In 2013 the Oregon Legislature adopted Senate Bill 270, a historic piece of legislation that initiated a systemic higher education reform effort by establishing institution governing boards for Oregon State University, Portland State University, and the University of Oregon, and removing them from the Oregon University System on July 1, 2014. The legislation also envisioned a pathway for the remaining OUS Technical and Regional Universities (TRUs): Eastern Oregon University, Oregon Tech, Southern Oregon University and Western Oregon University to transition to institutional governance at a future date. On April 4, 2014, the Oregon State Board of Higher Education (OSBHE) approved this next phase of university governance reform by authorizing institution boards for the remaining four institutions. Institution Boards of Trustees assume governing authority for the TRU campuses on July 1, 2015, effectively ending the OSBHE and the Office of the Chancellor.

2013-14 ACCOMPLISHMENTS

Following the adoption of SB 270 (2013) the Chancellor’s Office quickly began a work prioritization process to support a smooth transition to the state’s new postsecondary structure, while meeting all existing fiduciary responsibilities as a seven-university system for the 2014 fiscal year. The following six bodies of work guided these efforts:

1. **Essential operations and management** – maintain and manage activities that are legally or contractually required under the current system structure through July 1, 2014
2. **University Shared Services Enterprise (USSE)** – support presidents’ Work Group on University Shared Services and Board Governance & Policy Committee
3. **Regional Governance** – provide data and support to the Legislative Special Committee on University Governance and Operations
4. **Institution Boards** – separate and support OSU, PSU and UO as institution boards operationalize on July 1, 2014
5. **Higher Education Coordination Commission (HECC)** – support transition of statewide higher education coordination from OSBHE to HECC
6. **40-40-20** – promote access to an affordable, quality education and increased degree attainment for Oregon students.

Through the collective work of Board, Chancellor’s Office staff and institutional partners, much of this work has successfully concluded or is nearing completion. The USSE was officially signed
into existence on June 27, 2014 at 2:02 p.m. A national search for an Executive Director resulted in a successful appointment beginning on May 30, 2014 and ~20 Chancellor’s Office employees transitioned to their new host institutions on April 1, 2014. Institution Boards of Trustees for OSU, PSU, and UO are established and meeting regularly as is the HECC. The Chancellor’s Office has completed the transition of statewide policy authority to the HECC thanks in large part to the HECC transition work group, led by Director Orcilia Forbes. Institution Boards and the HECC are poised to assume leadership roles as the State of Oregon moves to complete its higher education reforms.

As the OSBHE and Chancellor’s Office enter a final year, the following set of principles guide our work:

1. Manage all activities that are legally or contractually required under a four-university system;
2. Support the successful establishment of institution Boards of Trustees at EOU, OIT, WOU, and SOU;
3. Complete a successful closure of the Office of the Chancellor and sunset the OSBHE, including all necessary records, contracts, inventory, property, and cash management.

Much of the work identified in the following “essential activities” lists below is staff responsibilities. As the Chancellor’s Office continues to experience attrition throughout the 2014-15 fiscal year, the OSBHE and Chancellor’s Office leadership will have to carefully monitor and prioritize fiduciary and statutory obligations centrally while facilitating the transition of administrative responsibilities to the TRU institutions.

2014-15 ESSENTIAL ACTIVITIES

OREGON STATE BOARD OF HIGHER EDUCATION ESSENTIAL ACTIVITIES

BOARD MEETINGS

- Convene a minimum of four meetings: October, January, April, June
  - Approve 2014-15 operating budget allocations as directed by the HECC
  - Establish tuition and fees for 2015-16 for the four TRUs
  - Approve academic programs and forward them to the HECC for final approval
  - Administer residency rules and approve admissions policies for the four TRUs
  - Complete and submit Achievement Compacts on behalf of the four TRUs to the Oregon Education Investment Board (OEIB)
  - Approve Resolution for sale of bonds for TRUs
CAMPUS SUPPORT

- Conduct Presidential search(s) at WOU and EOU
- Support interim-president(s)
- Oversee EOU and SOU mission evaluations and monitor retrenchment activities per “conditions” adopted on May 16, 2014
- Advise institution Boards of Trustees as necessary or requested
- Engage the Association of Governing Boards (AGB) to work with Campus Administration on Board transition

CHANCELLOR’S OFFICE ESSENTIAL ACTIVITIES

OFFICE OF THE CHANCELLOR

- Conduct presidential search(s)
- Conduct presidential evaluations
- Provide Chancellor’s transition/succession plan
- Work with internal and external stakeholders, and outside expertise, as needed, to facilitate closure of the Chancellor’s Office
- Consult with Secretary of State to transition Chancellor’s Office records, as required by law
- Convene strategic planning retreat with senior staff, TRU senior staff, and the Association of Governing Boards (AGB) to construct a best practices transition work plan
- Consult and support OSBHE and TRU institutions, as necessary and able, in the 2015 Legislative Session, including monitoring legislative changes to ORS Chapters 351 and 352

ACADEMIC STRATEGIES

- Provide Institutional Research support and training to TRU institutions
- Facilitate Achievement Compact development and reporting for TRU institutions
- Monitor and support program approval and academic policy reporting for Board
- Records management

FINANCE & ADMINISTRATION

- Manage operating budget for Chancellor’s Office
- Provide business service support for Chancellor’s Office
- Provide/coordinate data to support legislative budget requests for TRUs to the extent possible with existing staff resources
- Coordinate and present tuition and fees request to OSBHE
- Manage inventory and all property and cash balance dispositions
• Revise rules and policies to accommodate reduced staffing levels and shifting responsibilities
• Participate in shared services as needed
• Present Consolidated Financial Statements and audit results to the Board for 2013-14
• Convene Admin Council for TRU institutions
• Records management

OSBHE’s Office
• Provide Board orientation and support to new members
• Facilitate quarterly meeting preparation and support
• Respond to Chancellor’s Office public records requests
• Prepare Board records for permanent storage as required by law

Legal Services
• Serve as General Counsel to OSBHE, Chancellor, and TRU institutions until transition or legal services are delegated to the institutions
• Advise on policy and OAR transition to TRUs
• Manage contract transition to minimize risk to OUS and TRUs
• Advise on record retention and management
• Advise on inventory management and property disposition
• Monitor and transition outstanding litigation in which a TRU institution or Chancellor’s Office is a party
• Convene and train, as necessary or required, legal counsel hired by TRU institutions during transition
• To extent required by law or contract, participate in third step grievance hearings per the SEIU-OUS collective bargaining agreement

Government Relations
• Support/advise OSBHE and TRU institutions, as necessary and able, in the 2015 Legislative Session, including monitoring legislative changes to ORS Chapters 351 and 352

Communications
• Respond to OSBHE or Chancellor’s Office media inquiries
• Issue press releases as needed to summarize OSBHE meetings, Board and staff transitions/appointments, president search(s), 2014 enrollment announcement, and other areas
• Support leadership transitions at TRU campuses
• Advise on campus communications as necessary
• Manage OUS website updates until closure, including archiving

**INTERNAL AUDIT**

• Provide independent and objective assurance and consulting to Board
• Coordinate any audit report activities necessary and advisable for the closure of the Chancellor’s Office and sunset of the OSBHE

**ACTIVITIES THAT TRANSFER TO TRUS ON JULY 1, 2014 OR ARE DISCONTINUED**

• Legislative advocacy, bill tracking, fiscal impact statements
• Contracting services/retainer agreements
• Student support services
• Capital construction services/analysis
• Communications and public affairs
• Coordination with other entities