



BOARD OF TRUSTEES MEETING MINUTES

May 16, 2023 – 9:30 a.m.

Davis Stewart Center – Room 201

2750 University Park Blvd., Layton, UT 84041 | Hybrid Meeting

Trustee Members:

Ms. Kearston Cutrubus (Chair)
Ms. Karla Bergeson (Vice Chair)
Mr. Brent Bishop
Ms. Amanda Covington
Ms. Louenda Downs
Ms. Karen Fairbanks
Ms. Ashley Potokar (via Zoom)
Mr. Keith Titus
Mr. Don Salazar

Excused:

Mr. Rob Higginson

Weber State University Representatives:

Dr. Brad Mortensen, President
Ms. Adrienne Andrews, Vice President for Equity, Diversity and Inclusion & Chief Diversity Officer
Dr. Bret Ellis, Vice President for Information Technology
Dr. Ravi Krovi, Provost & Vice President of Academic Affairs
Dr. Betsy Mennell, Vice President for University Advancement
Dr. Norm Tarbox, Vice President for Administrative Affairs
Dr. Jeff Hurst, Interim Vice President for Student Affairs
Ms. Stephanie Hollist, General Counsel and Board Secretary
Mr. Steven Richardson, Director of Strategic Initiatives
Ms. Sherri Cox, Executive Assistant
Ms. Aubrey Lord, Staff Advisory Council Chair, Administrative Associate

Mr. Jason Francis, Faculty Senate Chair, Assoc. Professor/Health Sciences Librarian (via Zoom)

Mr. John Kowalewski, Executive Director, Marketing and Communications

Dr. Julie Rich, Dean, College of Social & Behavioral Sciences

Dr. Brenda Kowalewski, Associate Provost and Professor of Sociology

Ms. Jessica Greenberg, Associate Professor of Theatre, and Incoming Chair of the School of Performing Arts

Ms. Jessica Webster, Davis Campus IT Technician

Mr. Austin Petersen, Presidential Leadership Fellow

Press:

No press were present

Call to Order:

The meeting was called to order at 9:38 a.m. by Chair Kearston Cutrubus who welcomed all in attendance and asked for identification of any potential or perceived conflicts of interest after viewing the agenda. After hearing none, Chair Cutrubus proceeded with the meeting agenda.

Full Board Agenda Items

Recognition of Outgoing Trustees:

President Mortensen discussed recognition of outgoing trustees, which will not take place until Governor Cox appoints new trustees for those trustees whose terms have reached completion. Until then, trustees will continue to serve and will be recognized for their service once the changes are determined.

Appointment of Nomination Committee:

Chair Cutrubus discussed the appointment of the nomination committee members, which according to the bylaws, are appointed by the incumbent chair no later than the last regular meeting of the board before leadership elections. The nomination committee prepares recommendations for the office of chair and vice chair. The nomination committee members are Don Salazar, Ashley Potokar, Brad Mortensen, Stephanie Hollist, Adrienne Andrews and Norm Tarbox, as appointed by Chair Cutrubus.

Meeting Minutes Approval:

- a. **April 26, 2023, Board of Trustees Executive Committee Meeting:**
Meeting minutes from the Board of Trustees Executive Committee meeting on April 26, 2023, were reviewed by the Board of Trustees.
- b. **April 27, 2023, Board of Trustees Meeting:**
Meeting minutes from the Board of Trustees meeting on April 27, 2023, were reviewed by the Board of Trustees.

ACTION: Upon a motion by Trustee Louenda Downs to approve the minutes from the April 26, 2023, Board of Trustees Executive Committee meeting and the April 27, 2023, Board of Trustees meeting, with a second by Trustee Amanda Covington, the motion passed unanimously.

Approval of Vice President of Student Access and Success:

President Mortensen discussed that the Approval of the Vice President of Student Access and Success needs further review and will need to be tabled and addressed at an Executive Committee meeting in the future.

ACTION: Upon a motion by Vice Chair Karla Bergeson to remove the approval of Vice President of Student Access and Success from the agenda with a second by Trustee Downs, the motion passed.

Information

College Liaison Report:

Chair Cutrubus, serving as a liaison to the College of Social & Behavioral Sciences (CSBS) gave a brief report and introduced Dr. Julie Rich, Dean of the College of Social & Behavioral Sciences, who gave a review of the different programs and emphasized that strength lies in the variety of disciplines offered. Dean Rich praised her faculty and their efforts to help students. A CSBS student center for advising and peer activities has been developed. College goals, several upcoming events, and a Taru, Kenya service project were discussed. Vice Chair Bergeson mentioned that Chair Cutrubus has started attending ROTC commissioning ceremonies which has encouraged more participation and support from other trustees. Dean Rich indicated that the Board of Trustees can help the college by continuing to support them in their comprehensive campaign fundraising goals including the naming of the college.

Special Topic – Faculty-Student Engagement:

Dr. Brenda Kowalewski gave a presentation on faculty-student engagement. She discussed four areas (1) engagement in *Amplify*; (2) engagement institutionalized; (3) state of engagement; and (4) scaling engagement. High impact education experiences (HIEE) were discussed along with statistics of the programs involved. An experiential mapping system that can be used alongside a graduation map was discussed along with the funding and implementation of this program once testing of the template is complete.

Faculty Presentation – WSU Theatre Students Win National Awards at the Kennedy Center:

Ms. Jessica Greenberg gave a faculty presentation on the WSU theatre students who participated in and won national awards at the Kennedy Center American College Theater Festival the week of April 17, 2023, in Washington, D.C. Student Marley Keith won the National Award for Lighting Design and student Porter Lance earned the National Award for

Scenic Design and the National Partners of American Theatre Andy Gibbs Design award. Marley Keith will represent the U.S. in June 2023, at the Prague Quadrennial of Performance Design and Space, the world's largest event in the field of scenography. Theatre productions provide high impact education experiences for students with faculty and staff, helping to support student retention and engagement. The theatre program connects with campus initiatives of sustainability, interdisciplinary work, Hispanic-Serving Institution university goals, and career ready skills.

Weber State University Reports

President's Report:

President Mortensen gave a review of the president's report and mentioned that Ms. Jessica Greenberg is a Presidential Outstanding Teaching in Excellence award winner this year. He announced that Trustee Amanda Covington was recently named as one of the "30 Women to Watch" award honorees in the state. The president talked about TheDream.US scholarships, of which 30 students out of 31 received and accepted the award for financial assistance.¹ The president then introduced a Presidential Leadership Fellow (PLF), Mr. Austin Petersen, who shared his personal Weber State story and what brought him to WSU. He will serve as the PLF president for the 2023-24 school year and is a student in the College of Sociology & Behavioral Sciences.

Alumni Association Report:

The Alumni Association report was reviewed in the packet without discussion.

Staff Advisory Council Report:

The Staff Advisory Council (SAC) report was discussed by SAC Chair Aubrey Lord. This is her last Board of Trustees meeting serving as the chair and incoming president Amanda Geilman will begin her term July 1, 2023.

WSUSA Report:

Trustee Ashley Potokar gave a brief report on the WSUSA and shared an organizational chart with the different vice presidents and their areas of responsibilities.

¹ After the meeting date, verification was received that all 31 students accepted the award for financial assistance.

Upcoming Events:

Upcoming events were reviewed without discussion.

Academic Policy Committee

ACTION Items: Trustee Louenda Downs

Trustee Louenda Downs, chair of the Academic Policy Committee, turned the time to Provost Ravi Krovi, who proposed the following action items:

a. Policy Changes:

Provost Krovi discussed the following policy changes:

1. PPM 1-13, Faculty Senate Constitution and Bylaws

This policy proposal includes verbiage related to ex-officio members and making the Assessment and Equity, Diversity, and Inclusion ad hoc committees standing committees.

It was discussed that the Equity, Diversity and Inclusion Committee will meet to conduct alignment for the strategic goals and the university plan for communication on EDI. Trustee Keith Titus discussed the need to add belonging to this effort.

2. PPM 6-22, Student Code

This policy proposal reflects the role of SAC in initiating changes to the student code. It also streamlines the process of making an amendment to the student code.

3. PPM 9-7, Faculty Responsibilities to the Institution

This policy proposal clarifies faculty responsibilities to the university with regard to on campus and virtual communication.

4. PPM 9-8, Faculty Responsibilities to the Community

This policy proposal clarifies faculty responsibilities as citizens, including the applicability of policies and laws, particularly when engaged in political activities.

ACTION: Upon a motion by Trustee Brent Bishop to approve PPM 1-13, PPM 6-22, PPM 9-7, and PPM 9-8, with a second by Trustee Downs, the motion was approved.

b. New Unit Change: Department of Foreign Languages to Department of World Languages and Cultures

Provost Krovi discussed the unit change of Department of Foreign Languages to Department of World Languages and Cultures. It was discussed that the change makes the program better aligned with the goal of global awareness and intercultural relationships.

ACTION: Upon a motion by Trustee Keith Titus to approve the New Unit Change: Department of Foreign Languages to Department of World Languages and Cultures, with a second by Trustee Don Salazar, the motion passed.

c. Program Name Changes:

Provost Krovi discussed the following program name changes. He indicated that items 1. and 2. were changed to reflect standard industry terminology:

1. **BA in Communication, Emphasis in Public Relations & Advertising to BA in Communication, Emphasis in Public Relations & Strategic Communication**
2. **BS in Communication, Emphasis in Public Relations & Advertising to BS in Communication, Emphasis in Public Relations & Strategic Communication**

The following six music major program name changes are recommended by the accreditation body while keeping the emphases the same:

3. **Music Major Performance and Pedagogy (BM), Instrumental Performance Emphasis to Music Major (BM), Instrumental Performance Emphasis**
4. **Music Major Performance and Pedagogy (BM), Keyboard Pedagogy Emphasis to Music Major (BA), Keyboard Pedagogy Emphasis**
5. **Music Major Performance and Pedagogy (BM), Keyboard Performance Emphasis to Music Major (BM), Keyboard Performance Emphasis**
6. **Music Major Performance and Pedagogy (BM), Stringed Instrument Pedagogy Emphasis to Music Major (BM), Stringed Instrument Pedagogy Emphasis**

7. **Music Major Performance and Pedagogy (BM), Vocal Pedagogy Emphasis to Music Major (BM), Vocal Pedagogy Emphasis**
8. **Music Major Performance and Pedagogy (BM), Vocal Performance Emphasis to Music Major (BM), Vocal Performance Emphasis**

ACTION: Upon a motion by Trustee Salazar to approve the eight program name changes, with a second by Trustee Bishop, the motion passed unanimously.

- d. **New Program: Associate of Science in Entrepreneurship**
Provost Krovi discussed the new program: Associate of Science in Entrepreneurship, which opens the entrepreneur program to non-business majors. Based on the peer review process, there is widespread support from the Utah System of Higher Education for the program.

ACTION: Upon a motion by Trustee Downs to approve the New Program: Associate of Science in Entrepreneurship, with a second by Trustee Salazar, the motion passed.

- e. **Program Review: Automotive Technology**
Provost Krovi discussed the program review for Automotive Technology which is a specialized program with accreditation review. Auto dealerships are very interested in this program which has new state-of-the-art technology with automotive engineering.

ACTION: Upon a motion to approve the Program Review: Automotive Technology by Trustee Downs, with a second by Trustee Karen Fairbanks, the motion passed.

- f. **Faculty Recommendations:**
 1. **Tenure Recommendation Memo**
 2. **Promotion Recommendation Memo**

ACTION: Upon a motion to approve the Tenure Recommendations Memo and Promotion Recommendations Memo by Trustee Salazar with a second by Trustee Downs, the motion passed.

- g. **Information Items:**

- 1. Academic Policy Committee Meeting Minutes – April 27, 2023**

Information items were reviewed without discussion.

Business Committee

ACTION Items: Trustee Don Salazar

Trustee Don Salazar, chair of the Business Committee, turned the time to Vice President Norm Tarbox, who reviewed the following action items:

- a. Action Items:**
 - 1. Financial Report (March 2023)**
 - 2. Base Budget FY24**

Vice President Tarbox discussed the financial report and the base budget for FY24, which represents an overall 8.1% increase in the university's appropriated budget.

ACTION: Upon a motion by Trustee Salazar to approve the financial report and base budget for FY24, with a second by Trustee Bishop, the motion passed unanimously.

Trustee Salazar presented the following consent calendar items for approval:

- b. Consent Calendar Items:**
 - 1. Monthly Investment Report (March 2023)**
 - 2. Personnel Report (April 2023)**
 - 3. Early Retirements**
 - 4. Retirement Committee Update**

ACTION: Upon a motion by Trustee Bishop to approve the Consent Calendar items, with a second by Trustee Salazar, the motion was approved.

- c. Information Items:**
 - 1. Business Committee Meeting Minutes – April 27, 2023**
 - 2. Capital Improvements**
 - 3. IT Security Update**
 - 4. Composite Financial Index**

Information items were reviewed. The composite financial index compares WSU with other institutions and represents a strong financial standing at WSU. Trustee Bergeson asked for everyone to give Vice President Tarbox a hand for his efforts as this takes time to develop the culture that builds the strength of financial standing at WSU.

Announcements / Observations / Questions:

- a. Discussion was held indicating the date of the August Planning Retreat Orientation Meeting will be communicated to trustees.

Adjourn

With no further business to discuss, the meeting adjourned at 11:33 a.m.