



**Special Meeting of the
Oregon Tech Board of Trustees
Executive Committee
Sunset Room, Klamath Falls Campus
April 6, 2015
4:45pm – 5:45pm**

**Executive Committee
Minutes**

Committee Trustees Present:

Lisa Graham, Chair
Jeremy Brown

Dan Peterson
Steve Sliwa

Paul Stewart
Fred Ziari

University Staff and Faculty Present:

Chris Maples, President
Mateo Aboy, Assoc. Provost, VP for Research
Brad Burda, Provost, VP for Academic Affairs
Lita Colligan, Assoc. VP for Strategic Partnerships and Government Relations
Sandra Fox, Board Secretary
Paul Rowan, Assoc. VP of Information Technology Services, Chief Information Officer
Mary Ann Zemke, VP for Finance and Administration

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

Chair Graham called the meeting to order at 4:45pm. The secretary called roll and a quorum was declared.

2. Consent Agenda

No items

3. Action Items

3.1 Creation of a Committee Charter and Recommendation to Board to Approve Committee Charter

Provost Burda walked the Committee members through the proposed charter.

Trustee Brown motioned to recommend approval of the Executive Committee Charter to the board. **Trustee Stewart** seconded.

Proposed additional responsibility #5: To assist the board chair in delegating board concerns as action items to the appropriate committees.

Discussion regarding the proposed responsibility #4: To assess the performance of the Board and member trustees. Proposal to add “assure” to the responsibility. Responsibility would read: Assessing and assuring the performance of the Board and the member trustees.

Discussion regarding responsibility #1: To identify expertise needed by the Board and communicating with the Governor's office about the nomination of future trustees.

Consensus, no proposed amendment.

Suggestion to stagger terms of the trustees to avoid a complete turnover of trustees at one time.

Chair Graham asked that the trustees look at what tactical items would fall under the items identified as the Committee's responsibilities in the Charter for discussion at the next meeting.

Discussion that the Executive Committee could manage and assess the strategic plan of the University and report back to the full Board; regarding the need and importance to include the full board; and that the task should be delegated from the full board.

Proposal to add responsibility #6: To provide periodic monitoring of the board approved strategic plan.

Trustee Sliwa moved to amend the original motion to recommend approval of the Executive Committee charter to the Board with the amendment to responsibility #4 and the addition of responsibilities #5 and #6 as discussed. Trustee Ziari seconded the motion. With all Trustees present voting aye, the motion passed unanimously.

3.2 Recommendation to Board to Approve a Resolution Authorizing the Chair to Approve the President's Oregon University Employment Agreement

Chair Graham explained the President's contract with OUS expires June 30, 2015, if OUS renews the contract the Board inherits it on July 1, 2015. **Chair Graham** and **Vice-Chair Sliwa** worked with OUS on the contract details which include a housing allowance if the President vacates university housing, an increase in the monthly vehicle allowance, and no change to the salary. OSBHE will consider the contract on Friday, April 10, 2015.

Consensus for the committee to look at the agreement and comparable salaries in September and review the evaluation process. Discussion regarding term length; one year versus standard two-year term for smaller universities.

Trustee Stewart left the meeting at 5:33pm.

Trustee Brown motioned to recommend the board approve a resolution authorizing the Chair to approve the President's Oregon University employment agreement. **Trustee Sliwa** seconded. **With all Trustees present voting aye, the motion passed unanimously.**

4. Discussion Items

4.1 Board Evaluation Process

Provost Burda walked the committee through the draft handouts (on record) and the factors being considered by HECC. Discussion regarding the collection of appropriate data; and the need to align the key performance indicators with other funding sources.

4.2 Mission Alignment

Provost Burda walked the committee through the draft handouts (on record); addressing the Mission Statement, four core themes (applied degree programs, student and graduate success, statewide educational opportunities, and public service) and three strategic priorities (establish and sustain effective self-governance, expand access and success for Oregon students, and create new applied degree programs that are responsive to industry and student demand). He explained the proposed process/timeline.

Consensus to bring this back in July for review.

5. Adjournment

With no further business proposed, the meeting was adjourned at 5:45p.m.

Respectfully submitted,



Sandra Fox
Board Secretary