

Saint Paul School of Theology
May 2019 Board Meeting Minutes
May 1 – 2, 2019
Saint Paul Classroom – Oklahoma Campus

Wednesday, May 1, 2019

Board Meeting

Joining via computer: <https://zoom.us/j/743594024>

Joining phone: 669.900.6833; Meeting ID: 743 594 024

Board members present:

In person: Michael Parmely, Tex Sample, Derrek Belase, Susan Lindahl, Glenn Grove, Susanne Teel, Jabari Wamble, David Deckert, Mark Faulkner, David Martin, Lee Myane, President Neil Blair
Via Zoom: Andy Bryan

Guests: Mr. Bill Riley, Matt Mills, Jeanne Hoeft, Angela Sims, Leanna Walkowiak, Stan Basler

Call to Order:

Meeting officially called into session at 12:45pm by Chair Michael Parmely, with a review of the meeting agenda, introduction of those in attendance, followed by a devotion by Tex Sample, “What does it mean to shape an identity and be faithful to it?” Tex included Romans 12: 1 – 2 in the devotion.

Approval of October 2018 BOT meeting minutes:

Motion to approve the minutes was made by Susan Lindahl, seconded by Mark Faulkner.

The motion carried.

Facilitated Strategic Planning session by guest Mr. Bill Riley:

Institutional Identity: One institution – Two locations

- Three sessions
 1. Leadership Roles and Relationships, handouts provided:
 - A Star Organization
 - Board of Directors Fiduciary Responsibilities
 - Vision ... To ... Reality
 - Ten for the Road
 2. Balancing Responsibility
 3. Two Campus Opportunities
- 2. Exercise with three tasks and group processing time.

Notes from group processing questions discussed in various small groups regarding the important foci for SPST:

 1. Partnerships
 2. Communication Quality
 - a. Bring broader conversations
 - b. Trust
 3. Image
 - a. Identity
 - b. Oklahoma
 4. Vision – expand the focus of the institution, three-legged stool of success (shared vision):
 - a. Student
 - b. Employer
 - c. Community

5. Innovation
 - a. Nimble and agile
 - b. Curriculum and program innovation
 - c. Increase enrollment
6. Resources
 - a. Affordability
 - b. Strategy for financial health
7. Assessment

- Group activity regarding one seminary, two campuses

Mr. Riley's primary questions:

- "How can you use the two-campus base to achieve the eight strategic goals?"
- "Which goals can you achieve most effectively using the two campuses?"

Following the group discussion, identified goals were #2, #4, and #8 of the SPST Strategic Plan. Mr. Riley encouraged the Board to convert the above goals into future Board and Staff agendas; determine who is taking the next step. Michael Parmely suggested the Board select an ad hoc group to prioritize this work rather than a standing committee with the group charged with decision-making. Mr. Riley mentioned that Advisory groups, which could be used once or twice per year, have value in getting folks feeling that they have a connection without becoming an official part of the organization. Glenn Grove asked if this work was also being done by the Program Innovation (PI) Taskforce. Angela Sims confirmed that it was being done by the PI Taskforce and indirectly with the changes to the Master of Arts in Christian Ministry (MACM) with a specific focus on diversifying the student body in a number of ways. President Blair reminded the group of the commitment to the OKC Campus as we are in the process of hiring a director for the OKC campus. Susan Lindahl mentioned the suggestion from the morning session of the New Trustee Training that maybe we should do something bigger than we are even thinking of in OKC.

Meeting closed with a prayer by Dustin Petz and was adjourned at 4:59pm.

Note: 6pm – 10th Anniversary celebration of SPST at OCU in the McDaniel Student Center Great Hall

Thursday, May 2, 2019

Joining via computer: <https://zoom.us/j/226462742>

Joining via phone: 669.900.6833; Meeting ID: 226 462 742

Board Members Present:

In-person: Michael Parmely, Tex Sample, Derrek Belase, Susan Lindahl, Glenn Grove, Susanne Teel, David Deckert, Mark Faulkner, Tish Malloy, David Martin, Lee Myane, Jabari Wamble, President Neil Blair

Via Zoom: Andy Bryan

Guests: OCU President Martha Burger, Matt Mills, Jeanne Hoeft, Angela Sims, Leanna Walkowiak, Stan Basler, Elaine Robinson

Guests via Zoom: Margaretta Narcisse, Jennifer Smith

Meeting was opened at 8am by Chair Parmely with an overview of the agenda; opening prayer and introduction of Oklahoma City University (OCU) President Martha Burger by Derrek Belase.

Guest speaker OCU President Martha Burger:

Remarks, including a PowerPoint presentation overview of OCU, was shared by President Burger. Fundraising has been a priority with aspirations to be: a good neighbor and partner with business and industry as Oklahoma City's university; train and develop graduates who create, lead, and serve; financially sustainable; and broadly accessible.

Open conversation about Oklahoma City University (OCU) and Saint Paul School of Theology (SPST) and how the two can collaborate to benefit both institutions. President Burger suggested that there is value to the collaboration, but that it is not leveraged to its fullest. Conversation regarding the small niche market of SPST's two locations. President Burger responded that at the end of the day, we want more students utilizing their revenue model as a faith-based university to serve students well. As a faith-based university it makes sense to leverage the partnership with SPST. Additional conversation regarding progressive versus fundamentalist theology and where OCU stands on the topic. President Burger shared that she tells students that the church is the church and the school is the school and are different. Conversation around the term "progressive", "the common good", and "vocation." An exploration of ways to partner to bring resources to both institutions was suggested with possibly new revenue sources. President Blair stated that SPST is open to dual degree opportunities, as SPST is investing in Oklahoma.

President's Report: President Neil Blair

Full written report is available on Moodle.

Committee Reports – Michael Parmely

In the interest of time the committee reports for the Academic Committee, Strategic Planning and Evaluation Committee, and the Executive Committee are posted on Moodle and will not be given verbally.

Academic Committee – Tex Sample

Due to time constraint the Academic Committee report was not given during the meeting, but report is posted on Moodle.

Strategic Planning and Evaluation Committee -Susanne Teel

Due to time constraint the Academic Committee report was not given during the meeting, but report is posted on Moodle.

Resource Committee – Susan Lindahl and Matt Mills

A high-level view of the budget has not changed from past reports. Focus placed on document 8.2 regarding budget parameters. The operation budget is very conservative and includes funds for a new faculty who would be full-time, non-tenured track. Teaching area would cover preaching and worship combined with responsibilities as the Director of Contextual Education. In addition, the position will also serve as the Chapel Coordinator at the Kansas Campus working with the chapel coordinator in OKC. The CV's will be posted on Moodle and interviews will take place May 6th and 7th. Moving forward with a financial commitment for a position in OKC, which will be discussed in Executive Session.

With the very conservative budget we have 4.5% contingency of our operating budget and are conservative in all of the revenue streams. SPST is in a solid position but could have challenges ahead. Important to look at other reports such as the MFE.

Motion to approve the 2019 – 2020 through 2021 – 2022 budget parameters proposal was made by the Resource Committee and requested full-board support and approval to accomplish the mission and strategic plan of SPST.

Following discussion, the motion carried.

Governance Committee – Glenn Grove

The Governance Committee brought several motions to the Board for approval.

Motion to approve the following bylaw change concerning the position of the Past Board Chair. Article IV, Paragraph 2A shall be amended to include the statement: “Lifetime board members are not eligible to serve as a member of the Executive Committee.”

The motion carried.

Motion to approve the Trustee Covenant as presented in previous board meeting.

The motion carried.

Motion to approve the election of the Board Officers for 2019 – 2020.

- Chair – Tex Sample
- Chair Elect – David Martin¹
- Secretary – Derrek Belase
- Treasurer – Susan Lindahl

The motion carried.

Michael Parmely passed the gavel to Tex Sample who took control of the meeting.

Tex Sample spoke about his experiences with Chairperson Parmely. “To follow Michael Parmely is a terrifying experience,” Tex commented. He mentioned Michael’s intelligence, his capacity for work and his persistence, his penchant for detail, his critical reading ability, his capacity to stay on-course and his good humor as some of his best traits. His commitment to getting the job done and his commitment to this school in addition to his piety are exemplary. “Michael Parmely shows up,” Tex concluded.

Motion to approve the election of the Committee Chairpersons for the 2019 – 2020 year.

- Academic Committee – David Martin
- Governance Committee – Derrek Belase
- Resource Committee – Susan Lindahl
- Strategic Planning and Evaluation Committee – Susanne Teel

The motion carried.

Motion to approve of the election of Arden Borgen and Tish Malloy as at-large members of the Executive Committee.

The motion carried.

Motion to approve the election of Michael Primely as a life-time member.

The motion carried.

¹ Chair-elect serves as the “Development Officer” for the board – 100% giving by TT and encouraging them annually to increase their giving

Executive Session: Tex Sample, newly elected Board Chair

**Motion to move to Executive Session was made by Michael Parmely and seconded by Susanne Teel.
*The motion carried.***

**Motion to Rescind Executive Session was made by Michael Parmely and seconded by Susanne Teel.
*The motion carried.***

**Motion to move to Executive Session with President Blair present was made by Michael Parmely and seconded by Susanne Teel.
*The motion carried.***

**Motion to close Executive Session with President Blair present was made by Michael Parmely and seconded by Glenn Grove.
*The motion carried.***

Meeting adjourned at 10:56am

Note: Trustees Chapel Service in Harris Chapel at 11am

Respectfully submitted,

Derrek Belase
Board Secretary

Reported Motions from the Executive Committee

Motion 1:

The newly elected Board Chair will lead the board officers and President Blair in selecting members of a small ad hoc group to include two trustees, President Blair, one or more outside individuals, and, if appointed, the new director of the SPST at the Oklahoma City University (OCU) campus to undertake the following:

1. Guided strongly by the work already accomplished by the board and others at the May 1 meeting, consider strategies for translating one or more of the identified strategic goals into plans of action.
2. Present to the full board at its summer 2019 meeting several options for initiating intensified work on the identified goal(s), particularly focusing on what can be accomplished at SPST at OCU.
3. Lead the full board in a day-long planning session during the summer of 2019 in a process of deliberating the details of the (various) data-informed action plan(s), likely barriers, any negative outcomes, implementation costs, and other important associated factors.

Motion 2:

Convene the Governance Committee to develop a timeline for a presidential search and to identify and appoint a search committee by August 1, 2019.