



EASTERN OREGON  
UNIVERSITY

Board of Trustees

**Regular Meeting of the Governance Committee**

**Board of Trustees**

**November 4th, 2015**

**11:00 a.m. – 1:00 p.m.**

**Ackerman Alumni Room, 208**

**Eastern Oregon University**

**La Grande, Oregon**

**(Conference Call)**

**Minutes**

**Trustees Present:** Jer Pratton, Ray Brown, Holly Kerfoot (phone), Bill Johnson (phone), Bobbie Conner (phone 11:06 a.m.), David Nelson (phone), and Tom Insko (Ex Officio).

**University Staff Present:** Chris Burford, Tim Seydel, and Heidi Tilicki

**Announcements:** Committee Chair Bill Johnson, welcomed Board Chair David Nelson to say a few words. Chair Nelson said he is willing to do some work with the state legislature on behalf of the board. He thanked the committee for their work and left the conference call.

Trustee Ray Brown noted that President Insko has initiated the Provost search and the feedback from the campus has been very positive.

**Consent Items:** Chair Johnson asked if there were any comments on the minutes. As there were none, the minutes were passed by consent.

**Governance Committee Work Plan:** Trustee Bobbie Conner asked that the work plan show repetitive annual items that the board would review. Trustee Pratton noted that a work plan may indeed vary from year to year. A conversation began about dates for future committee meetings. Trustee Conner and Johnson liked the idea of having some committee meetings during campus events. Chair Johnson asked Secretary Burford to take this document back for further review with the committee staff and present it at the next meeting.

**Establish Formal Evaluation Process/Procedure for Presidential Evaluation:** Secretary Burford noted that it is important to have the president involved in this process early on. President Insko would like a process with no surprises. He encouraged a process where he would sit down with an executive committee and initially go over the evaluation. These would be confidential so board members and the president can engage in depth. The president would also like to give 365 degree feedback towards the process to identify competency development. In a confidential setting, there would be no secrets and it would be a safe place to discuss leadership performance. Chair Johnson asked Trustee Pratton to walk the committee through the draft document. The process will be kept confidential until the board chooses to make a public comment on it.

Trustee Pratton noted that the dates of the President's contract should be consistent with the evaluation. He does not like a rating system because of the lack of tangible feedback. The committee deliberated over how formalized the process would be for getting feedback from the shared governance committees. Trustee Johnson noted that short term feedback does not need to be so formalized. Ultimately, the board is making the assessment for the president.

Secretary Burford noted that the board chair must give a notice of 6 months prior the end of the president's term, for an evaluation which would be December 31, 2016. The board must present a formal evaluation and must reaffirm the contract. Chair Johnson recommended pushing up the deadline 4-6 months sooner. Trustee Conner asked how the board can jump on opportunities to give feedback to the president prior to the evaluation, so some things will not linger until the actual evaluation process. Trustee Pratton responded that we should have some periodic informal review process that will guide the direction of the president. President Insko noted he thinks there is value in meeting with one other board member as needed for informal discussion. Trustee Conner asked what happens when the board does not follow up and perform the way the board was asked by the president.

Secretary Burford will make edits and make a draft. The mission statement of EOU might be added in the assessment.

**Board Advocacy Plan:** Chair Johnson invited Vice President Tim Seydel to give an overview of the board advocacy plan. Vice President Seydel briefly gave an overview and asked what engagement role the board envisions for themselves. The governance committee may create a statement defining what the board culture would be and present it to the board. Trustee Pratton noted that, as far as board culture goes, he would like to have an informal meeting with faculty at some point. Chair Johnson asked if the board needs a statement on production and engagement.

**Review of board culture, rituals, and traditions:** Secretary Burford noted one aspect of board culture is how board meetings should run. Do we want to have a meet-and-greet before the board meeting? How do we incorporate the life of the institution into the life of the board? The board members would like some time to reflect on this. Trustee Holly Kerfoot would like to

have the board set goals. Chair Johnson suggested that we set up a document that outlines the breadth of engagement expected of board members. Secretary Burford clarified that this would focus on talking points and conversations we want our board members to engage with community members. Trustee Conner noted that recognizing a faculty, staff or student that has performed well at a board meeting might be a good idea.

**Board Calendar:** A board calendar listing the dates of board meetings and important campus events will be updated and sent out to the entire board.

**Plan for board retreat:** The board retreat will not be finalized for this meeting. Staff members will deliberate further and bring this topic back at the next meeting.

**Staggering board terms:** Vice President Tim Seydel noted that this issue can be addressed with the Governor's office hopefully at the next legislative session. This committee does need to address the process for reappointment especially for the terms that will expire in 2016.

**The use of personal email accounts by board members:** For the time being, board members will continue to receive emails to their preferred and EOU email addresses until a policy is implemented. EOU staff will also consider a way to prevent university staff from using trustee email addresses instead of EOU staff ones.

Chair Johnson thanked Trustee Pratton for his work on the draft. With no further business the meeting was adjourned at 1:12 p.m.

Respectfully submitted,

Heidi Tilicki