



UNIVERSITY OF OREGON

**Board of Trustees of the University of Oregon**  
**Executive and Audit Committee**  
**Meeting Minutes, February 9, 2015**

**Committee Attendance**

Chuck Lillis, Chair	Present
Peter Bragdon	Present
Allyn Ford	Present
Ross Kari	Present
Ginevra Ralph	Present
Mary Wilcox	Present

**Convening**

The Board of Trustees of the University of Oregon's Executive and Audit Committee (EAC) met via teleconference on February 9, 2015. The teleconference was broadcast in the Ford Alumni Center on the UO campus for the public. The meeting was called to order at 3:01 PM by Board and Committee Chair Chuck Lillis. The Secretary took roll; all members were present and a quorum was verified.

**Food Service Vendor Leases**

Laurie Woodward, director of the Erb Memorial Union (EMU) provided the Committee with an overview of the food service plan the newly renovated EMU. It was clarified that the contracts are currently being drafted by Purchasing and Contracting Services (PCS), and that the Board resolution addressed granting authority to the President (or his designee) to complete the contracting process and execution. Trustee Ross Kari asked a question regarding pricing of leases and price escalation built into the contracts. Woodward noted that prices were determined through benchmarking against other universities and against lease rates in the Eugene area. There was no required RFP process; three-four vendors per food type were asked for a proposal, with those areas determined based on student interest. There was a discussion about Falling Sky Brewery serving beer and wine to students and trustees raised the question of possible concerns or issues relating to such service. Chair Lillis reiterated that Board members are concerned about excessive alcohol on campus and want staff to remain focused on these issues. In response to a question about diversity of food service offerings, it was clarified that there will be other vendors beyond the four before the Board to help meet diverse demand.

*Action: The resolution was moved by Ross Kari and seconded by Peter Bragdon. The resolution passed by a voice vote with no dissention.*

**Engagement of an External Auditor**

Chief Auditor Brenda Muirhead reviewed the process for the selection of an external auditor, drawing attention to the materials in the board packet. Trustee Kari noted that he spoke with the selected candidate and came away impressed with the selection. Trustee Allyn Ford asked whether there would be any conflict of interest with the selected firm if, for example, the firm also audited other Oregon institutions. Vice President for Finance and Administration and CFO Jamie Moffitt indicated that there was no concern of conflicts and that the vendor's prior experience with the Oregon University System could be beneficial.

*Action: The resolution was moved by Ross Kari and seconded by Mary Wilcox. The resolution passed by a voice vote with no dissention.*

### **Softball Stadium Project Approval**

Associate Vice President for Campus Planning and Real Estate Chris Ramey provided the Committee with an overview of the softball stadium project, including intended uses, the location, the overall fit with other academic buildings, and financing. He reiterated that a lead gift is in hand to cover \$10,000,000 of the proposed \$16,500,000 budget. Ramey informed the Committee that the timeline for the project is aggressive, but fits between scheduling needs pertaining to the team's activities. Moffitt noted that this project was included in the overall strategic framework process for physical campus planning. Chair Lillis asked whether the comprehensive assessment of where the UO might need additional academic facilities is largely yet completed. Ramey noted that the discussion is in the early phase; Moffitt added that the overall planning process is slated to go for approximately one more year. Ramey clarified, following a question from Trustee Mary Wilcox, that the project overview presented to trustees is based on the \$16.5M budget. Ramey also addressed a question from Trustee Kurt Willcox regarding the Howe Field gates, noting that the plan is to leave the gates in place so they can become an opening into a public use space.

*Action: The resolution was moved by Mary Wilcox and seconded by Ross Kari. The resolution passed by a voice vote with no dissention.*

### **Employee Agreements**

President Coltrane discussed the terms of a proposed contract for Director of Intercollegiate Athletics Rob Mullens, including base salary, terms, and performance incentives. President Coltrane indicated that the UO is lucky to have Mullens as its Athletic Director as he is one of the best in the nation, and that this proposed pay structure puts him among the middle of his peers in the PAC-12. Coltrane reminded the Board that the cost of athletics contracts are born by the Athletic Department. Chair Lillis pointed the Committee to the resolution in their packets. There was no further discussion.

*Action: The resolution was moved by Peter Bragdon and seconded by Mary Wilcox. The resolution passed by a vote of 6-0.*

The Committee then turned to the proposed contract for Mark Helfrich, head coach of the intercollegiate football team. Mullens recapped the success of Helfrich's tenure as head coach and the value of this contract to the University of Oregon. Chair Lillis pointed the Committee to the resolution in their packets. There was no further discussion.

*Action: The resolution was moved by Allyn Ford and seconded by Peter Bragdon. The resolution passed by a vote of 6-0.*

### **Adjournment**

The meeting was adjourned at 3:38 p.m.