AGENDA

Call to Order

Roll Call

Approval of Minutes
- Approval of February 15, 2002, Minutes 1

Action Items
- Amendments to OAR 580-021-0030 Vacations and OAR 580-021-0040 Sick Leave Plan for Academic Personnel (Permanent Rules) 9
- Recommendations of the Internal Audit Quality Assurance Review 15
- Next Steps in the Strategic Planning Process 19

Consent Items
- EOU, B.A./B.S., Biochemistry 19
- PSU, Graduate Certificate, Addictions Counseling 21
- PSU, Graduate Certificate, Marriage & Family Counseling 22
- PSU, Graduate Certificate, Real Estate Development 24
- Nomination to the Forest Research Laboratory Advisory Committee, OSU 26
- Clarification: PSU Undergraduate Admission Policy for the 2003-04 Academic Year 27

Report Item
- OUS Diversity Report 2002: An Assessment of Progress toward Enhanced Representation of Students, Faculty, and Staff of Color 28

Adjournment
Summary and Staff Report to the Board:

The Board, in its meeting on July 20, 2001, provided its approval for OIT to accept from OHSU the academic programs of Clinical Laboratory Science (CLS) and Paramedic Education (PME). While these programs, for an interim period, were offered on a joint basis, the agreement required the transfer of all employees. It was the intent of OIT and OHSU that no employees suffer adversely from this transfer. Under the Board’s rules, leave balances for transferred employees can be transferred between OUS institutions. Now that OHSU is no longer an OUS institution, a modification of the current Board rule was necessary to accomplish the desired result.

In order to effectuate the “no harm” transfer, current annual and sick leave balances had to be transferred and honored. At the October 19, 2001, Board meeting, the Board delegated authority to the Executive Committee to consider and approve temporary rules necessary to implement the Boards’ acceptance of joint programs between OHSU and OIT. Accordingly, OAR 580-021-0030 (Vacations) and OAR 580-021-0040 (Sick Leave Plan for Academic Personnel) were proposed to the Executive Committee at the November 16, 2001, meeting for minor amendment. The Executive Committee unanimously approved the temporary rule. The temporary rules were then ratified at the December 21, 2001, Board meeting. These amendments makes permanent the temporary rules previously approved.

Staff Recommendation to the System Strategic Planning Committee

Staff recommends the Board amend OAR 580-021-0030, Vacation and OAR 580-021-0040 Sick Leave Plan for Academic Personnel, as permanent rules, as follows (new language is in bold text, deleted language is bracketed):

OAR 580-021-0030 Vacations:

(1) Eligibility. Vacation means absence from work permitting rest and recreation for a specified period of time during which regular compensation continues. Unclassified employees gain vacation privileges only if employed at .50 FTE or more on a 12-month appointment.

(2) Computation. Eligible unclassified employees accrue vacation on a monthly basis, beginning the first of the month following
date of hire or on the first of the month if an employee is hired the first working day of the month. Vacation accrues on the last day of the month and is available for use the first day of the next month subject to the restrictions in Section (3) of this rule. A 9-month employee appointed to a 12-month contract may receive credit for the previous 9-month contract, on a pro-rata basis. Eligible employees with a 12-month, 1.0 FTE contract accrue 15 hours of vacation per month; eligible employees on a .50 FTE or more contract accrue vacation in proportion to their FTE. An employee who terminates OUS employment before completing the 6-month wait period receives no vacation, and is not entitled to compensation for vacation accrued. On February 28, 1998, eligible employees shall be credited with vacation leave on a pro-rata basis at a rate of 14.67 hours per month as if monthly accrual had begun on their last vacation anniversary date or, for those employed fewer than 11 months, on their date of hire.

(3) Wait Period and Maximum Balance. Vacation accrual is available to the unclassified employee for use six months after vacation accrual begins. Until September 1, 1999, there will be no maximum on the amount of vacation leave that an employee can accrue. However, effective September 1, 1999, no employee may accrue in excess of 260 hours, and any accrued vacation leave in excess of this cap will be forfeited.

(4) Transfer.

(a) Inter-institutional/Unclassified to Unclassified. If an eligible unclassified employee transfers to another unclassified position within the Department and remains eligible for vacation accrual, the employee shall transfer all accrued vacation leave to the new position. However, if there is a break in service for more than 30 days, all accrued vacation pay will be paid off by the sending institution and the employee will be considered a new hire in the position. Moving from position to position within the same institution shall not be considered a transfer or a break in service for purposes of this rule.

(b) For purposes of this Rule, OHSU shall be considered an institution within the Department whereby an OHSU unclassified employee who “transfers to [an] unclassified position within the Department and remains eligible for vacation
accrual,“ may, subject to approval by the receiving department or institution, transfer all accrued vacation time from OHSU to an institution within the Department; upon such a transfer, the vacation benefits of a former OHSU employee shall be administered in accordance with 580-021-0030.

[5](c) Classified to Unclassified Appointment. If a classified employee of the Department receives an unclassified appointment within the Department and is eligible for vacation leave, the employee may bring up to 80 hours of accrued vacation leave; the receiving department or institution may accept up to 250 hours maximum. The former classified employee shall receive cash compensation from the sending department or institution for any remaining accrued vacation leave. The former classified employee may use accrued vacation without serving a 6-month wait period.

[6](5) The accrual of vacation leave is reduced on a pro-rata basis for the period of leave without pay, sabbatical leave, and educational leave. Vacation leave is accrued during other periods of paid leave.

[7](6) Payment for Accrued Vacation Leave. Unclassified employees are not entitled to payment for unused vacation leave except upon termination of employment or upon transfer within the Department to another unclassified position not eligible for vacation benefits. Unclassified employees who transfer to a classified position within State of Oregon employment are subject to applicable OUS rules or collective bargaining agreements governing payment for accrued vacation. The maximum number of hours that can be paid upon termination or transfer is 180 hours.

[8](7) Scheduling and Use of Vacation Leaves. Vacation leaves are scheduled with the approval of the employee’s supervisor and should be planned cooperatively with the employee. Vacation leave should be scheduled in such a manner as to minimize disruption to the organization. Supervisors must be reasonable in allowing the use of vacation leave and may not unreasonably deny vacation requests where the result would be the forfeiture of accrued vacation. For
purposes of calculation, one normal work day is the equivalent of eight hours of vacation leave for a full-time employee.

[9](8) Record Keeping. Each institution is responsible for maintaining the individual records of vacation accrual and use.

[10](9) Vacation Donation. The transfer of vacation time, for use by another employee, classified or unclassified, is not permitted.

[11](10) Vacation Borrowing. Employees are not permitted to borrow against vacation that is not yet accrued.

(Section 12, relating to interim provisions for employees moving from Management Service to Unclassified Service, was repealed December 1, 1999.)

OAR 580-021-0040 Sick Leave Plan for Academic Personnel:

(1) Eligibility. All full-time academic staff will be credited with eight hours of sick leave for each full month of service, or two hours for each full week of service less than one month. Part-time academic staff employed .50 FTE appointment or more will be credited pro rata amount. Graduate assistants are not eligible to accrue or to use sick leave. An academic staff member whose appointment is less than .50 FTE is not eligible to accrue sick leave, but is eligible to use a prorate of sick leave accrued but unused while previously employed .50 FTE or more. In addition, sick leave is not earned or used during sabbatical leave, educational leave or leave without pay. Sick leave credit shall be earned during sick leave with pay and during other periods of paid leave. There is no limit on the amount of sick leave that may be accrued.

(2) Earned Sick Leave Use. Academic staff who have earned sick leave credits must use the credits for any period of absence from service that is due to the employee’s illness, injury, disability resulting from pregnancy, necessity for medical or dental care, exposure to contagious disease or attendance upon members of the employee’s immediate family (employee’s parents, spouse, children, brother, sister, grandmother, grandfather, son-in-law, daughter-in-law or another member of the immediate household) where employee’s presence is required because of illness or death in the immediate family of the academic staff member or the academic staff member’s spouse. As an alternative, the academic staff member can request to
be on sick leave without pay. The institution may require a physician’s certificate to support the sick leave claim for any absence in excess of 15 consecutive calendar days or for recurring sick leave use. The institution may require a physician’s certificate before allowing return to work to certify that the return would not be detrimental to the academic staff member or to others.

(3) Recordkeeping. At the time and in the manner prescribed by the Chancellor, each academic staff member covered by these provisions shall certify to the officer designated the amount of sick leave earned and the amount of sick leave with pay used. Sick leave records will be maintained in an appropriate file at the institution.

(4) Sick Leave Without Pay. The institutional president or designee may grant sick leave without pay for up to one year when the academic staff member has used all accrued sick leave with pay. The academic staff member must submit a written request for leave and shall be required to submit a physician’s certificate. Extensions beyond one year may be granted on a year-by-year basis.

(5) Unearned Sick Leave Advance. The purpose of this section is to provide salary continuance for up to 90 calendar days of absence due to illness through a combination of accrued and advance sick leave. Each full-time academic staff member is entitled to receive a sick-leave-with-pay advance as needed to provide the difference between sick leave earned as of the onset of the illness or injury and 520 hours; part-time staff are eligible to receive a sick-leave-with-pay advance proportional to FTE to provide the difference between sick leave earned as of the onset of the illness or injury and a prorate of 520 hours. As sick leave is earned, the amount shall replace any sick leave advanced until all advanced time is replaced with earned time. No more than a 520-hour sick leave advance is available during a seven-year period that begins with the first sick leave advance. More than one sick leave advance is possible as long as the total advance does not exceed 520 hours during a seven-year period. Sick leave that may have been advanced, but unused, cannot be considered for purposes of computing retirement benefits. Academic staff on fixed term appointment cannot receive an advance that extends beyond the end date of the fixed term appointment except upon written approval of the institution president or designee.

(6) Transfer and Termination. An academic staff member is entitled to transfer in unused sick leave earned with any other agency
of the State of Oregon including sick leave earned in the classified service provided the break in service upon transfer does not exceed two years. An academic staff member who leaves employment with the State of Oregon and then returns is entitled to reinstate the previous unused, accrued sick leave. An academic staff member who terminates employment is not entitled to compensation for unused sick leave except in the calculation of the Public Employees' Retirement System (PERS) retirement benefit as provided in ORS 237.153. As used in this subsection, and for these purposes only, the term “any other agency of the State of Oregon” shall include and apply to the Oregon Health & Science University (OHSU).

(7) Summer Appointments. Regular nine-month academic staff employed half-time or more to teach summer session or to work on summer wage appointments are eligible to accrue and to use sick leave during the period of such appointment. Regular nine-month staff employed less than half-time during summer session are not eligible to accrue sick leave, but are eligible to use a prorate of sick leave earned but unused while previously eligible to accrue leave. Other summer session teaching staff hired only to teach summer session are not eligible to accrue or to use sick leave.

(8) Workers' Compensation Integration. The purpose of this section is to insure that an academic staff member who receives a workers' compensation payment for lost time resulting from a compensable job-related illness or injury and salary paid for the same period of time does not exceed the academic staff member's regular salary for that period, and that paid leave is not charged for the payment received from workers' compensation:

(a) Salary paid for a period of sick leave that is taken as the result of a job-related illness or injury compensable under workers' compensation shall be equal to the difference between the worker's compensation benefit for lost time and the academic staff member's regular salary for the period for which the benefit is being paid. An academic staff member who is receiving workers' compensation time loss benefits can choose to use a prorated amount of accrued sick leave or a prorated amount of other accrued paid leave or sick leave without pay. Should an academic staff member elect to use other accrued paid leave for this purpose, instead of sick leave, the salary paid for this period shall be the difference between the workers' compensation benefit paid for lost time and the academic staff member's
regular salary for the period for which the benefit is being paid. In such instances prorated charges will be made against the accrued paid leave;

(b) An academic staff member is not entitled to keep both salary, including paid leave, and workers’ compensation benefits if the total exceeds the employee’s regular salary. Each institution is responsible for coordinating the proration of salary, including sick leave or other paid leave, with workers’ compensation lost time benefits. The institution is entitled and is responsible to recover any salary overpayment that may have occurred. An academic staff member who receives a regular salary payment and a workers’ compensation lost time benefit payment shall immediately notify the institutional payroll or other designated officer of such overpayment and shall return promptly to the institution the amount of the salary overpayment. The institution shall recover the amount of salary overpayment through payroll deduction or by cash payment according to existing institutional procedures.

COMMITTEE ACTION:

BOARD ACTION:

RECOMMENDATIONS OF THE INTERNAL AUDIT QUALITY ASSURANCE REVIEW

Summary:

In February 2002, the Oregon University System Internal Audit Division (IAD) underwent a quality assurance review for the purpose of evaluating its effectiveness and efficiency of operations, and its compliance with the Institute of Internal Auditors’ Standards for the Professional Practice of Internal Auditing. The quality assurance team proposed four recommendations, two of which can be implemented through administrative changes. The first recommendation for Board action is the establishment of a Board Audit Committee. The second recommendation for Board action and discussion is an enhancement of the reporting level of the Internal Audit Division.
Staff Report to the Board

As with most public higher education institutions, there are five forms of audits conducted at the Oregon University System. These audits include financial, compliance, operational, financial irregularity, and information technology audits. Audits are performed by a number of audit organizations both internal and external to the System. IAD has overall responsibility for audit coordination. The Vice Chancellor for Finance and Administration requested a quality assurance review of the Division given the importance of this function to the System and the reorganization that took place with the transition of directors in July 2001.

The quality assurance review entailed reviewing department plans, work documents, interviewing key executive and administrative personnel within OUS and two board members. In addition, the review benchmarked the OUS audit operations against other comparable higher education internal audit departments. Higher education audit officials from Washington State, the Texas A&M University System, the University System of Maryland, and the University of Minnesota conducted the review.

The review noted IAD conforms to the Standards for the Professional Practice of Internal Auditing and is successfully meeting the purpose and responsibilities outlined in its charter. The report also noted that OUS management views IAD as making a positive contribution to the System with its recommendations for improvement to operations and procedures.

Recommendations

The following recommendations are a result of the quality assurance review. All four recommendations are of value to the System and the Board. The Chancellor's Office has addressed recommendations three and four as outlined below.

1. Establishment of a Board audit committee.
2. Enhancement of the reporting level of the Internal Audit Division.
3. Aggressively leveraging the limited resources of the Division.
4. Enhanced documentation to assure that due professional care is consistently applied.
Report Recommendation 1—The review proposes the establishment of a separate audit committee. This suggestion is raised for action with the System Strategic Planning Committee and further with the full Board.

Report Recommendation 2—The quality assurance review team recommends the OUS Internal Audit Director have a more direct reporting relationship with the Chancellor of the System. The System Strategic Planning Committee should assess the need for redefining the Director of Internal Audit role with the Chancellor.

Report Recommendation 3—The review provides suggestions to further leverage limited audit resources by enhancing the current risk assessment process and maintaining current staffing levels. IAD has implemented the suggested recommendations.

Report Recommendation 4—The review recommends improvements to audit work paper documentation. IAD has implemented the suggested recommendation.

The complete quality assurance report is attached, which further details the scope and conclusions of the review.

Staff Recommendations to the System Strategic Planning Committee:

(1) Staff recommends the Board establish a Board Audit Committee; and

(2) Staff recommends that the Internal Audit Director report directly to the Chancellor.

COMMITTEE ACTION:

BOARD ACTION:
### Alternatives

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| (7) Keep existing structure by including audit matters into the Budget and Finance Committee docket time permitting or expand committee meetings. | No additional committee structures necessary will reduce administrative time and costs associated with new committee.  
  Existing Budget and Finance Committee members are familiar with the fiscal matters that can closely relate to audit matters. | Given the number of agenda items that require coverage in the existing Budget and Finance Committee, there has only been enough time allotted for one annual meeting with the external and internal auditors. Adding additional time to the meetings already occurs, given the current work level of the committee.  
  The current structure does not provide for ad hoc meetings. The structure requires that critical audit matters be discussed with the Executive Committee when the Budget and Finance Committee is not scheduled to meet. |
| (8) Establishment of a separate committee to meet four times a year on the Thursday prior to the full board meeting. | Enhanced coverage of audit issues and topics strengthening the Board’s ability to meet its fiduciary responsibility and promote accountability.  
  Thursday meetings would enable the board to have more open discussions of audit issues.  
  The day lag between committee and full board meetings would provide committee chair more time to prepare to discuss sensitive action items with the full board and call an executive session in the event of personnel matters.  
  A new committee can be structured to provide ad hoc meeting times in the event of special audit matters requiring board attention. | Additional time and administrative costs will be associated with new committee structure. |
Summary:
The Work Session held on Thursday, April 18, 2002, focused on strategic planning issues. Director Lehmann will propose for action by the full Board the next steps to take in the strategic planning process.

Staff Recommendation to the System Strategic Planning Committee

Staff recommends that the Board approve the proposal by Director Lehmann of the next steps to be taken in the strategic planning process.

COMMITTEE ACTION:

BOARD ACTION:

EOU, B.A./B.S., BIOCHEMISTRY

Eastern Oregon University proposes to offer the baccalaureate degree in Biochemistry, effective fall term 2002. Other OUS institutions offering this degree are all in the western part of the state – Oregon State University, Portland State University, Southern Oregon University, and the University of Oregon.

Biochemistry addresses national trends toward interdisciplinary curricula driven by the practical needs of modern industries, and it is central to the future of the state’s economy, particularly in the areas of medicine, agriculture, and biotechnology. Graduates may find employment in such diverse fields as pharmaceuticals, environmental remediation, herbicide research, or genetics. Biochemistry graduates would also be positioned to pursue further education in such majors as medical biochemistry, which would prepare them to conduct research as medical scientists.

The proposed program at EOU provides an opportunity for students in the eastern part of the state who have no other avenue by which to study biochemistry. Surveys distributed within the last three years to chemistry students at Eastern have demonstrated their strong interest in a biochemistry degree. In addition, undergraduate enrollments at comparable institutions clearly show increased enrollments
with the offering of a biochemistry degree. Therefore, EOU anticipates 10 to 15 students will graduate in this program per year.

Eastern’s program will utilize existing chemistry and biology courses. Students will complete relevant coursework such as analytical and organic chemistry, biology, microbiology, structural and metabolic biochemistry, cell structure and function, genetics, physics, thermodynamics, and calculus. Many of these courses have significant components of biochemistry and molecular biology.

Graduates of the program will:

- have a foundational knowledge of chemistry comparable to a chemistry degree recipient;
- be familiar with common industrial biotechnology techniques and processes;
- understand the structure and metabolism of the major classes of biochemical compounds;
- be able to relate the structural attributes of biochemical compounds to their function within a cell or organism;
- have the ability to perform pertinent biochemical calculations involving enzyme kinetics and bioenergetics;
- know how to compare similar and dissimilar features of metabolism for opposing anabolic and catabolic pathways, and discuss their regulation;
- have the ability to perform, independently, biochemistry laboratory techniques and procedures, including create complete lab reports; and
- know how to apply biochemical knowledge to the solution of diverse scientific, environmental, and social problems.

Ten full-time regular faculty will participate in the proposed program. No additional faculty, staff, equipment, facilities, or
library resources are required to implement this program. The planned $33.5-million Science Center building will include an affiliated Oregon Health and Science University biotechnology center. Once built, Eastern expects that practical experiences, including internships, will be available to students through this cooperative partnership.

All appropriate University committees and the OUS Academic Council have positively reviewed the proposed program.

Staff Recommendation to the System Strategic Planning Committee

Staff recommends that the Board authorize Eastern Oregon University to establish a program leading to the B.A./B.S. in Biochemistry. The program would be effective fall term 2002, and the OUS Office of Academic Affairs would conduct a follow-up review in the 2007-08 academic year.

COMMITTEE ACTION:

BOARD ACTION:

Portland State University proposes to offer a graduate certificate in Addictions Counseling, effective spring term 2002. This 18-credit graduate program will be offered by PSU's Department of Special and Counselor Education and will include coursework in Foundations of Substance Abuse Counseling, Assessment and Diagnosis of Substance Abuse, Treatment of Substance Abuse, and either Dual Diagnosis: An Overview of Co-Occurring Disorders, or Advanced Marital Therapy. In addition, students will complete a three-credit capstone seminar. The program will be evaluated as part of the regular reviews of the M.A./M.S. in Education: Counseling program, conducted by the Council for the Accreditation of Counseling and Related Educational Programs.

Only students qualified for admission to the M.A./M.S. in Education: Counseling program or licensed professionals would be allowed to enroll in this program. The graduate certificate program can be completed in one year on a full-time basis or over two years on a part-time basis, and PSU anticipates serving 10 to 12 students over a two-year period.
As more research has been completed in the field of addiction treatment, the workforce demand has increased sharply for those trained in the latest research and its application in the clinical setting. In response to these needs, in fall 1999, an advisory committee on addictions was formed that included professionals from treatment programs, corrections, mental health, policy makers, and PSU faculty. The committee developed the proposed curriculum, which will meet the needs for properly trained professionals to work in addictions treatment.

Students will receive preparation in both mental health and substance abuse treatment fields, thus responding directly to the needs in the community for professionals who can work with clients presenting co-occurring disorders. The proposed program is unique; no similar program is offered by any other OUS institution.

Current faculty, staff, equipment, facilities, and library resources are sufficient for offering this graduate certificate program.

All appropriate university committees and the OUS Academic Council have positively reviewed the proposed program.

Staff Recommendation to the System Strategic Planning Committee

Staff recommends that the Board authorize Portland State University to establish a program leading to the graduate certificate in Addictions Counseling, effective spring term 2002. The OUS Office of Academic Affairs would conduct a follow-up review in the 2007-08 academic year.

COMMITTEE ACTION:

BOARD ACTION:

Portland State University proposes to offer a 21-credit graduate certificate in Marriage and Family Counseling, effective spring term 2002. Portland State currently offers an 82-credit Couples, Marriage, and Family Counseling specialization within the M.A./M.S. in Education: Counseling program. The certificate program would be targeted to individuals who are interested in taking the coursework within
that specialization, but who do not want to complete the practicum and internship requirements for state licensure as a marriage and family therapist.

The University of Oregon offers a two-year graduate-level Marriage and Family Therapy program, which trains students as professional family therapists in preparation for state licensure. UO’s 73-credit program also requires students to complete 500 client contact hours (50% with couples or families) and 100 hours of individual and group supervision. At this time, no other OUS institution offers a graduate certificate program similar to PSU’s proposed program.

Seven courses are required for the graduate certificate program:

- Human Sexuality: Life Span and Therapeutic Perspectives
- Contemporary Marriage/Family Systems
- Family Development over the Life Cycle
- Marriage and Family Counseling
- Advanced Family Therapy
- Advanced Marital Therapy
- Therapeutic Strategies and Family Transition

All courses are currently available; no new courses would need to be developed in order to implement the proposed program. The graduate certificate program can be completed in one year on a full-time basis or over two years if attending part-time.

A shortage of counselors in Oregon with training in couples and family work led to the formation of an advisory group to discuss how to address the need. Composed of university faculty and counseling professionals in the Portland community, this group put together the current curricular offerings, which have been endorsed by the Oregon Board of Licensed Professional Counselors and Therapists in Salem.

The program would be open only to (1) students enrolled in PSU’s M.A./M.S. in Education: Counseling program and (2) licensed professional counselors who already have master’s degrees who seek additional professional training and certification. PSU anticipates serving 10 to 15 students per
year for the first couple of years, with a likely increase beyond that.

All faculty, staff, library, facilities, and equipment resources are sufficient to offer this program. All appropriate university committees and the OUS Academic Council have positively reviewed the proposed program.

Staff Recommendation to the System Strategic Planning Committee

Staff recommends that the Board authorize Portland State University to establish a program leading to the graduate certificate in Marriage and Family Counseling, effective spring term 2002. The OUS Office of Academic Affairs would conduct a follow-up review in the 2007-08 academic year.

COMMITTEE ACTION:

BOARD ACTION:

Portland State University proposes to offer a 25-credit graduate certificate program in Real Estate Development, effective spring term 2002. Available higher education real estate development programs in the Northwest include an undergraduate certificate offered at the University of Washington, a graduate and undergraduate degree program at Washington State University in Pullman, and lower-division courses at Oregon community colleges, which lead to a state-approved real estate license. The proposed graduate certificate will be the only real estate development program offered at this level in Oregon.

Students in the proposed program will develop skills to evaluate real estate development proposals and understand how real estate development fits into regional planning and economic processes. Coursework will be offered through PSU’s Schools of Business Administration and Urban Studies and Planning faculty, as well as by adjunct faculty with real estate experience. Students will complete 19 required credits in real estate development, finance, appraisal, investments; and housing economics; and 6 elective credits. Students may choose from such relevant elective courses as Downtown Revitalization, Regional Economic Development, Land Use Implementation, Impact Analysis, and Green Economics and
Sustainable Development. The graduate certificate program can be completed in one year on a full-time basis or over two years on a part-time basis.

When developing the program, PSU interviewed potential employers, who indicated there is a need for both continuing education among existing real estate professionals and a need for newly trained workers. Banks, management companies, and development companies often have to hire workers from outside the region due to the lack of locally trained talent. The proposed program is designed to build the technical and analytical knowledge of those who wish to enter the industry or to further develop the skills of industry professionals. The emphasis on technical training in financial analysis, appraisal, and economic analysis will help meet the need for a highly skilled workforce in the real estate sector.

PSU’s research also revealed that most workers in the real estate industry already had undergraduate degrees. Students enrolling in this program will possess a bachelor’s degree. PSU anticipates serving approximately 20 to 30 students in this program per year.

All faculty, staff, equipment, and facilities are in place to offer the program. No new courses will need to be developed. Four faculty members in the School of Urban Studies and Planning lead the Real Estate Group, which guides the program. Additional adjunct faculty have been hired to teach several courses. The Real Estate Group has secured a grant from the Home Builders Association of Metropolitan Portland for support of curricular development and research. Those funds are expected to be renewed for two additional years and will be supplemented by other fundraising. Other funds have been raised to support two of the courses. For future years, course enrollment should provide the funding basis for the adjunct instructors. With the assistance of interlibrary loans, PSU library resources are adequate for the program.

All appropriate university committees and the OUS Academic Council have positively reviewed the proposed program.

Staff Recommendation to the System Strategic Planning Committee
Staff recommends that the Board authorize Portland State University to establish a program leading to the graduate certificate in Real Estate Development, effective spring term 2002. The OUS Office of Academic Affairs would conduct a follow-up review in the 2007-08 academic year.

COMMITTEE ACTION:

BOARD ACTION:

Summary:

ORS 526.225 specifies that the Board of Higher Education shall appoint a Forest Research Laboratory Advisory Committee composed of 15 members, nine of whom are to be individuals engaged, actively and principally, in timber management of forest lands, harvesting, or processing of forest products; three individuals who are the heads of state and federal public forestry agencies; and three individuals from the public-at-large. Although the statute does not prescribe the terms of the Committee members, the practice has been to make appointments for a period of three years. Traditionally, those who are performing actively and effectively have been recommended for reappointment to a second three-year term, with all members replaced at the conclusion of a second term.

Dr. Hal Salwasser, director of the Forest Research Laboratory, with the concurrence of President Paul Risser, has made the following recommendation:

- Appointment of Mr. Russ McKinley, Western Oregon Timberlands Manager, Boise Cascade Corporation, Medford, as an industry representative to fill the vacant position previously held by Robert Turner. Mr. McKinley holds a Bachelor’s degree in Biology from Chico State University, and a Master’s degree in Forestry from Oregon State University. Mr. McKinley manages an organization of fifty people and many contractors. He is responsible for the management of 300,000 acres of Fee land owned by Boise Cascade Corporation in Western Oregon, the acquisition of wood supply for five veneer and lumber millers, and SFI certification of company timberlands in Western Oregon. He is currently the Chair of the Forest
Management Policy Committee, Oregon Forest Industries Council; a board member of the Oregon Forest Resources Institute; and a member of the Society of American Foresters. He is also a former Vice President and Member of the Jackson County Chamber; the former Chair, Whistle Punk of the Year and Board member of Southern Oregon Timber Industries Association; and former Chair and Board member of Rogue Forest Protective Association.

Staff Recommendation to the System Strategic Planning Committee

Staff recommends that the Board approve the above appointment to the Forest Research Laboratory Advisory Committee.

COMMITTEE ACTION:

BOARD ACTION:

Summary:

In February 2002, the Board approved the Systemwide undergraduate admission policy for the 2003-04 academic year. At that time, staff requested that the Board defer taking final action on proposed Portland State University admission criteria to allow for additional campus consultation regarding the possible increase in Portland State University’s grade point average (GPA) minimum requirement. Portland State University has concluded that for the 2003-04 academic year, its minimum GPA requirement for entering freshmen should remain at 2.50.

Staff Recommendation to the System Strategic Planning Committee

Staff recommends that for the 2003-04 academic year Portland State University’s GPA requirement of 2.50 be approved.

COMMITTEE ACTION:

BOARD ACTION:
**Discussion Questions:**

- *Given changing national and state demographics, is representation of students, faculty, and staff of color in OUS institutions moving in the right direction? Are campus environments changing accordingly?*

- *Do Board members see opportunities to develop new diversity policy initiatives that stimulate and support increases in representation, inclusion, and engagement of people of color in OUS?*

**Executive Summary**

**Introduction**

The focus of this report is on the progress made in the representation of people of color within the Oregon University System (OUS). During the past several years, OUS has moved toward an enhanced understanding and incorporation of diversity into multiple aspects of the universities. This is in keeping with the modern concept of educational diversity, which includes striving toward enhanced representation, inclusion, and engagement of people of color throughout institutional life. Diverse educational arenas promote robust exchanges of ideas, communication of varied perspectives, and production of well-versed and culturally sensitive graduates. Thus, all higher education participants benefit. The report includes brief overviews of selected initiatives within OUS institutions that seek to enhance the representation of people of color on the campuses.

OUS continues to make strides in the representation of students, faculty, and staff of color. Given the often small total populations of people of color, the report includes both absolute (numerical) representation (through which gains in representation can be seen clearly) and percentage representation, which provides a perspective on proportions within total OUS populations.

**Student Representation**

During the five-year period from fall 1996 to fall 2001, the enrollment of students of color increased from 7,720 (12.3%) to 9,446 (12.8%).
From 1995-96 to 2000-01, the number of degrees awarded to OUS students of color rose from 1,264 (10.1%) to 1,460 (11%). Several OUS institutions received national recognition among the top degree producers for students of color in specific racial/ethnic groups during the 1999-2000 academic year (the most recent year for which comprehensive national data are available). These institutions are competitive – often with much larger institutions and/or institutions in states with more diverse populations – in the numbers of degrees awarded to students of color in specific racial/ethnic groups.

Faculty and Staff Representation

In 1996-97, faculty of color represented 213 (7.3%) of ranked instructional faculty and 358 (7.4%) of all instructional faculty. These numbers have increased during the five-year period, with faculty of color representing 319 (9.1%) of ranked instructional faculty and 467 (8.2%) of all instructional faculty in 2001-02. Baseline institutional data were developed beginning fall 1999 for OUS staff representation. During the two-year period from fall 1999 through fall 2001, the total representation of staff of color increased from 483 (8.3%) to 566 (8.5%).

(No Board action required)