



**MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE
OF THE BOARD OF TRUSTEES OF EASTERN OREGON UNIVERSITY
April 3, 2015, 1 p.m.- 3 p.m.
Hoke Union Building, Room 301**

Board Members:

Present: Richard Chaves, Tom Insko, Abel Mendoza, Ray Brown, Bill Johnson and Jay Kenton (joined meeting late)

Absent: Holly Kerfoot

Quorum present: Yes

Others Present:

Lara Moore, Sue Cain and Teresa Carson-Mastrude

Proceedings:

Meeting called to order at 1:00 p.m. by Acting Chair, Richard Chaves

Announcements:

Committee Chair Chaves thanked the group for serving and noted the importance of this committee moving forward.

Discussion:

EOU Legal Counsel, Chris Burford, discussed with the group the pros/cons of appointing a Vice-Chair, and what method to use to do so. The committee agreed that the committee Chair should appoint the Vice-Chair, after conferring with individuals about their availability. This will be added to the next agenda.

Orientation:

Lara Moore gave a brief overview of offices within her department and the work they are responsible for. Also discussed was role of this committee and the information/and timing of reports that will be shared with them.

Action Items:

Review of Proposed Committee Charter – The committee had brief discussion regarding the charter. The committee members will review the document and be prepared for discussion/approval at the next meeting.

Review of Proposed Work Plan – The Work Plan was discussed by the committee. It was noted items can be added as necessary. The committee members will review the document and be prepared for discussion/approval at the next meeting.

Discussion with EOU Interim President Jay Kenton:

President Kenton discussed the committee's role and the need to look forward regarding budgeting matters. The group discussed President Kenton's tuition recommendation and student reaction to the proposed increase.

Items for Next (or Upcoming) Meeting's Agenda:

Vice Chair Appointment

Charter Review/Approval

Budget Book (Lara to send to committee)

Strategic Plans for IT and Facilities (upcoming meetings?)

Proposed budget

Meeting adjourned at 3:00 p.m.

Minutes submitted by Teresa Carson-Mastrude