



**REGULAR MEETING OF THE WOU BOARD OF TRUSTEES
MEETING NO. 27 – APRIL 17, 2019
12:00 PM – 6:00 PM
WERNER UNIVERSITY CENTER, COLUMBIA ROOM**

DRAFT MEETING SUMMARY

Pending the approval of written minutes of the Board meeting, this sheet summarizes attendance, votes, motions and any actions by the Board at its regular April 17, 2019 meeting. The Board docket is available at:

<http://www.wou.edu/board/files/2019/04/Docket-Mtg-No-27-APR-17-2019-040919.pdf>

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

I. CALL-TO-MEETING/ROLL CALL

Chair Betty Komp called the Board meeting to order at 12:01 PM and asked Secretary Ryan Hagemann to take roll. The following trustees were present:

Zellee Allen
Jaime Arredondo (arrived by phone at 1:04 PM)
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Rex Fuller
Betty Komp
Cec Koontz
Malissa Larson
Doug Morse
Lydia Muniz
Lane Shetterly

The following trustees were absent:

Gavin Keulks
Jenny Mladenovic

II. CHAIR'S WELCOME

Komp welcomed the Board and audience and the trustees to the April board meeting. She introduced Doug Morse, the Board's newest trustee.



III. LUNCH/SHOWCASE: Tuition and Fee Advisory Committee

Komp asked Vice President for Finance and Administration Dr. Ana Karaman to introduce the Tuition and Fee Advisory Committee (TFAC) members. The following TFAC members were present:

Dr. Hamid Bahari-Kashani
Dr. Becka Morgan
Evelyn Guzman
Lizbeth Marquez Gutierrez
Erik Morgan
Carlos Chairez

Karaman made introductory comments and asked Guzman and Dr. Morgan to make some brief comments. The Board, staff, and TFAC engaged in conversation about the process TFAC used to come to its recommendation for a tuition rate increase that the Board would consider later in the meeting.

IV. CONSENT AGENDA (January 16, 2019 meeting minutes)

Komp called for a motion to approve the consent agenda, consisting of the Board minutes for the January 16, 2019 meeting. Shetterly moved approval and Koontz seconded the motion. The following trustees voted for approval:

Zellee Allen
Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Malissa Larson
Doug Morse
Lydia Muniz
Lane Shetterly

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.



V. PUBLIC COMMENT

Dr. Chloe Hughes, representing the Western Oregon University Federation of Teachers (WOUFT), shared comments on revenue and higher education funding. A copy of a WOUFT resolution was provided to the Board prior to Dr. Hughes' public comments.

VI. SHARED GOVERNANCE REPORTS

1) Faculty Senate

Komp recognized Dr. Adele Schpiege, Faculty Senate President, for a brief Faculty Senate report. Dr. Schpiege offered comments on the following topics: faculty representation and shared governance, process for curriculum and program changes, snapshot of other faculty efforts beyond curricular work, and a reminder about the upcoming Academic Showcase. Larson asked about the sustainability of the number of committees and work of faculty.

2) Staff Senate

Komp recognized Rip Horsey, Staff Senate President, for a brief Staff Senate report. Horsey offered comments on the following topics: working with AVP for Human Resources Judy Vanderburg on a campus climate survey, presentations by WOU's new Veterans Resource Center Director Colin Haines, spring staff newsletter, Student Support Committee, and shared governance and the new Fifth Tuesday meetings (including the agenda for the upcoming April 30, 2019 meeting).

3) ASWOU

Komp recognized ASWOU President Evelyn Guzman for a brief ASWOU report. ASWOU Vice President Erik Morgan joined Guzman for the report. Guzman offered comments on the following topics: ASWOU elections, student surveys (including whether to change the term 'Dead Week'), student participation on OSERA conference, discussion of OSU's possible departure from the Oregon Student Association, and work on ASWOU Senate governing documents.

VII. PRESIDENT'S REPORT

Komp asked Dr. Rex Fuller for the President's Report. In his report, Fuller highlighted and addressed the following topics:

- Update on the Northwest Commission on Colleges and Universities (NWCCU) mid-cycle review visit;
- NWCCU's approval of WOU's new MA in Organizational Leadership;
- Update on the Doctor of Physical Therapy;



- Update on the WOU: Salem effort;
- Intentional effort in reaching out to students about registration holds and nudges to register;
- Update on open educational resources (OER);
- Update on the 2019 Legislative Assembly and efforts to secure adequate funding;
- Update on Policy Council changes, including the creation of an Executive Policy Group (EPG);
- Information on HB 2864 and cultural competency efforts;
- Efforts toward the creation of Divisional Strategic Plan to link to the University's strategic plan;
- Update on WOU's strategic approach to admission and enrollment;
- Changes to the University's Diversity and Inclusion Advisory Committee;
- Completion of work from the Incidental Fee Committee;
- Recognition of Associate Vice President and Dean of Students Tina Fuchs by the Northwest Association of College and University Housing Officers;
- Update on changes to alumni and giving outreach;
- Update on planning and readiness of the pending comprehensive campaign;
- WOU's participation in an NCAA APPLE conference on alcohol, tobacco, and other drugs; and
- Update on the President's various community engagements and outreach activities.

VIII. BREAK

IX. FINANCE & ADMINISTRATION COMMITTEE (FAC)

1) Committee Chair Report

Komp acknowledged FAC Chair Cec Koontz and asked her for brief FAC report. Before turning to the FAC items on the agenda, Koontz shared information on the following topics regarding the April 4, 2019 FAC meeting: University Budget Advisory Committee (UBAC) (including assessment of the committee changes over the past academic year), University Technology Advisory Committee (UTAC), and an update on the University's quasi-endowment.

2) Committee Recommendations for Board Action/Discussion



a) Management Report (as of February 28, 2019)

Komp recognized Koontz and Vice President for Finance and Administration Dr. Ana Karaman to introduce the Management Report as of February 28, 2019. Karaman asked WOU Budget Manager Camarie Campfield to outline the Management Report. Campfield reported that the projected budget deficit was less-than-expected. Baumgartner asked about the description of a budget deficit, but how the University is hitting its fund balance target. Shetterly asked Karaman and Campfield about the lower-than-expected labor costs. After discussion, Komp called for a motion to accept the Management Report as of February 28, 2019 as presented and included in the written docket materials. Baumgartner moved approval and Shetterly seconded the motion. The following trustees voted for approval:

Zellee Allen
Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Malissa Larson
Doug Morse
Lydia Muniz
Lane Shetterly

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

b) Capital Projects

i. Natural Science Building Transfer of Operating Funds

Komp asked Koontz and Karaman to continue with the Natural Science Building Transfer of Operating Funds. Koontz and Karaman described the circumstances surrounding the bridge transfer proposal. After discussion, Komp called for a motion to approve the transfer of operating funds for the Natural Science Building as presented and included in the written docket materials. Shetterly moved approval and Larson seconded the motion. The following trustees voted for approval:



Zellee Allen
Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Malissa Larson
Jenny Mladenovic
Doug Morse
Lydia Muniz
Lane Shetterly

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

ii. Information Technology Center Renovation Budget Approval

Komp asked Koontz and Karaman to continue with the Instructional Technology Center (ITC) Renovation Budget Approval. Karaman clarified that ITC stood for Instructional Technology Center, not *Information* Technology Center, as included in the written docket. Karaman described the change in seismic projections that altered the proposed budget for the capital project. She described the sources of funds that would make up the additional \$4M needed for the budget. Morse asked whether the proposed use of the funds affected other planned projects. After discussion, Komp called for a motion to approve the Instructional Technology Center (ITC) Renovation Budget as presented and included in the written docket materials. Larson moved approval and Muniz seconded the motion. The following trustees voted for approval:

Zellee Allen
Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Malissa Larson
Doug Morse
Lydia Muniz
Lane Shetterly



No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

c) Tuition & Fees

i. 2019-2020 Tuition Rate

Komp recognized Fuller, Koontz and Karaman to discuss the proposed 2019-2020 rate for resident, undergraduate tuition. Koontz referenced previous discussions with the University's Tuition and Fee Advisory Committee and recognized the "ceiling" of 2.5% recommended increase. Baumgartner and Shetterly both asked for an explanation in the deficit spending approach to setting the 2019-2020 resident, undergraduate tuition rate. After discussion, Komp called for a motion to approve 2019-2020 tuition rate increase of 2.33% (\$4/credit) for resident, undergraduate tuition as presented and included in the written docket materials. Baumgartner moved approval and Larson seconded the motion. The following trustees voted for approval:

Zellee Allen
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Malissa Larson
Doug Morse
Lydia Muniz
Lane Shetterly

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

ii. 2019-2020 Tuition and Fee Book



Komp moved to the 2019-2020 Tuition and Fee Book and asked Fuller, Koontz, and Karman to continue with the presentation. Karaman reviewed all of the proposed changes to the 2019-2020 Tuition and Fee Book. They included: (1) updates to the course fee policy language, (2) elimination of additional fees charged for online courses for students who take a mix of online and face-to-face instruction, (3) implementation of a Salem campus rate, (4) implementation of an Organizational Leadership rate regardless of modality, (5) authorization of a health service fee to be charged on the first credit of face-to-face classes, (6) approval of undergraduate students to take up to fifteen (15) graduate credits at an undergraduate rate, (7) increase of matriculation fee by \$15 to permit the elimination of the \$50 graduation application fee, and (8) elimination of the differential rate for the graduate MA in Interpreting Studies. After explaining the policy changes, Karaman also took care to review the proposed tuition rate increases separate from the resident, undergraduate rate previously approved. After discussion, Komp called for a motion to approve 2019-2020 Tuition and Fee Book as presented and included in the written docket materials. Shetterly moved approval and Evans seconded the motion. The following trustees voted for approval:

Zellee Allen
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Malissa Larson
Doug Morse
Lydia Muniz
Lane Shetterly

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

X. EXECUTIVE GOVERNANCE & TRUSTEESHIP COMMITTEE (EGTC)

1) Committee Chair Report

Komp offered a brief report of EGTC activities, acknowledging that the committee will be busy in the coming months with the President's evaluation.

2) Committee Recommendations for Board Action/Discussion

a) Legislative Update



Komp asked Vice President & General Counsel for a brief legislative report. Hagemann and McDonald offered brief comments, primarily focused on progress in securing budget.

XI. BREAK

XII. ACADEMIC & STUDENT AFFAIRS COMMITTEE (ASAC)

1) Committee Chair Report

Komp recognized ASAC Chair Lane Shetterly and asked him for a brief ASAC report. Before turning to the ASAC items on the agenda, Shetterly shared information on the following topics: Willamette Promise (handout in the red folder), general education reform, and NWCCU mid-cycle visit and report.

2) Committee Recommendations for Board Action/Discussion

a) Proposals for new undergraduate certificates:

i. Bilingual/English for Speakers of Other Languages (ESOL)

Komp asked Shetterly and Provost and Vice President for Academic Affairs Dr. Rob Winningham to introduce the Bilingual/English for Speakers of Other Languages (ESOL) certificate proposal. Winningham asked the Dean of the College of Education Dr. Mark Girod and the Dean of the College of Liberal Arts and Sciences Dr. Kathy Cassity to join him in the presentation of the various academic proposals on the agenda. After discussion, Komp called for a motion to the Bilingual/English for Speakers of Other Languages certificate as presented and included in the written docket materials. Before the motion, Shetterly suggested a motion to approve all of the certificate and minor programs out of the College of Education (ESOL certificate, ESOL minor, Early Childhood Education certificate, Early Childhood minor) on the agenda as a slate. Koontz moved approval and Larson seconded the motion. The following trustees voted for approval:

Zellee Allen
Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Malissa Larson
Doug Morse
Lydia Muniz
Lane Shetterly



No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

- ii. Early Childhood Education

Approved previously as a part of a slate vote.

- b) Proposals for new minors:

- i. Early Childhood Education

Approved previously as a part of a slate vote.

- ii. English Studies

Komp asked Shetterly, Winningham and Cassity to continue with the proposed minor in English Studies. Cassity described the more contemporary, flexible pathway to the discipline to justify the proposed minor. After discussion, Komp called for a motion to approve the English Studies minor as presented and included in the written docket materials. Muniz moved approval and Larson seconded the motion. The following trustees voted for approval:

Zellee Allen
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Malissa Larson
Doug Morse
Lydia Muniz
Lane Shetterly

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed



- iii. English for Speakers of Other Languages (ESOL) and Bilingual Education

Approved previously as a part of a slate vote.

XIII. APRIL DISCUSSION THEME: Hispanic Serving Institution (HSI) Presentation
President Rex Fuller, Dr. Kathy Espino-Perez, David McDonald

Komp recognized Fuller and Associate Vice President for Public Affairs and Strategic Initiatives David McDonald to frame the April discussion theme of Hispanic Serving Institutions (HSI). Fuller and McDonald were joined by incoming faculty member Dr. Kathy Espino-Perez. Winningham offered a brief introduction and welcome to Dr. Espino-Perez. Fuller, McDonald, and Espino-Perez walked through the written presentation as included in the docket materials and engaged in conversation with the Board.

XIV. FINAL ANNOUNCEMENTS

Komp asked the Board if there were any final announcements and reminded the Board of the upcoming activity sheet in the red folder.

XV. ADJOURNMENT

Komp adjourned the meeting at 5:30 PM with a quorum of the Board (Zellee Allen, Jim Baumgartner, Zoe Chan-Tuyub, Gayle Evans, Rex Fuller, Betty Komp, Cec Koontz, Malissa Larson, Doug Morse, Lydia Muniz, Lane Shetterly).

Ryan James Hagemann
Secretary to the Board of Trustees