OREGON STATE BOARD OF HIGHER EDUCATION  
MINUTES OF THE EXECUTIVE SESSION OF THE BOARD  
MAX MERRILL ROOM, CASCADES HALL  
CENTRAL OREGON COMMUNITY COLLEGE  
JULY 17, 2003

1. CALL TO ORDER/ROLL CALL
An executive session of the State Board of Higher Education was called to order on July 17, 2003, in the Max Merrill Room in the Library on the campus of Central Oregon Community College, Bend. It was held pursuant to ORS 192.660(1)(a) for the purpose of conducting the Chancellor’s annual performance review. Pursuant to ORS 192.660(4), no final action was taken or final decision was made at the executive session.

The executive session was called to order at 2:20 p.m. by President Lussier.

On roll call, the following Board members answered present:

- Mr. Kerry Barnett
- Ms. Rachel Pilliod
- Mr. Roger Bassett (arrived at 2:30 p.m.)
- Dr. Geri Richmond
- Ms. Bridget Burns
- Ms. Phyllis Wustenberg
- Ms. Leslie Lehmann
- Mr. Jim Lussier

Absent: Tom Imeson (business conflict), Don VanLuvanee (business conflict), and Bill Williams.

Chancellor’s Office staff present: Ben Rawlins and Alayne Switzer.

2. ADJOURN TO EXECUTIVE SESSION
Director Lehmann moved and Director Barnett seconded the motion to adjourn to executive session. The following voted in favor: Directors Barnett, Bassett, Burns, Lehmann, Pilliod, Richmond, Wustenberg, and Lussier. Those voting no: none. The Board adjourned to executive session.

3. CHANCELLOR’S ANNUAL PERFORMANCE REVIEW
President Lussier explained that the purpose of the executive session was to review the Chancellor’s annual performance noting that this was Chancellor Jarvis’ first review. President Lussier stated that he had met with the presidents regarding the Chancellor’s performance and provided a report on the feedback from them. He expressed the need for an official process to evaluate the Chancellor.

The Board discussed the process by which they would evaluate Chancellor Jarvis. At 3:10 p.m., Chancellor Jarvis arrived and was interviewed. The Board reviewed his performance and achievement over the past year.
Chancellor Jarvis was excused at 3:37 p.m. for the Board to deliberate. Upon consensus, the Board recommended extending Chancellor Jarvis’ contract. Chancellor Jarvis returned at 3:37 p.m. at which time the Board expressed its desire to extend his contact.

4. **ADJOURNMENT**  
The executive session adjourned at 3:38 p.m.

Virginia L. Thompson  
Secretary of the Board

James T. Lussier  
President of the Board