
MINUTES

Trustees Present:

Lisa Graham, Chair
Steve Sliwa, Vice Chair
Jeremy Brown
Bill Goloski

Jessica Gomez
Kathleen Hill
Jill Mason
Kelley Minty Morris

Celia Núñez
Dan Peterson
Paul Stewart
Fred Ziari

Other Trustees Present:**University Staff and Faculty Present:**

Lita Colligan, AVP Strategic Partnerships
Erin Foley, VP of Student Affairs/Dean of Students
Jay Kenton, Interim VP Finance and Administration
Laura McKinney, VP Wilsonville
Michelle Meyer, Director Business Affairs
Tracy Ricketts, AVP Development and Alumni Relations
Paul Rowan, AVP Information Technology Services/CIO
Di Saunders, AVP Communications and Public Affairs

Others Present:

Bill Gerry, Boeing

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

Chair Graham called the meeting to order at 8:05am. The Secretary called roll and a quorum was declared.

2. Reports**2.1 Finance and Facilities Committee**

Vice Chair Sliwa stated the F&F committee met on May 4, 2016 and selected an external auditor, CliftenLarsenAllen; recommended Board approval to retroactively approve corrected 2015-16 mandatory fee schedule for Wilsonville students; heard information regarding the OHSU/SLMC/OIT rural health center; endorsed the Oregon Manufacturing Innovation Center (OMIC) project and worked with staff to draft a resolution for the Board's consideration; reviewed proposed capital facilities projects including an update on the Cornett/Center for Excellence in Engineering and Technology;

discussed internal audit options of hiring out or handling internally; reviewed the proposed administration delegation strategy; received an update on the budget and viewed a forecasting model which will be available monthly and at board meetings; and heard a status update on the search for VP of Finance and Administration.

2.2 Executive Committee

Chair Graham gave an overview of the Executive Committee held May 5, 2016. The Committee chose the search firm Witt/Kieffer for the presidential search firm, discussed the need to have an adequate pool of candidates, and authorized staff to issue a Notice of Intent and to enter into a contract with the chosen firm. The committee also discussed the proposed slate of members to serve on the search committee and made a recommendation to the Board. The Chair gave an update on the presidential transition plan and will bring the agreed upon plan to the Executive Committee for approval.

3. Consent Agenda

3.1 Approval of Minutes from March 18, 2016 Meeting

3.2 Approval of Corrected 2015-16 Mandatory Fee Schedule for Wilsonville

Trustee Minty Morris moved to approve the consent agenda. **Trustee Gomez** seconded the motion. With all Trustees present voting aye, the motion passed unanimously.

4. Action Items

4.1 Recommendation to Approve a Resolution Appointing Dr. Jay D. Kenton as Interim President and Authorizing the Board Chair to Negotiate Appropriate Terms and Conditions for Interim President Employment

Chair Graham stated the executive committee met April 13, 2016 and recommended the Board appoint Dr. Kenton to the interim president position. **Board Secretary** read the 'whereases' of the proposed resolution.

Trustee Stewart moved to approve the resolution appointing Dr. Jay D. Kenton as Interim President and authorizing the Board Chair to sign the employment contract.

Confirmation that the travel expenses for the interim president will be calculated out of Corvallis as Dr. Kenton proposes his residence be his main work site.

Vice-Chair Sliwa stated that the process of the executive committee identifying a candidate worked well and allowed trustees time to obtain feedback on the proposed appointment. **Trustee Peterson** stated the interactions between Dr. Kenton and individuals and groups on campus have been positive, appreciated and are creating trust; many faculty are impressed by his decision making regarding finances on campus. **Trustee Goloski** appreciated the commitment of Dr. Kenton towards transparency and accountability; he has heard only positive comments.

With all trustees present voting aye, the motion passed unanimously.

4.2 Recommendation to Establish and Appoint Members to the Presidential Search Committee (8:37am)

Trustee Minty Morris stated the slate of members proposed for the search committee is very comprehensive and acknowledged that she looked for participants with new voices, perspectives, and varying backgrounds. She read the names on the proposed list. **Chair Graham** added the board is required to have an Oregon Public University President serve on the presidential search and to work with the Governor's office. **Trustee Minty Morris** addressed the differences in the proposed list before the board as compared with that of the list brought to the Executive Committee for consideration yesterday; some of the names recommended were removed based on feedback received, and additional university voices were added. She walked through the proposed slate of members and the matrix.

Chair Graham feels the list captures the key voices but we need to keep in mind the size of the committee; input from stakeholder groups can be acquired through various means during the process. Discussion on the various means to request input and the need to avoid a quorum of Trustees.

Secretary Fox read the Proposed Charge:

The Board of Trustees ("the Board") of the Oregon Institute of Technology ("the University") has created a Presidential Search Committee ("the Committee") to conduct a search for the University's next president who should be available to assume the position as soon as practical but no later than by November 1, 2017. The Board directs the Committee to conduct the search in the manner set forth in this Charge for the purpose of advising the Board on the exercise of its responsibility under ORS 352.096 for appointing the president. The Committee shall dissolve upon the successful completion of the search and election of a president, or sooner if dissolved consistent with board policies).

The Committee shall work with search consultants to conduct an open and inclusive nationwide search which will identify a highly qualified and diverse candidate pool. The Committee shall gather input on a position advertisement, institutional profile and other suitable search materials which shall include a description of the leadership opportunity; the University and its mission; and the desired attributes and qualifications for the next president. Candidates shall be assessed according to the specifications of the position profile, their understanding of and commitment to the University's mission, and other qualifications.

After establishing a candidate pool, the Committee shall identify a body of qualified applicants to be invited for initial interviews, from which the Committee shall identify a limited number of qualified candidates for campus visits. The Committee shall then develop a process by which feedback can be collected from key stakeholder groups on the Klamath Falls and Wilsonville campuses. After assessment of the

feedback from the campus visits the Committee shall recommend one or more finalists to the Board.

The Committee and each of its members shall act in the best overall interests of the University, rather than on behalf of any specific constituency. The Committee shall seek input from a broad representation of the University community, including students, faculty, staff, alumni, and others, as appropriate. The Committee shall be authorized to take such actions as are reasonably necessary to advance the presidential search process consistent with this Charge.

Throughout the search, the Committee shall strive to make the process as transparent as possible but consistent with the standard of confidentiality necessary to attract the best candidates. Accordingly, the Committee shall commit to complete confidentiality as to the names of the candidates, the nature of the committee's deliberations, and the details pertaining to the selection.

The Committee, through Chair Kelley Minty Morris, shall report to the Board on the search's progress at milestones, and the chair of the Board of Trustees, Dr. Lisa Graham, will provide updates to the University community as appropriate.

Trustee Sliwa moved to establish and appoint the following members to the presidential search committee and approve the charge to the committee:

Dianne Appell	Paul Stewart
Allison Brosterhous	Dr. Wangping Sun
Dr. Jeremy Brown	Dr. David Thaemert
John Davis	Dee Thompson
Kristen Marsters	Bob Wynne
Laura McKinney	Ruth Young
SophiaLyn Nathenson	University President to be named
Celia Núñez	

Trustee Ziari seconded the motion.

Trustee Peterson stated that one of the groups missing is the unclassified staff. **Trustee Goloski** stated that there will be time to obtain input from the various groups that might not be represented now on the proposed committee.

With all Trustees present voting aye, the motion passed unanimously.

Trustee Sliwa moved to authorize Search Chair Minty Morris to backfill vacant positions, in consultation with the Board Chair. Trustee Gomez seconded the motion. With all trustees present voting aye, the motion passed unanimously.

4.3 Oregon Tech Participation in the Oregon Manufacturing Innovation Center (OMIC)

VP McKinney outlined the opportunity for Oregon Tech to participate in the purchase of property to support the research and development associated with the Oregon Manufacturing Innovation Center project. She introduced **Bill Gerry**, Boeing Co, who represents Boeing's research and technology in Seattle. **Mr. Gerry** explained the background and components of the project, the partnerships and resources, and the importance of the location of the property proposed for purchase.

Trustee Sliwa moved to approve Resolution 16-3 authorizing staff to develop and execute a purchase agreement with contingencies for the Jersey building and property in Scapoose, Oregon as part of the Oregon Manufacturing Innovation Center project. Trustee Gomez seconded the motion.

Trustee Sliwa explained the contingencies proposed with the draft purchase agreement.

Trustee Peterson voiced concern about the distance between Wilsonville and Scapoose and the accessibility for students and staff. **VP McKinney** explained the proposal supports the hub and spoke model/strategy of the campus to make Oregon Tech's programs accessible to the Portland Metro area; and stated the Wilsonville campus does not have adequate space to accommodate the need of this project. **Mr. Gerry** stated knowledge transfer is extremely important from the industry perspective and is necessary to work on the machinery that is used in the industry.

Discussion regarding contingencies, the effect this project could have on other projects, the ability to purchase vacant land and build, the effect on and requirements of faculty.

Trustee Gomez stated that she sits on the Oregon Business Council which is supportive of the project regardless of who owns the property.

With all Trustees present voting aye, the motion passed unanimously.

5. **Discussion** - none
6. **Other Business/New Business** - none
7. **Public Comment** - none
8. **Adjournment**
Meeting adjourned at 9:52a.m.

Respectfully submitted,



Sandra Fox
Board Secretary