

Minutes
Ottawa University Board of Trustees
Executive Committee
October 17, 1996

Members present: Marvin Wilson (Chair), Stan Bettin, Kevin Eichner, Hal Germer, Charlene Lister, C.O. Nauman, Jim O'Dell, Justus O'Reilly, Ramon Schmidt, Patti Wolf.

Administration: Roseanne Becker, Jim Billick, Bob Duffett, Anne Mills, Jan Stone, Fred Zook.

The committee gathered for dinner at 5:30 p.m. Campus Provost Bob Duffett offered prayer. Following dinner, Marvin Wilson called the meeting to order at approximately 6:30 p.m.

Board Agenda. The agenda for the upcoming meeting of the Board was distributed. Marvin Wilson and Hal Germer led the group in reviewing the agenda for the full Board. A major portion of time will be spent Friday morning going through the five strategic imperatives from the University Strategic Plan. This will be done in much the same fashion as was done by the Executive Committee in September.

On Saturday morning there will be opportunity for small groups. The purpose of the small groups is to open up any questions or observations Board members have about the strategic imperatives. This will also be a time for the Board to focus on issues in the five imperatives and identify opportunities for trustees to be involved. The three small groups will be led by teams of two: Stan Bettin & Anne Mills, Patti Wolf and Hal Germer, Ramon Schmidt and Marvin Wilson. Kevin Eichner will lead the report back and wrap up after the small groups.

Justus O'Reilly asked about advantages of using this amount of time. Marvin Wilson responded that this would guarantee all members are informed in depth. Stan Bettin observed that the small groups allow people to feel more free to talk and ask questions.

Hal Germer explained that on Saturday morning all Board members will get to participate in 8 o'clock classes. On Friday evening the Board will dine with the visiting Malaysian students.

Kevin Eichner indicated he is working on roles and assignments for the organization of the Board for 1997.

Financial. We still do not have a completed audit. The books are closed but the audit is not finished. Changes in accounting standards, new auditors, and changes in personnel were factors in the delay.

The U.S. Department of Education review in January through March also took significant time. We received a DOE letter of findings on June 12th, and responded on July 5th. A final response was sent DOE on October 11th. Howard Fisher, the new staff person in Phoenix, now oversees financial aid practices for all centers. The consultants we have hired have been a great help, as have the new auditors. We have also secured assistance from a Washington, D.C. law firm familiar with financial aid compliance matters. That too has been of considerable help.

We will use the auditing firm to do an internal financial aid assessment. The Audit Committee met with the auditors earlier this afternoon.

Hal Germer expressed great thanks to Anne Mills for her immense over and above efforts in making appropriate responses and changes in this entire matter. He noted that Anne has sought out and used the right kinds of help. Anne Mills responded that the University situation has been considerably improved by the latest response filing.

Jim O'Dell reported that the financial aid review and associated matters had been reviewed at the Audit Committee meeting.

Anne Mills distributed a preliminary financial report through September. It shows a basically positive picture on the revenue side, except for concern about auxiliaries on campus. Phoenix is off to a fast start, and Milwaukee is better than plan.

Ministerial Housing Allowance. Anne Mills distributed a proposed resolution regarding housing allowance for two clergy employed by the University. Ramon Schmidt moved and Charlene Lister seconded the following

Resolution
Ottawa University Board of Trustees
October 17, 1996

Inasmuch as the below listed persons are ordained ministers in the employ of Ottawa University, and inasmuch as their job descriptions include functions listed by title and certain ecclesiastical functions such as preaching, administering the sacraments, and other ministerial duties, the Board of Trustees of Ottawa University hereby designates the respective amount listed for each person as housing allowance for the period of the following:

January 1, 1997, through December 31, 1997

John W. Gravley, Campus Minister \$14,400 annual allowance

and

Anticipated Closing Date on House November 1, 1996, through
December 31, 1997

Robert G. Duffett

Provost-Ottawa, Kansas Campus

\$33,040 annual allowance

The motion passed.

Anne Mills announced she will have a motion to place before the Business Affairs Committee authorizing the President and Operations Committee to take necessary actions for the possible sale of the Rockwood Drive property.

Bob Duffett reported that a student had been involved in illegally obtaining funds from the student government account. He reported the disciplinary actions taken and the new procedures in place to prevent any possible recurrence.

The North Central focus visit will be December 2 and 3, 1996.

Kevin Eichner indicated he is considering how to best use the scheduled Executive Committee time in December, and that members will receive appropriate notification.

Marvin Wilson dismissed the meeting at 7:45 p.m.

Respectfully submitted,
Charlene Lister, Secretary