

**FORMATION AND DISSOLUTION OF BOARD OF TRUSTEES COMMITTEES  
AND MEMBERSHIP APPOINTMENTS**

**A Recommendation**

1. **Division and Department:** Board of Trustees
2. **Previous Board Action:** The Board of Trustees has historically and periodically formed and dissolved various committees of the Board of Trustees.
3. **Budget Implications:** None
4. **Educational Implications:** The Board of Trustees committees enhance the purpose and advance the productivity of the full Board, and are responsible for recommending decisions and actions to the full Board.
5. **Personnel Implications:** None
6. **University Reviews/Approvals:** The resolution and committee charges were prepared by the Office of the General Counsel and reviewed by the President, the Provost, the Vice President for Finance and Administration and the Athletics Director in consultation with and at the direction of the Board of Trustees.
7. **Recommendation:**

WHEREAS, Article V of the Bylaws of the Board of Trustees permits the Board to appoint committees and prescribe their duties, functions and limitations; now, therefore, be it

RESOLVED, that the following new committees of the Board shall be, and they hereby are, created, each with the respective responsibilities and duties described in the respective charters attached hereto:

- An *Academic Affairs Committee* to assist the Board with its oversight of the University's academic mission and strategic academic priorities; and
- An *Intercollegiate Athletics Committee* to assist the Board with its oversight of the University's intercollegiate athletics program and developing strategic priorities;

and, be it further

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RESOLVED, that the name of the current, standing, Facilities Committee be changed to the *Facilities and New Development Projects Committee*. This committee assists the Board to align long-range planning and development of University facilities with the Board's strategic vision, goals and priorities for the University, with its responsibilities and duties described in the charter as recommended by committee and attached hereto; and, be it further

RESOLVED, that the current, standing, *Executive Committee* shall be, and is hereby dissolved, and, be it further

RESOLVED, that the Trustees appointed to the respective Board committees are as follows:

**Academic Affairs Committee**

Richard A. Flynn, as Chairperson for a one (1) year term;  
Ronald E. Robinson, for a two (2) year term; and  
Richard L. DeVore, for a three (3) year term

**Audit Committee**

Ronald E. Robinson, as Chairperson for a two (2) year term;  
Melissa Stolicker, for a three (3) year term; and  
Mark E. Schlusssel, for a one (1) year term

**Facilities and New Development Projects Committee**

Scott G. Kunselman, as Chairperson;  
Richard L. DeVore;  
Mark E. Schlusssel;  
Michael R. Kramer; and  
David Tull

**Governance Committee**

Richard L. DeVore, as Chairperson;  
Scott G. Kunselman;  
Richard A. Flynn; and  
David Tull

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**Intercollegiate Athletics Committee**

Michael R. Kramer, as Chairperson for a one (1) year term  
Mark E. Schlusel, for a two year term; and  
Melissa Stolicker, for a three year term

**School of Medicine Management Committee**

Mark E. Schlusel; and  
Michael R. Kramer

and, be it further

RESOLVED, that all such committee members shall serve at the pleasure of the Board until their respective successors are duly appointed.

**8. Attachments:**

- A. Academic Affairs Committee Charter
- B. Intercollegiate Athletics Committee Charter
- C. Facilities and New Development Projects Committee Charter

Recommended on June 5, 2015  
to the Board for approval by

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Mark Schlusel, Chair of the Board of Trustees

**CHARTER OF THE ACADEMIC AFFAIRS COMMITTEE  
OF THE OAKLAND UNIVERSITY BOARD OF TRUSTEES**

**Purposes of the Academic Affairs Committee**

The purpose of the Oakland University Board of Trustees' Academic Affairs Committee is to assist the Board of Trustees with its oversight of the University's academic mission and strategic academic priorities.

The President and Senior Vice President for Academic Affairs and Provost (Provost) are administratively responsible for the educational quality of the University's academic programs; working in conjunction with the faculty through shared governance to shape the curriculum and assess student performance.

The Board's Academic Affairs Committee (Committee) will collaborate with the President and Provost to regularly monitor the educational quality of the University's academic programs and to consider the strategic focus of the following:

- Learning goals and outcomes;
- Program quality, University and program accreditation, and program review;
- Student retention, graduation and graduate school acceptance rates;
- Academic planning, including proposals for adding, modifying or discontinuing programs;
- Efficient and sensible organization of colleges and schools within the University; and
- Budgetary requirements for academic programs and services.

The Committee will report regularly to the Board and frame recommendations on matters of policy, quality, and funding that require Board consideration and approval.

**Membership**

The Committee shall be composed of three Trustees who shall be appointed by the Board for three year terms; provided however, the initial appointments to the Committee will be for one, two and three year terms, and thereafter for three year terms. The Board shall appoint one of the Trustees as the Committee Chairperson, who may not serve more than two consecutive terms as Chairperson. All members of the Committee can vote, and a majority shall constitute a quorum. Each member shall be free of any relationship that would interfere with his or her exercise of independent judgment or give the appearance of a conflict of interest. The Provost will serve as staff and primary liaison to the Committee.

## **Responsibilities and Duties of the Academic Affairs Committee**

The Committee is advisory to the Board with the following responsibilities and duties:

### **Specific Responsibilities of the Committee**

The Committee shall:

1. Monitor the alignment of the University's academic programs to the University's academic mission, priorities, and strategic plans.
2. Consider proposals for new academic programs, information from periodic academic program reviews and accreditation processes, and proposals for the discontinuance of any academic programs.
3. Consider whether academic programs are appropriately responding to student interest and professional workforce needs.
4. Consider whether the academic budget reflects the University's academic mission and priorities.
5. Ensure that the University assesses the educational quality of its academic programs and uses the assessment for continuous improvement.

### **Specific Duties of the Committee**

In carrying out its responsibilities, the Committee shall:

1. Establish a work plan to ensure its responsibilities are being met.
2. Regularly review pertinent data and other information.
3. Oversee a comprehensive academic plan that supports the University's strategic plans.
4. Review academic policies and propose new or revised policies, as appropriate to the Board.
5. Monitor the University's strategies for enrollment management.
6. Review significant findings and recommendations received from the Higher Learning Commission of the North Central Association, and other specialized accrediting agencies, and ensure that any recommendations and requirements are addressed appropriately within designated timeframes.

7. Review University data and peer institution data regarding current educational status, historical trends, performance, quality, and value, and ensure that academic program key performance indicators are appropriately established and met.
8. Maintain appropriate flexibility to address changing conditions and provide reasonable assurances to the Board that the academic programs are appropriate and in compliance with state and federal requirements.
9. Take responsibility for serving as diligent and knowledgeable Board members regarding academic programs and academic policies.

### **Reporting and Recommendations**

1. Review and assess the adequacy of the Committee's charter as necessary.
2. Prepare and report to the Board with respect to such matters as are relevant to the Committee's discharge of its responsibilities and duties, and with respect to such recommendations as the Committee may deem appropriate. The report to the Board may take the form of an oral report by the Chairperson or any other member of the Committee designated by the Committee to make the report.

### **Meetings**

The Committee shall meet no less frequently than two times each fiscal year, and each meeting's agenda should allow ample time for purposeful discussion and analysis.

The Committee may request any faculty member, staff or student of the University to attend a meeting of the Committee or to meet with any member of the Committee as may be appropriate. The Committee may also request to meet jointly with other Board committees as may be necessary to develop a fuller understanding of the far reaching effects of academic programming on the University.

Members of the Committee may participate in a meeting of the Committee by means of conference call or similar communications equipment by means of which all persons participating in the meeting can hear each other. The Committee shall maintain minutes or other records of meetings of the Committee.

### **Authority of the Academic Affairs Committee**

The Board provides the Committee with the authority to discharge its responsibilities and duties.

### **Performance Self Evaluation**

Every two years, the Committee shall perform a review and evaluation, as necessary, of the performance of the Committee, and report its evaluation to the Board. The Committee shall conduct such evaluations and review in such manner as it deems appropriate.

### **Disclosure of Charter**

This charter shall be made available on the University's website.

### **Amendment**

Any amendment or other modifications of this charter shall be made and approved by the Board.

**CHARTER OF THE INTERCOLLEGIATE ATHLETICS COMMITTEE  
OF THE OAKLAND UNIVERSITY BOARD OF TRUSTEES**

**Purpose of the Intercollegiate Athletics Committee**

The purpose of the Oakland University Board of Trustees' Intercollegiate Athletics Committee is to assist the Board of Trustees (Board) with its oversight of the University's intercollegiate athletics program and developing strategic priorities.

The President and the Athletics Director are administratively responsible for the management and quality of the University's intercollegiate athletics program.

The Board's Intercollegiate Athletics Committee (Committee) will collaborate with the President and Athletics Director to regularly monitor the quality of the University's intercollegiate athletics program (Program) and to consider the strategic focus of the following:

- Operation of the Program consistent with the University's academic mission and strategies;
- Commitment to the academic success, and physical and social development of student-athletes;
- Commitment to the health, safety and welfare of student-athletes;
- Program quality and competitiveness;
- Broad opportunities for participation for both men and women;
- Planning, including proposals for adding, modifying or discontinuing participation in individual sports programs, and the construction, removal and remodeling of athletic-facilities;
- Athletic-conference participation and realignment;
- Compliance with National Collegiate Athletic Association (NCAA) and conference rules and regulations, as well as applicable state and federal laws; and
- Budgetary requirements for the Program.

The Committee will report regularly to the Board and frame recommendations on matters of policy, quality, and funding that require Board consideration and approval.

**Membership**

The Committee shall be composed of three Trustees who shall be appointed by the Board for three year terms; provided however, the initial appointments to the Committee will be for one, two and three year terms, and thereafter for three year terms. The Board shall appoint one of the Trustees as the Committee Chairperson, who may not serve more than



two consecutive terms as Chairperson. All members of the Committee can vote, and a majority shall constitute a quorum. Each member shall be free of any relationship that would interfere with his or her exercise of independent judgment or give the appearance of a conflict of interest. The Athletics Director will serve as staff and primary liaison to the Committee.

### **Responsibilities and Duties of the Intercollegiate Athletics Committee**

The Committee is advisory to the Board with the following responsibilities and duties:

#### **Specific Responsibilities of the Committee**

The Committee shall:

1. Monitor the alignment of the Program to the University's mission, priorities and strategic plans.
2. Provide advice and counsel to the President and Athletics Director in their development or Program plans, goals and objectives.
3. Consider whether the Program is an effective focal point for school spirit, community building, and a positive contributor to the University's brand.
4. Consider whether the Program is appropriately responding to student-athlete interests and needs.
5. Consider whether the Program's budget reflects the University's mission and priorities.
6. Ascertain whether the University is actively complying with NCAA and conference rules and regulations, as well as applicable state and federal laws.
7. Consider whether the University is assessing the quality of the Program and using the assessment for continuous improvement.

#### **Specific Duties of the Committee**

In carrying out its responsibilities, the Committee shall:

1. Establish a work plan to meet its responsibilities.
2. Regularly review pertinent data and other information to determine whether the Program reflects the University's mission, priorities, and strategies.
3. Coordinate the Program with the University's strategic plans.

4. Review significant findings and recommendations received from the NCAA and the conference, and obtain assurances that any recommendations and requirements will be addressed appropriately within designated timeframes.
5. Review University data and peer institution data regarding the current status, historical trends, performance, quality, and value of the Program, and that the Program's key performance indicators are appropriately established and met.
6. Maintain appropriate flexibility to address changing conditions and provide reasonable assurances to the Board that the Program is in compliance with NCAA and conference rules and regulations, as well as applicable state and federal laws.
7. Take responsibility for serving as diligent and knowledgeable Board members regarding the Program and athletic policies.

### Reporting and Recommendations

1. Review and assess the adequacy of the Committee's charter as necessary.
2. Prepare and report to the Board with respect to such matters as are relevant to the Committee's discharge of its responsibilities and duties, and with respect to such recommendations as the Committee may deem appropriate. The report to the Board may take the form of an oral report by the Chairperson or any other member of the Committee designated by the Committee to make the report.

### Meetings

The Committee shall meet no less frequently than two times each fiscal year, and each meeting's agenda should allow ample time for purposeful discussion and analysis.

The Committee may request the Faculty Athletic Representative, the Senior Women's Administrator and any coach, staff or student-athlete of the University to attend a meeting of the Committee or to meet with any member of the Committee as may be appropriate. The Committee may also request to meet jointly with other Board committees as may be necessary to develop a fuller understanding of the far reaching effects of the Program on the University.

Members of the Committee may participate in a meeting of the Committee by means of conference call or similar communications equipment by means of which all persons participating in the meeting can hear each other. The Committee shall maintain minutes or other records of meetings of the Committee.

### Authority of the Intercollegiate Athletics Committee

The Board provides the Committee with the authority to discharge its responsibilities and duties.

### **Performance Self Evaluation**

Every two years, the Committee shall perform a review and evaluation, as necessary, of the performance of the Committee, and report its evaluation to the Board. The Committee shall conduct such evaluations and review in such manner as it deems appropriate.

### **Disclosure of Charter**

This charter shall be made available on the University's website.

### **Amendment**

Any amendment or other modifications of this charter shall be made and approved by the Board.

**CHARTER OF THE FACILITIES AND NEW DEVELOPMENT PROJECTS  
COMMITTEE  
OF THE OAKLAND UNIVERSITY BOARD OF TRUSTEES**

**Purpose of the Facilities and New Development Projects Committee**

The Facilities and New Development Projects Committee (Committee) shall recommend a framework to guide the overall mission of achieving top level goals of Oakland University, including the Campus Master Plan that has been created around those goals.

The Committee shall provide oversight of the planning for facilities and new development projects, to include budgeting, construction, renovation, and maintenance of all existing and proposed University buildings, grounds, roads, and related structures.

**Authority and Responsibilities**

The Committee is charged with reviewing and offering advice on:

1. Facility projects that could significantly impact the image or brand of Oakland University;
2. The strategic allocation of space in all University buildings;
3. The assigning or leasing of University space to off-campus affiliates;
4. Agreements for off-campus facilities;
5. Changes in the use of University lands and buildings;
6. The allocation of institutional funds for major repairs and renovations;
7. Significant modifications to facilities;
8. Identified funding sources; and
9. Preparation of the Campus Master Plan and Capital Project funding requests.

**Processes**

Requests that fall within the jurisdiction of the Committee are to be submitted by department chairs or directors through deans and the relevant vice president. All requests should be accompanied by a) construction-cost estimates, b) identified sources of funds, c) the amount of funds requested, and d) linkage to the Campus Master Plan as may be appropriate. In addition, any incremental operating costs to be incurred, inclusive of energy, maintenance, grounds, and housekeeping, are also to be identified.

**Meetings**

The Committee will meet three times per year so as to accomplish its work in a timely, responsive manner.

## **Reports**

The Committee will submit an annual report to the Board of Trustees at the close of each fiscal year.