
- PRES** President's Residence
- SAFH** Student Apartments and Family Housing
- SHA** Shasta Residence Hall

HOUSING TYPE	QUANTITY	NOTES
Residence Halls		
Total Beds Available	962	Unrestricted
Greensprings Beds Available	178	Seasonal (4 Months)
Student Apartments and Family Housing		
Studios	8	
One Bedroom	5	
Two Bedroom	97	
Three Bedroom	52	
Four Bedroom	4	
Single Family Residences		
Total Houses	23	13 Rented



SOU Campus: Zoning If Transferred



To comment on SOU's 2025 Master Plan Amendment, please scan the QR Code.

DRAFT



Color Key:

- R-1-7.5
- R-2
- R-3

Draft 09/30/2024

ZONING IF TRANSFERRED: R-1-7.5

LOCATION	MAP	TAX LOT
Roca St.	39 1E 15BB	1500
"	"	1501
"	"	1502
"	"	1503
"	"	1600
"	"	6800
"	"	Fern St R.O.W.
Madrone St.	39 1E 15BB	9200
Oregon St.	39 1E 15BA	1200
"	"	1201
"	"	1700
"	"	1701

ZONING IF TRANSFERRED: R-2

LOCATION	MAP	TAX LOT
Parking Lot 34	39 1E 09DD	400
"	"	500

ZONING IF TRANSFERRED: R-3

LOCATION	MAP	TAX LOT
Henry St.	39 1E 09DD	5300
"	"	5500
"	"	5600
"	"	5700
"	"	5800
"	"	5801
"	"	6000
"	"	6100
"	"	6198
"	"	6199
"	"	6200



SOU Campus: Photovoltaic (PV) Arrays



To comment on SOU's 2025 Master Plan Amendment, please scan the QR Code.

DRAFT



Color Key:

- Existing Rooftop / S-Tracker Array
- Planned Rooftop Array
- Planned Parking Lot Array
- Future Development*

*New structures to maximize available area for additional rooftop and parking lot arrays.

Draft 09/30/2024



QR Code for Public Comment



SOU Campus: Academic Facilities



To comment on SOU's 2025 Master Plan Amendment, please scan the QR Code.

DRAFT



Color Key:

- Instructional
- Support
- Expansion / Renovation
- Future Development
- Existing Gateway
- Future Gateway
- ▲ Art Zone

Building Key:

INSTRUCTIONAL

AB	Art Building	LG	Learning Garden
DB	Art East (DeBoer Sculpture)	MA	Marion Ady
BR	Britt Hall	MUS	Music Building / Creative Industries
CC	Campbell Center (OLLI)	NG	Native Garden / Greenhouse
CE	Central Hall	NN	Native Nations Gathering Space
CH	Churchhill Hall	SCH	Schneider Art Museum
CK	Commercial Kitchen / Processing	SC	Science Building
CS	Computing Services	SCG	Sours Life Sciences Greenhouse
DMC	Digital Media Hall	SUS	Susanne Homes Hall
EP	Education / Psychology	TA	Taylor Hall
FH	New Farmhouse	THA	Thalden Pavilion
FO	Farm Operations	THTR	Theatre (Oregon Center for the Arts)

SUPPORT

ASB	Athletics Services Building	MOT	Motor Pool Shop
BKS	Book Store	NTB	North Ticket Booth
CPS	Campus Public Safety	OFC	Offices (521 South Mountain)
CUP	Central Heat Plant	PLC	Plunkett Center
ECP	Extended Campus Programs	REB	Recreation Equipment Building
FMP	Facilities Management & Planning	REC	Recycling Center
HAWK	Hawk Dining	SPB	Softball Practice Building
HAZ	Hazardous Materials Storage Building	SRB	Stadium Retail Booth
IRR	Irrigation Filter Building	STAD	Stadium Facility
JPR	Jefferson Public Radio	STOR	Stadium Storage Facility
MOD	Modular Office Building	SHWC	Student Health & Wellness Center



SOU Campus: Athletic Facilities



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DRAFT



Color Key:

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- Pedestrian Promenade

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**Southern
OREGON
UNIVERSITY**

SOU Campus: Housing Facilities



To comment on SOU's 2025 Master Plan Amendment, please scan the QR Code.

DRAFT



Color Key:

- Residence Halls and Multi-Family Housing
- Single Family Residences
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SOU Campus: Photovoltaic (PV) Arrays



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DRAFT



SOU Campus: Zoning If Transferred



To comment on SOU's 2025 Master Plan Amendment, please scan the QR Code.

DRAFT



Color Key:

- R-1-7.5
- R-2
- R-3

ZONING IF TRANSFERRED: R-1-7.5

LOCATION	MAP	TAX LOT
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ZONING IF TRANSFERRED: R-2

LOCATION	MAP	TAX LOT
Parking Lot 34	39 1E 09DD	400
"	"	500

ZONING IF TRANSFERRED: R-3

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"	"	5600
"	"	5700
"	"	5800
"	"	5801
"	"	6000
"	"	6100
"	"	6198
"	"	6199
"	"	6200



Delegation of Authority for the Sale of Real Property (Action)

[Executive Session Pursuant to ORS 192.660(2)e]

No action will be taken in executive session

2021 Board Approvals Based on Task Force Recommendations

Phase One:

1. Sell single family homes adjacent to residential zoning
 - Homes and parking lot on South Mountain
 - Home and some portion of open space on Roca
 - Homes on Indiana, Oregon and Madrone
2. Consider using a portion of the revenue from sales to raze dilapidated houses on Walker Street

3. Study the possibility of developing multifamily housing on the Henry St properties through a partnership with a private entity

Phase Two:

- Integrate additional discussion of properties into the revision of University Master Plan

SOU Properties Task Force

***Members:** David Wright, Laz Ayala, **Steve Vincent, Barry Thalden, Paul Nicholson**. **Staff:** Greg Perkinson, Noah Hurley, Cynthia Ferrendelli

April 7, 2021

Charge: To identify properties that are not certain to the core of the University’s mission and propose their highest and best future use. This information will be provided to the committee updating the SOU Campus Master Plan and the Board of Trustees.

In evaluating the properties on the periphery of campus, the Task Force looked at what would be called “low hanging fruit”. Those properties that could be sold and/or utilized in a partnership that also appear not to be critical to the University’s core mission in the future.

Listed below is a list of properties and their highest and best use along with recommendations for selling in the future or holding. The first on the list are those that are perceived as the “easiest” to sell down to what would take more time and resources. The City of Ashland was consulted and although the zoning is currently Southern Oregon University, a zoning change could be accomplished. The Task Force recommends the University not going through that process; however, when ready, list the property and the buyer can take it through that process. Those properties that are listed in the residential category best fit that use or already have that underlying use. The Task Force believes that those properties where the highest and best use is multifamily, the City will look upon that favorably due to the shortage of housing in the area.

Also included is a price opinion for the properties established by David Wright, Principal Broker with RE/MAX Platinum. This is not an appraisal, but mainly a baseline for evaluation purposes derived from comparable sales.

Residential

668 Roca	0.91 acres	Home on the property. Looks to be vacant. In rough shape; however, could be rehabbed. Usable portion of the land is limited due to slope. Current price opinion is \$380,000.
620 Roca	0.13 acres	Open land. Current price opinion is \$130,000.
624 Roca	0.16 acres	Flag lot open land. Current price opinion is \$160,000.

628 Roca	0.25 acres	Flag lot open land. Current price opinion is \$250,000.
630 Roca	0.22 acres	Raw land. Current price opinion is \$175,000.
	0.45 acres	Directly south of 620 through 630 Roca parcels. Current price opinion is \$350,000. The front section of the parcel appears to be buildable; however, the property slopes off into a ravine.

The above listed parcels (620, 624, 628, 630 and the 0.45 acres) could be combined in a way to sell off for residential homes. The land slopes to the East into a ravine, but it appears you could build on the front part of the lot.

648 Roca	0.89 acres	Open land. Appears to be a good parcel to sell for residential. Current price opinion is \$450,000. The front section of the parcel appears to be buildable; however, the rest slopes off into a ravine.
580 Elkader		Home used as a rental. Looks to be in good condition. Could easily be sold off. Triangle piece of land below it could possibly be sold and built upon. Current price opinion is \$400,000.
1349 Oregon Street	0.27 acres	Occupied rental home on the property. Small home on a decent view lot. Good opportunity to sell individually. Current price opinion is \$315,000.
1383 Oregon Street	0.19 acres	Vacant home. House needs exterior paint. Good opportunity to sell individually. Current price opinion is \$535,000.
681 Indiana	0.52 acres	Corner of Indiana and Oregon. Vacant house on 0.52 of an acre that extends down into the parking lot of student housing. Blue house that looks to have a newer roof but paint peeling and shed is in disrepair. Could be sold for a rehab project. Current price opinion is \$450,000.
1352 Madrone	0.23 acres	Rental home on the property. Looks to be in good condition and could be sold. Current price opinion is \$460,000.

Multi-family

1038 Henry Street	0.28 acres	Open Land
1038 Henry Street	0.14 acres	County has it as the same address. Home on the property, boarded up.
1040 Henry Street	0.33 acres	Home boarded up.
1056 Henry Street	0.19 acres	Home boarded up. Blue house.
1058 Henry Street		Home boarded up. Grey house.
1060 Henry Street	0.24 acres	Home on property. Appears to be occupied.
1066 Henry Street	0.22 acres	Corner lot. Vacant home that is in rough condition.
1066 ½ Henry Street		Small home on property. Appears to be occupied.
	1.08 acres	Community garden.
	0.46 acres	Community garden.
1049 Ashland Street	0.46 acres	1600 square foot single family rental, could be combined for multifamily if you combined with the garden and Henry Street. Occupied.

The Henry Street parcels make the most sense as multifamily. You could combine all of the parcels including the Community Garden and 1049 Ashland Street and have 3.43 acres to build a large multifamily project. Due to open space requirements, it may be worth providing a condition to the developer to provide garden spaces in the development. This may keep some of the community goodwill as well.

Combining all parcels to form 3.43 acres and assuming you would be in a high density zoning (approximately 20 units per acre), pricing would be approximately \$35,000 to \$40,000 per unit. Looking at the average cost per acre of comparable sales, the price per acre was \$870,000. Looking at an average of the two methods, current price opinion based on combining all 3.43 acres is approximately \$2,450,000.

381 S Mountain	0.26 acres	Single family vacant home. Highest and best use is to combine this lot with 391 S Mountain and build multifamily. Current price opinion is based on multifamily land comparables and is approximately \$200,000. As a single family, price would be approximately \$300,000.
391 Mountain	0.26 acres	Single family vacant home. Highest and best use is to combine this lot with 381 S Mountain and build multifamily. Current price opinion is approximately \$200,000. As a single family, price would be approximately \$300,000. Had trouble verifying square footage of the home.
349 S Mountain Parking Lot	0.18 acres.	349 S Mountain and adjacent parking lot could be combined to build multifamily. Current price opinion is approximately \$150,000.
S Mountain Parking Lot	0.20 acres	S Mountain parking lot and 349 S mountain Parking lot could be combined to build multifamily. Current price opinion is \$140,000 to \$160,000.
1554 Webster Parcel		Corner of Walker and Ashland. This is the corner section of the large lot of 1554 Webster would be a great place for a multifamily or mixed-use development featuring commercial/retail on the bottom floor and residential above. The Task Force felt that this property should not be sold, but look for opportunities for a Public/Private partnership in the future.
435 Walker		Vacant home on the large 1554 Webster lot. Home is near the corner of Webster and Walker. In disrepair, needs exterior paint, siding and older roof. Recommendation is to keep this land for future housing needs. Too many issues to fix the home or value.
455 Walker		Vacant home on the large 1554 Webster lot. Just south of 435 Walker and in disrepair. Needs exterior paint, siding issues and an older roof. Recommendation is to keep this land for future housing needs. Too many issues to fix the home or value.
467 Walker		Vacant house on the large 1554 Webster lot. Just south of 455 Walker and in disrepair. Needs exterior paint, various siding issues and an older roof. Recommendation is to keep this land for future housing needs. Too many issues to fix the home or value.

Multi Family

The Task Force felt that the properties listed below have a highest and best use in the future as multifamily. However, the current use and their contiguous nature to the University makes more sense to keep as is and not sell off. Price opinions are included for evaluation purposes only.

519 S Mountain	0.16 acres	Faculty Writing building may partially be on this lot as well.
521 S Mountain	0.14 acres	Faculty Writing Building. Good condition. Current price opinion is \$500,000. Could be used as part of a multifamily development but price opinion was based on selling off as single family dwelling.
1079 Ashland Street	0.18 acres	Rental home occupied. Current price opinion is \$450,000. Price opinion is based on selling as a single family dwelling.
495 S Mountain	0.23 acres	Parking lot. Current price opinion is approximately \$185,000 as multifamily land.
495 S Mountain	0.23 acres	Parking lot. Current price opinion is approximately \$185,000 as multifamily land.
495 S Mountain	0.23 acres	Parking lot. Current price opinion is approximately \$185,000 as multifamily land.
485 S Mountain		2.01 acres. Large Parking lot. If needed, maybe could utilize this for a large Multifamily project in conjunction with the parcels South of it. Pricing based on 20 units per acre at \$35,000 to \$40,000 a unit. Current price opinion is approximately \$1,600,000.

Other

The Task Force felt that the properties listed below have use to the University and should be held and/or look at partnerships to maximize their value. Price opinions are still listed for evaluation purposes.

1551 Webster		Rental home currently occupied. The recommendation is for the University keep this property due to its proximity to other University operations. Current price opinion is \$300,000.
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1555 Webster	Rental home currently occupied. The recommendation is for the University keep this property due to its proximity to other University operations. Current price opinion is \$400,000.	
421 Walker Avenue	Southern Oregon Head Start. The recommendation is for the University keep this property due to its proximity to other University operations. Current price opinion is \$450,000.	
Indiana/Madrone	Cascades Student Housing. Currently not occupied. The recommendation from the Task Force is for the University to keep this property. Highest and best use is multifamily and could be a great Public/Private partnership opportunity. Future Multi-generational or Affordable housing potentially. Many options. Too many variables to value at this time.	
155 Walker	3.16 acres	The Farm. Located between Science Works and the train tracks. The recommendation is for the University to keep this property due to its importance to the University and the potential to partner in other ways with Science works. The Task Force did recommend looking into carving off a portion of the lot where Science Works is that fronts E Main for potential Multifamily Public/Private partnership in the future. Current price opinion is \$1,500,000.
610 Elkader	0.48 acres	President's residence. 4 Bedroom, 4 bath. 3,587 square feet. Excellent condition. Definitely has value and highest and best use is residential. The Task Force felt that there are many intangible reasons to keep this property as part of the University as well. The recommendation is to keep. Current price opinion is approximately \$850,000.

**Southern Oregon University
Board of Trustees
Finance and Administration Committee**

RESOLUTION

Delegation of Authority for the Sale of Real Property

Whereas, Southern Oregon University (SOU), on July 1, 2015, became a university with a governing board and an independent public body;

Whereas, the State of Oregon has substantially changed its investment in Oregon universities and their ability to obtain funding for capital construction during the last decade;

Whereas, SOU has experienced a shift in student population over the past decade, including a significant number of students taking online courses that do not require the same level of academic facilities;

Whereas, upon an evaluation of current real estate owned by SOU, it has determined that there are specific properties in the university's portfolio that have no near-term or long-term revenue-generating plans to be used by the university;

Whereas, the university is facing a one-time revenue downturn related to the failure of the Federal Government's Free Application for Federal Student Aid (FAFSA) systems update, which has adversely impacted our ability to recruit new students;

Whereas, SOU has the lowest financial reserves of any university in the State of Oregon and has less than twenty-five days of operating expenses, which places the SOU in an insecure financial condition;

Whereas, Oregon Revised Statute 352.113 (2) provides that the Board of Trustees may authorize the disposal of real property; and

Whereas, the Board of Trustees may delegate the disposal of real property to the President of the University or his designee in accordance with the Bylaws and Board Statement on the Delegation of Authority;

Now, therefore, the Finance and Administration Committee of the Board of Trustees of Southern Oregon University recommends the Board of Trustees approve the following:

1. Resolved, the Board of Trustees authorizes the President or his designee to dispose of and sell for the financial benefit of the university the properties listed in Attachment A to this resolution;

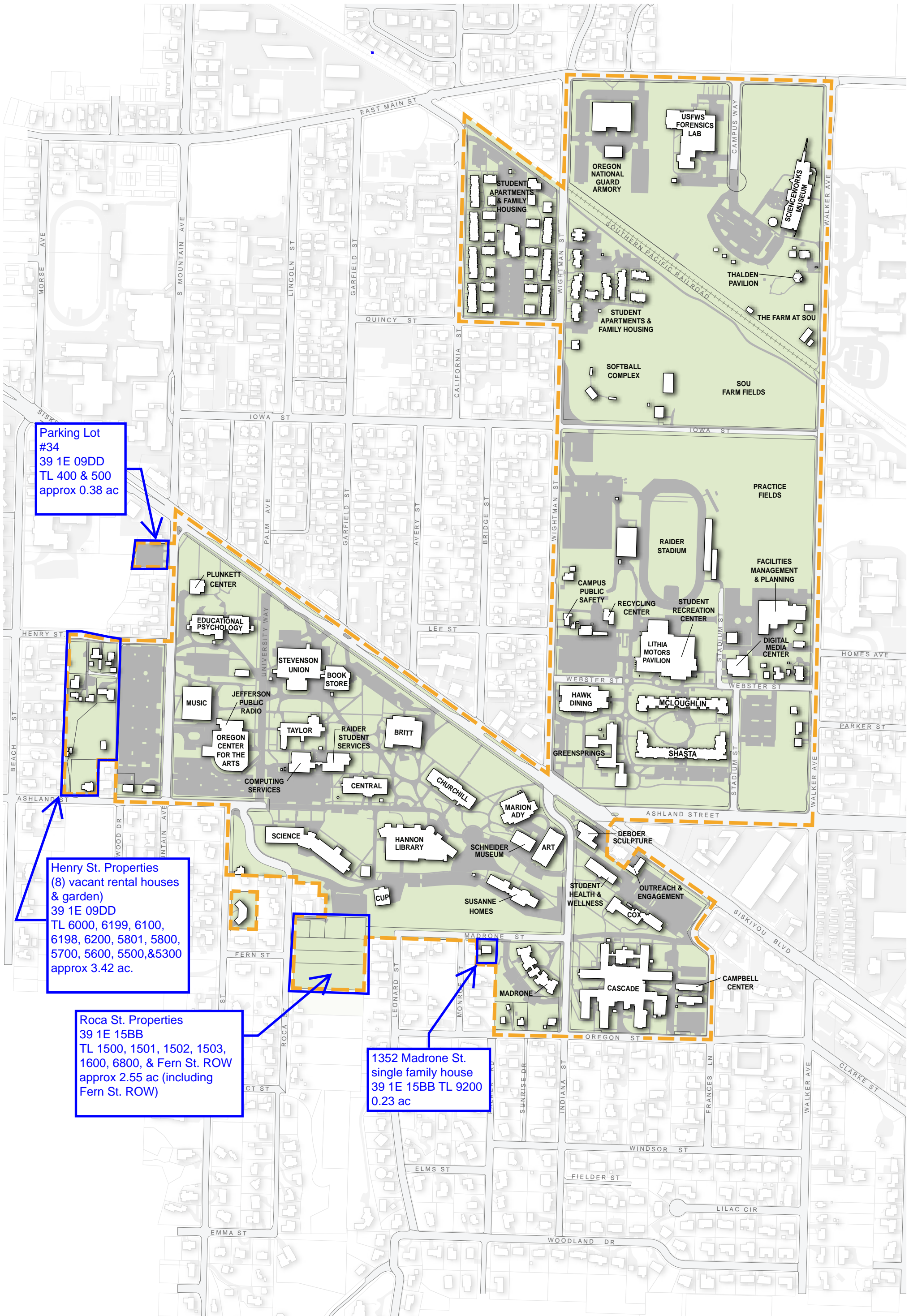
2. Be it further resolved that the President or his designee is authorized to negotiate and enter into transactions they believe will be in the best interests of the university in disposing of properties in Attachment A;
3. Be it further resolved that the President or his designee may take all necessary direct, indirect, and ancillary actions necessary to facilitate the sale of the property, including but not limited to working with the City of Ashland, Jackson County, and any neighboring or impacted landowners regarding land use designations, property line adjustments, and property vacations that may be required to facilitate a sales transaction; and
4. It is further resolved that any proceeds generated by the sale of the properties listed in Attachment A may be used only to close a current year budget gap of any budget approved by the Board of Trustees; for the university's ending fund balance reserves, or for any short-term or one-time expenditure deemed necessary by both the university and the Board of Trustees.

VOTE:

DATE: October ____, 2024

Recorded by,

Sabrina Prud'homme,
University Board Secretary



	ADDRESS	TAX LOT	ACCOUNT #	ACREAGE
<u>PARKING LOT #34</u>				
Parking Lot #34	S Mountain Avenue	391E09DD 400	1-007530-1	0.20
Parking Lot #34	349 S Mountain Ave	391E09DD 500	1-007531-9	0.18
Total Parking Lot #34 Acreage				0.38

HENRY STREET PROPERTIES

Single Family Home (Rental)	1049 Ashland St	391E09DD 5300	1-007579-8	0.46
Vacant (Garden)	Ashland St	391E09DD 5500	1-007581-1	1.08
Vacant (Garden)	Beach St	391E09DD 5600	1-007582-0	0.46
Single Family Home	1060 Henry St	391E09DD 5700	1-007583-8	0.24
Single Family Home	1040 Henry St	391E09DD 5800	1-007584-6	0.33
Single Family Home	1038 Henry St	391E09DD 5801	1-007585-2	0.14
Vacant Lot	1038 Henry St	391E09DD 6000	1-007587-9	0.28
Single Family Home	1056 Henry St	391E09DD 6100	1-007589-5	0.19
Right of Way	Henry St	391E09DD 6198	1-098869-0	0.01
Right of Way	Henry St	391E09DD 6199	1-098868-9	0.03
Single Family Home	1066 Henry St	391E09DD 6200	1-007590-1	0.22
Total Henry Street Acreage				3.44

ROCA STREET PROPERTIES

Vacant Lot	630 Roca St	391E15BB 1500	1-008887-0	0.22
Vacant Lot	620 Roca St	391E15BB 1501	1-082901-6	0.13
Vacant Lot	624 Roca St	391E15BB 1502	1-082902-4	0.16
Vacant Lot	628 Roca St	391E15BB 1503	1-082903-2	0.25
Vacant Lot	Fern St	391E15BB 1600	1-008888-8	0.45
Vacant Lot	648 Roca St	391E15BB 6800	1-008938-1	0.89
Total Roca Street Acreage				2.10

1352 MADRONE

Single Family Home (Rental)	1352 Madrone	391E15BB 9200	1-008962-4	0.23
Total Madrone Street Acreage				0.23

Core Information System Replacement (CISR) Project Update

WorkdayStudent



Workday Student

Faculty

- Rosters, waitlists, grades

Students

- Registration, planning, payments, transcripts, services

Advisors

- Progress monitoring, academic planning, degree audits

Staff

- Records, financial transactions, monitor progress

Workday Student Work Teams

Admissions	Applications, transfer credit assignment, testing policies
Academic Foundations	Programs of study, academic policies, residency, course articulation
Curriculum & Advising	Curricula, advising, degree plans, course scheduling, catalog
Financial Aid	Need evaluation, grant awards, scholarships, compliance
Student Financials	Student fees, late fees, course charges, payment plans
Records	Grades, class standing, transfer credit processing, transcripts

Workday Student Work Teams

Integration	Data transfer to related systems (Moodle, Bookstore, catalog, etc.)
Data Conversion	Converting Banner data to Workday
Reporting	Report design for internal and external audiences
Security	Data access permissions for variety of campus roles
Change Management	Communication, campus readiness, training, user support

Project Timeline

June 2024-Aug. 2025

Building & Testing

Sept. 2025

Recruiting Live for Fall 2026

Sept. 2025-March 2026

Testing

April 2026

Workday Live for Fall 2026

Sept. 2026

All Systems Live!

June 2027

Banner Contract Expires

Cohorts

- Replace attribute codes to identify special populations
- 45 types already identified (Acc Bacc, Honors, TRIO, special residency, etc.)

Engagements

- Standard communication for academic events and reminders
- Consistent messaging in one channel

Admissions

- Modernized application portal with integrated payment and real-time view of admission status
- Automated admission for youth programs

Student Financials

- View all charges in one screen
- Batch charge adjustments for special populations (e.g., staff rates)

Academic Foundations

- Streamlined programs of study, special programs managed by cohorts
- Premajors eliminated, interests tracked with tags

Integration, above all!

Process	Banner	Workday
Merit Awards	Manual eligibility checks	Automated eligibility checks
Award Loading	15-20 steps (1-2 hours daily)	Few steps (minutes)
Communication	Manually generated	Automated, in one place
Overaward Reporting	Takes days	Synched nightly
Summer Aid	Generated in 2 -3 weeks	Automated packaging
Loan and Pell Rejections	Reviewed individually	Reported daily
Private Loans	Manually entered	Automated
Waivers	Manually calculated/applied	Automated
Grants/Scholarships	Entered individually	Uploaded in batches



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2025-2026 Committee Meeting Schedule (Action)

SOU Board of Trustees
2025-2026 Board and Committee Meeting Schedule

MEETING	Academic and Student Affairs	Finance and Administration	Executive, Audit, and Governance	Board of Trustees
DAY	Third Thursdays (Unless Otherwise Indicated)	Third Thursdays (Unless Otherwise Indicated)	Third Fridays	Third Fridays
FREQUENCY	Four Times Per Year	Six Times Per Year	Four Times Per Year	Five Times Per Year
TIME	12:00-3:30 p.m.	5:00-7:00 p.m.	9:30-11:30 a.m.	12:00-5:00 p.m.
	January 16, 2025	January 16, 2025	January 17, 2025	January 17, 2025
		March 20, 2025 (Budget Focus)		
	April 17, 2025	April 17, 2025	April 18, 2025	April 18, 2025
		May 16, 2025 (Budget Focus)		
	June 18, 2025*±	June 18, 2025*±	June 20, 2025*	June 20, 2025*
				Retreat September 18, 2025 September 19, 2025 All Day, Time TBD
	October 16, 2025	October 16, 2025	October 17, 2025	October 17, 2025
	January 15, 2026	January 15, 2026	January 16, 2026	January 16, 2026
		March 19, 2026 (Budget Focus)		
	April 16, 2026	April 16, 2026	April 17, 2026	April 17, 2026
		May 14, 2026 (Budget Focus)		
	June 17, 2026±	June 17, 2026±	June 18, 2026	June 18, 2026
				Retreat September 17, 2026 September 18, 2026 All Day, Time TBD
	October 15, 2026	October 15, 2026	October 16, 2026	October 16, 2026

Future Meetings

Adjournment