

Docket Item:

10-Year Strategic Capital Plan Report and Check-In

Summary:

After receiving the official notice to proceed with the contract on February 6th, HECC staff conducted kick off meetings with the consultants and various stakeholders. Initial data collection has begun with all universities providing requested data. And the first round of campus visits has been planned for mid to late April.

Docket Material:

Kick-off meetings were held with the university vice presidents of finance during their routine monthly meeting on February 20th. Another kick-off meeting was held with HECC staff on February 27th and 28th. Meetings were also held with LFO staff on February 22nd and DAS staff on March 1st. A presentation to the Ways and Means Capital Construction Subcommittee is scheduled for Friday, May 3rd.

A more detailed timeline for the entire project including the review of the rubric and the submission of capital projects to the legislature is included below.

Timeframe	Item
February 6, 2019 - <i>Completed</i>	Signed Contract
Late February - <i>Completed</i>	Kick off meetings with HECC/stakeholders
March 15 - <i>Completed</i>	Initial data submission deadline
April 10-11	Funding and Achievement Subcommittee – update on project; overview of timeline, data submissions, visit schedule
April 15-19 April 29-May 3	First round of campus visits scheduled over two weeks: <ul style="list-style-type: none"> • Data collection and validation • Interaction with institution staff including facilities, enrollment, IR, finance, etc...
May 8-9	Funding and Achievement Subcommittee: <ul style="list-style-type: none"> • Review current rubric • Discuss rubric improvement opportunities
June 10-14 June 24-28 July 1-3 or 8-10	Second round of campus visits scheduled over two weeks: <ul style="list-style-type: none"> • More interaction with institutional staff • Town hall or similar sessions with broader stakeholders
June 12-13	Funding and Achievement Subcommittee: <ul style="list-style-type: none"> • Discuss proposed new rubric
August 7-8	Funding and Achievement Subcommittee: <ul style="list-style-type: none"> • Adopt new rubric • Rubric Revised and Shared with VPFAs • Final Project Call to Universities for Short Session 2020
September 1	Strategic Capital Development draft report due to HECC leadership
September 30	Final report due to HECC leadership
October 1	Deadline for HECC to accept projects

October 9-10	Funding and Achievement Subcommittee: <ul style="list-style-type: none"> • Contractor presents final report • F&A recommends to Commission to adopt the Ten Year Strategic Capital Plan
November 1	Deadline for HECC staff to review projects using revised rubric
November 6-7	Funding and Achievement Subcommittee: <ul style="list-style-type: none"> • Adopt 2020 Capital recommendations
November 8	HECC Sends Projects to DAS Capital for Financing
Early December or January	Prioritized list to Legislature for consideration

The details associated with the first round of visits including the visit dates, a proposed agenda for each visit and possible attendees is included below.

Visit Dates

- Monday April 15–Western Oregon University*
- Tuesday April 16–University of Oregon*
- Wednesday April 17–HECC Coordination Day –Salem*
- Thursday April 18–Portland State University and OT-Wilsonville*
- Friday April 19–Oregon State University*
- Monday April 29–Oregon State Cascades*
- Tuesday April 30–Oregon Tech*
- Wednesday May 1–Southern Oregon University*
- Thursday May 2–Eastern Oregon University*
- Friday May 3 – Ways and Means Capital Subcommittee*

Proposed Agenda/Topics to Address

1. Understanding and validating the data provided by the institutions
2. Understanding exiting inventory and physical plant
3. Understanding the thinking of the current Master Plan and Capital Plans
4. Taking a brief tour of the campus *1-2 hours*
5. Architect to Architect 1:1
6. Enrollment assumptions and forecasting
7. Institutional reviews
8. Research and its impact on the ten year capital plan
9. Opportunities for collaboration

Proposed Attendees from each institution

- VPFA- *for welcome and overviews*
- Facilities Directors
- Finance, Capital, and Budget Directors and those who have had inputs to the ten-year capital plans
- Enrollment Staff and Registrars
- Institutional Research Staff

Staff Recommendation:

No action recommended, discussion only.