



**WESTERN OREGON UNIVERSITY BOARD OF TRUSTEES
REGULAR BOARD MEETING
FEBRUARY 25, 2015
HAMERSLY LIBRARY, ROOM 107
2:00-6:00 PM
MEETING NO. 3**

SUMMARY SHEET

Pending the approval of written minutes of the Board meeting, this sheet summarizes attendance, votes, motions, and any actions by the Board at its February 25, 2015 regular meeting. The Board docket for this meeting is available at:

<http://www.wou.edu/board/files/2016/08/02.25.15-Agenda.pdf>

This summary sheet is provided for informational purposes only. For questions or comments, please contact the Board's Office at 503-838-8888 or board@wou.edu.

(1) Call-to-Meeting/Roll Call

Chair Baumgartner called the meeting to order at 2:08 PM and asked Ryan Hagemann to take roll.

The following trustees were present:

Arredondo (arrived at 2:13 PM)
Baumgartner
Guthrie
Hurtado
Koontz
Kulongoski
Llamas
Minahan
Mladenovic (arrived at 2:10 PM)
Paraskevas
Shetterly
Taylor (participated by phone and arrived at 2:14 PM)
Weiss (non-voting)

The following trustees were absent:

Hokanson

Ingle

(2) Chair's Welcome

Chair Baumgartner welcomed the Board to the meeting and reviewed the agenda and structure of the preliminary meetings prior to independence on July 1, 2015. He observed that the meetings would be educational in part and systemic in part. Baumgartner noted that before turning to the draft governance documents, the Board would receive several reports from the president and his cabinet and receive an update on the legislative session, observing Governor Kate Brown as the state's new governor. Baumgartner shared that there was no scheduled March meetings because of spring break and the obligations of the presidential search. He asked whether or not trustees were having issues with their new wou.edu email accounts and confirmed with staff that key events would be communicated to the Board on a routine basis.

(3) President's Report

Chair Baumgartner recognized President Mark Weiss for his report. Weiss shared the progress about the Council of Presidents with the Board. He observed there was much concern and question about the emergence of the new Higher Education Coordinating Commission and various requirements, such as HECC board evaluations, the achievement compact from the Oregon Education Investment Board, and changes to state bonding protocols due to the governance changes. Weiss reported that he shared a draft Board Statement on Shared Governance with campus constituents and wanted campus input prior to including the draft in the Board packet for consideration. Weiss also reviewed the university's organizational chart with the Board. He turned to Provost and Vice President for Academic Affairs for a brief comment about the HECC board evaluation template. President Weiss recognized Ryan Hagemann for a brief report on the legislative session.

Hagemann reported additional information about the new governor, including the speed with which she established her staff. Hagemann observed that it did not appear that agency heads, including the HECC executive director, would remain for continuity. Hagemann discussed the budget goal of \$755M, the co-chairs' current number of \$670M, and the potential impact of the kicker. He shared that there was still some question about how duties and work groups were assigned to HECC. He stated that minimum wage, sick leave, familial leave, and flexible work schedules for employees were all legislative proposals that the universities were monitoring. Hagemann noted the Oregon Student Association rally and the plans for a lobby day for the four smaller institutions, including WOU, which remained in the OUS. He noted that SEIU

bargaining was underway. The Board asked Hagemann about confidence in the appropriation number and he opined that it would probably land somewhere between the current co-chair recommendation of \$670M and the universities' goal of \$755M. Hagemann discussed the redesign of the Oregon Opportunity Grant (OOG) to provide greater predictability and observed that, at present time, only students with an estimated family contribution (EFC) of zero would be eligible for the OOG. He noted that the Statement of Economic Interest required all of trustees on public boards and commissions would be circulated shortly.

(4) Reports

(a) Provost & Vice President for Academic Affairs

Chair Baumgartner and President Weiss turned to Provost & Vice President for Academic Affairs Steve Scheck for a report on his areas of responsibility. Scheck reiterated the structure of the Colleges of Liberal Arts and Sciences (LAS) and Education, but included The Research Institute and Library as well. He described other units, such as enrollment management, Academic Innovation Center, academic advising and tutoring centers. Scheck reviewed the process to develop academic and degree programs at the university, including the significant involvement of divisions and the Faculty Senate. He noted that the Faculty Senate had responsibility for curriculum, academic standards, and faculty development. Scheck also referenced the faculty union separate from the Faculty Senate. In addition to the faculty's central role in curriculum and degree programs, Scheck noted that HECC and Provost Council involvement would need to be monitored and incorporated. He noted that there were several new degree and certificate programs in the pipeline. Scheck turned to Associate Provost David McDonald for a discussion of enrollment.

McDonald reviewed the number of degrees awarded and offered historical data concerning WOU's enrollment picture. Trustee Taylor commended WOU for gains in diverse student recruitment and asked if the same progress was realized in the work force. President Weiss noted the presence of a WOU Diversity Council. McDonald shared the pride in graduation rates for Latino students at WOU. He observed that the change in statewide demographics would be an opportunity and a challenge for WOU and other public universities. He shared that there were about 6,000 students at WOU, from sixteen countries. He noted that 75% receive financial support and 50% receive the Pell Grant. He described various innovative communication strategies to attract students. McDonald shared that 30-35% of the incoming class came from a community college. McDonald also highlighted collaborations designed to attract students, such as the bilingual initiative with Hillsboro, Central and Salem-Keizer school districts, as well as the Latino Advisory Board and the Willamette Promise. McDonald stated that the Willamette Promise was based on a replication grant from the Oregon Education

Investment Board. Trustee Kulongoski asked about learning best practices for high school graduation from Woodburn High School.

(b) Vice President for Student Affairs

Vice President for Student Affairs Gary Dukes was recognized for a brief report on the structure and resources for student life at Western Oregon University. Dukes reviewed the units that reported to him and noted that the units were funded very differently, including some general fund programs and user fee programs. Dukes observed that two grant-funded units are included in student affairs and took time to review the housing and residence life program at the university. Dukes shared the resources and processes regarding mental health counseling and sexual misconduct prevention on campus. He also described the student enrichment program. Dukes noted that WOU was fortunate to receive a federal grant from the US Department of Justice for sexual misconduct prevention. Kulongoski asked questions about training and sexual misconduct prevention. Trustee Mladenoivc asked about a climate survey and Dukes replied that it was in process. Dukes recognized Ana Hernandez-Hunter to share information about the Cesar Chavez Conference. Hernandez-Hunter observed that the conference was designed to develop leadership skills and motivate education completion of Latino high school students in the state. She noted that the program started in the Portland area and eventually was established as a non-profit organization that moved to WOU in 2007. She shared that it was a truly impactful event and draws many students to the WOU campus. Hernandez-Hunter played a brief video describing the conference to the Board.

(c) Vice President for Finance & Administration

Vice President for Finance & Administration Eric Yahnke was recognized to describe his areas of responsibility. Before turning to budget, he observed business services, human resources, payroll, physical plant, campus public safety, and information technology. Yahnke offered a budget overview, noting that the fund balance was healthy due to some savings in vacancies. He shared WOU had a budget process that did not finalize the budget until September after the dust had settled with enrollment and state appropriation. Yahnke also described the transition from the Oregon University System to a University Shared Services Enterprise. The Board asked questions about PERS and assessments. He focused on the prior assessments from OUS and how shared services would be funded into the future. Yahnke described the potential impact of any minimum wage changes. Yahnke also reviewed the new allocation formula from the HECC and state with regard to state appropriation for the universities. He described potential changes to bonding liabilities. Yahnke outlined details of the funding formula and legislative approaches to funding. Yahnke demonstrated an interactive budget model that allowed users to make adjustments to various assumptions regarding the

budget. President Weiss and Yahnke described tuition discussions at the other campuses.

(5) ACTION ITEM: Preliminary 2015-2016 Tuition Proposal

Chair Baumgartner reconvened the meeting and asked Yahnke to review the preliminary 2015-016 tuition proposal. Yahnke reviewed budget assumptions and the share of the university's budget that came from student tuition. The Board discussed several budget assumptions and Baumgartner asked, before some trustees had to leave, to turn to the tuition recommendation specifically. Yahnke described student involvement in reviewing tuition proposals. After discussion, Yahnke noted that the WOU needed to communicate a preliminary range to the State Board of Higher Education, which still had authority over tuition decisions. Weiss and Yahnke noted that it would like the Board to endorse a range of 2-4% increase for resident undergraduate tuition. The range was necessary because of the impact of the kicker and uncertain appropriations. Trustee Paraskevas asked about salary assumptions in the model.

After discussion, Chair Baumgartner called for a motion to endorse the 2-4% resident undergraduate tuition increase to the State Board of Higher Education. After it was moved and seconded, Baumgartner called for a vote:

The following trustees voted in favor of the motion:

Arredondo
Baumgartner
Guthrie
Hurtado
Koontz
Kulongoski
Llamas
Minahan
Mladenovic
Paraskevas
Shetterly
Taylor

Weiss is non-voting.

The following trustees voted against the motion:

None.

The motion passed. Trustee Koontz observed that it was encouraging that the students wrote a letter of support with regard to a tuition increase.

(6) Work Session

(a) Old Business

After the preliminary tuition action item, Chair Baumgartner turned the Board to the various draft governance documents under consideration. He noted that the new drafts attempted to capture the changes and amendments suggested at the January 2015 meeting. Baumgartner noted that the Board would not move to approve the redlined documents because he wanted the Board to approve the drafts all at the same time. Baumgartner asked the Board for comments and Kulongoski asked for further clarification on conflicts of interest sections and observed that the documents were well done. Baumgartner, without further questions, turned to the three new documents under consideration.

- (i) Board Bylaws**
- (ii) Board Statement on the Delegation of Authority**
- (iii) Board Statement on Board Committees**
- (iv) Board Statement on the Conduct of Public Meetings**
- (v) Board Statement on the Performance of Official Business**
- (vi) Board Resolution on the Responsibilities of Individual Trustees**

(b) New Business

After a brief discussion on the old business, Baumgartner turned to the new drafts for the Board to consider. He noted that the draft Board Resolution on Shared Governance was circulating with the campus's shared governance entities—the Faculty Senate, the Staff Senate, and the Associated Students of Western Oregon University. He noted that any comments from those entities would be included at the next Board meeting when the Board considers the draft. Mladenovic shared that she would like to see those comments before she made any comments on the draft. Weiss noted that Hagemann would go to Faculty Senate to present the draft and answer any questions. Guthrie asked about whether the Administrative Support Council was a part of the process. Weiss described the distinction between the Staff Senate and the Administrative Support Council.

(i) Board Statement on Ethics and Conflicts of Interest

(ii) Board Statement on Policies

Baumgartner asked Hagemann to go through the draft Board Statement on Policies with some specificity. Hagemann described the concept of a policy council and shared its historical existence at the Oregon University System. He shared that it was designed to be both informal and flexible. Hagemann noted it would be important to have shared governance representatives on the council. He described the definitions of various categories of authority in the draft, such as board statements, policies, and procedures. Hagemann outlined the process by which OUS was attempting to revise and repeal policies before they had to officially transfer to WOU. Baumgartner asked for clarification about the difference between board statements and board resolutions. He also noted he had some concern about requiring the Board itself to turn to the Policy Council for advice and process. Koontz asked about the committee responsibilities for policies and Hagemann explained that it would be included in the committee charters to the extent it was required. Hagemann reiterated the hierarchical organization of the definitions, noting that board statements, for example, would trump policies and procedures. Baumgartner asked for further questions and expressed that he was very pleased with the progress and reminded trustees to send any thoughts or questions to Hagemann so that they might be included in further drafts for the Board to consider.

(7) Final Announcements

Before adjournment, Baumgartner briefly reviewed potential committee possibilities and asked trustees to consider the areas in which they would like to serve. He asked Hagemann to develop a template for the committee charters so that trustees would have some guidance. Guthrie asked for an update on the presidential search and Baumgartner reviewed the timeline and the requirements for candidate interviews. Koontz asked for information about commencement and Weiss noted that there would be a special naming ceremony and to stay tuned for further information. Weiss shared that Oregon State Senate President Peter Courtney would be the commencement speaker.

(8) Adjournment

Chair Baumgartner adjourned the meeting at 5:45 PM.

Ryan J. Hagemann

Secretary to the Board of Trustees