



The Board of Trustees of Oregon State University

Meeting of the Executive & Audit Committee

June 2, 2016

Horizon Room, Memorial Union, OSU
Corvallis, Oregon

MINUTES

Committee Members Present: Pat Reser (*chair*), Rani Borkar, Darry Callahan (*vice chair*), Paul Kelly, Ed Ray (*ex officio*), and Kirk Schueler

Other Trustees Present: Mike Bailey, Mark Baldwin (*by phone*), Patty Bedient, Michele Longo Eder, and Brett Morgan

University Faculty and Staff Present: Ron Adams, Angela Batista, Susie Brubaker-Cole, Steve Clark, Debbie Colbert, Becca Gose, Mike Green, Kate Halischak (*President, Faculty Senate*), Mark Huey, Julee Otter, Sabah Randhawa, Cindy Sagers, Clay Simmons, Patricia Snopkowski, and Marcia Stuart

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

Committee Chair Pat Reser called the meeting to order at 8:04 a.m., asked the assistant board secretary to call the roll, and noted a quorum.

2. Consent Agenda

a. Minutes of the March 30, 2016 Executive & Audit Committee Meeting

b. 2017 Board Calendar

A motion was made and seconded to approve the items on the consent agenda. The motion carried.

3. Action Item

a. Office of Audit Services June 2016 Quarterly Report

Chair Reser asked Chief Audit Executive Patti Snopkowski to report on the activities of the Office of Audit Services (OAS) since the last Committee meeting in March. Snopkowski reported that OAS had issued two reports, athletics compliance and capital assets inventory process. Regarding athletics compliance, Snopkowski said that as a best practice, NCAA Division 1 schools like Oregon State conduct an annual audit of their athletics compliance function to reduce the risks associated with non-compliance. She reported that OAS had made recommendations to improve control over education, procedures, and monitoring in several NCAA compliance areas. OAS will conduct a follow-up review in the fall. Regarding the capital assets inventory process, the purpose of the audit was to determine whether the process ensures adequate safeguarding of assets and accurate financial reporting. Snopkowski reported that OAS made recommendations about the notification and escalation process for missing assets and about improvements in communication and training on requirements and expectations.

TAB A

Snopkowski reminded the Committee that OAS is currently engaged in two audits, the University's environmental health and safety program and the student health center. Outcomes from those audits will be reported in the fall.

Snopkowski reported on other OAS activities. She said the office continues to review and improve its manuals and processes. She also said that the office will be the focus of an audit in late September, noting that an audit of the auditors is a best practice. In other matters, Snopkowski said that the Executive & Audit Committee will receive a completed table of the University Risk Management 2016 Priorities at its October meeting. Each risk has been assigned to a Board committee to provide oversight on risk mitigation efforts. The table will include actions to reduce risks, benchmarks to measure performance, and individuals or offices responsible for verifying the work.

Following the report and additional discussion, a motion was made and seconded to approve the Office of Audit Services June 2016 Quarterly Audit Report. The motion carried.

4. Education/Discussion Items

a. FY2016 Presidential Comprehensive Assessment Update

Reser provided an update on the FY2016 comprehensive presidential performance assessment. She reminded trustees that the assessment's purpose is to add value to President's performance by noting areas of strength and possible improvement. She said that 30 individuals who interact regularly with President Ray have been identified for one-on-one interviews and that others would be contacted to complete an online survey. The consultant will prepare a high-level summary of all comments she receives and will provide the summary to the Board Officers. The Officers will meet with President Ray to review the results of the interviews and survey. Board Secretary Debbie Colbert provided an update on assessment process, reporting that it is on track.

b. Development of a Presidential Selection Policy

Reser said that the purpose of developing a presidential selection policy is to provide the Board and the University community with a clear sense of how the Board would conduct a selection process. She noted that the Board is fortunate to be developing the process while President Ray is in office, rather than in the midst of a presidential vacancy. Reser noted that a well-structured process will engage the university community to help Oregon State not only identify its next leader but also learn about the various needs and aspirations the community has. Trustees discussed the importance of hiring a search consultant who is familiar with both the best possible candidates and with our culture. Trustee Patty Bedient highlighted the transparency of the policy development process and encouraged that transparency to continue. Trustee Mike Bailey said that the Faculty Senate's Administrative Appointments Committee could serve as a resource as the selection policy is developed.

Trustees also discussed the role of confidentiality in the search process and finalists' engagement with the public when they are brought to campus. Trustee Michele Longo Eder asked how the selection process for an interim president would proceed. President Ray said that it is typical for the provost to assume leadership of a university when a president steps down, travels out of the country, is ill, or is otherwise unable to serve. He said that he was confident the provost could maintain the functions of the university until an interim was selected, if necessary. Colbert said that following this discussion, staff will

develop draft presidential selection guidelines for consideration at the next meeting of the Committee.

c. Naming Practices for Major Organizational and Academic Units

Reser asked Vice President for University Relations and Marketing Steve Clark to describe the University's naming practices for buildings, major organizational units and academic units. Clark noted that the naming of University buildings, landmarks and academic units represents an opportunity to honor the University's history and acknowledge individuals or organizations whose contributions have special significance to Oregon State. Clark said that the naming or re-naming of buildings and places at OSU are, by policy, guided by the University Architectural Naming Committee. The committee recommends names to the President, who has authority for naming or re-naming any building, street, or other structure or landmark managed and owned by the University. Trustee Bailey recommended that a faculty member be appointed to the Committee. Clark said that both a faculty member and a staff member would be appointed.

Clark noted that the committee is currently reviewing its naming criteria to ensure past and future naming practices reflect the inclusive vision for Oregon State. He noted that there have been requests from faculty and students to re-name some University buildings. Clark also noted that this review is currently underway and offered to provide a status report to Interim Chief Diversity Officer Angela Batista and Associated Students of Oregon State University (ASOSU) President Rachel Grisham on what the committee is doing, what it has found, and what it proposes to do, moving forward.

Trustees discussed their role in the naming process and recommended that the President continue to have the authority to name or re-name any building, street, other structure or landmark, and, in consultation with the Board Officers and, when the Officers advise, the Executive & Audit Committee, major organizational and academic units.

5. Adjournment

With no further business proposed, Chair Reser adjourned the meeting at 9:33 a.m.

Respectfully submitted,

Mark C. Huey
Assistant Board Secretary