



BOARD OF TRUSTEES MEETING MINUTES

February 2, 2023 – 9:30 a.m. Stewart Library, Hetzel Hoellein - Room 321
3850 Dixon Parkway, Ogden, UT 84408 | 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
Mr. Rob Higginson (via Zoom)
Ms. Ashley Potokar
Mr. Keith Titus (via Zoom)
Mr. Don Salazar

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
Ms. Sherri Cox, Executive Assistant and Board Secretary
Mr. Steven Richardson, Director of Strategic Initiatives
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. Wendy Holliday, Dean, Stewart Library

Dr. Kristin Hadley, Dean, Moyes College of Education

Ms. Yudi Lewis, Executive Director of Hispanic Serving Institution Initiatives

Dr. Tammy Nguyen, Executive Director for Equity in Access

Dr. James Cohen, Assistant Professor, Plant Taxonomy

Dr. Bridget Hilbig, Associate Professor, Applied Mycology

Ms. Hannah Stedge, WSU Athletic Training (via Zoom)

Ms. Jaime Bishop - WSU IT Technician

Mr. Jacob Stewart – WSU IT Technician

Public Attendees:

Rainy (via Zoom)

Ms. Janelle Lynch (via Zoom)

Press:

No press were present

Call to Order:

The meeting was called to order at 9:42 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. Hearing none, Chair Cutrubus then proceeded with the meeting agenda.

Full Board Agenda Items

Meeting Minutes Approval:

- a. **November 17, 2022, Board of Trustees Meeting**
Meeting minutes from the Board of Trustees meeting on November 17, 2022, were reviewed by the Board of Trustees.

ACTION: Upon a motion by Trustee Don Salazar to approve the minutes from the November 17, 2022, Board of Trustees meeting, with a second by Trustee Amanda Covington, the motion passed unanimously.

Appointment of Board Secretary:

President Brad Mortensen discussed changing the role of the Board of Trustees Secretary from Executive Assistant, Sherri Cox, to General Counsel, Stephanie Hollist. Ms. Cox was thanked for her service and will continue handling the logistics of this role as executive assistant to the president.

ACTION: Upon a motion by Trustee Louenda Downs to appoint Stephanie Hollist as secretary to the Board of Trustees with a second by Trustee Ashley Potokar, the motion passed unanimously.

Approval of Honorary Degree Recipients and Commencement Speaker:

The approval of Honorary Degree recipients and commencement speaker was tabled for a future meeting.

Board of Trustees Change of May 18 meeting to May 16, 2023:

Chair Cutrubus discussed moving the May 18, 2023, Board of Trustees meeting to May 16, 2023, due to a conflict with the Utah Board of Higher Education meeting being held on May 18.

ACTION: Upon a motion by Trustee Covington to change the May 18, 2023, Board of Trustees meeting to May 16, 2023, with a

second by Trustee Downs, the motion was unanimously approved.

Information

College Liaison Report:

Trustee Brent Bishop, serving as a liaison to the Stewart Library, gave a report and introduced Wendy Holliday, Dean of the Stewart Library. Dean Holliday gave a review of the library. Policy changes were discussed, along with a retention and completion focus, and developing personal connections and academic excellence. Board members may assist with advertising and advocating the services of the Stewart Library.

Special Topic – eHSI and Cultural Centers Update:

Vice President Adrienne Andrews discussed that the division of Equity, Diversity and Inclusion is now one year old and how they are working to make a positive difference at WSU. She talked about the topic of eHSI and cultural centers updates. Vice President Andrews introduced Ms. Yudi Lewis, and Dr. Tammy Nguyen who discussed this topic in further detail. Ms. Lewis discussed branding, messaging, mapping services, and the value of students.

Dr. Nguyen discussed the new cultural centers on campus to help meet the needs of our students as their needs grow.

Faculty Presentation – College of Science:

Dr. Bridget Hilbig and Dr. James Cohen gave a faculty presentation on “Botany Scientists: Braiding Opportunities in Training, Advocacy, and Networking for Young Scientists”. Their presentation included enrollment numbers and plans to try and meet students where they are and help get them where they want to go in botany.

Community Relations Committee Meeting Minutes – Oct. 31, 2022:

The Community Relations Committee Meeting minutes from Oct. 31, 2022, were acknowledged in the packet without discussion.

Weber State University Reports

President’s Report:

The president’s report was reviewed in the packet without discussion. President Mortensen talked about organizational changes being rolled out at the university called “Aligning to Amplify” which will help areas be in alignment with the strategic plan and will reposition the Vice President of Student Affairs position and division.

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 reviewed in the packet without discussion.

WSUSA Report:

Trustee Potokar shared a brief report on WSUSA events and mentioned that elections are coming up in March.

Upcoming Events:

A printed copy of upcoming events was handed out to the meeting attendees and 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 Reports (October, and November 2022)**
- 2. Quarterly Construction Report**
- 3. Quarterly Athletic Report**
- 4. Coaches' Salaries**

Vice President Tarbox discussed the facilities use policies that are related to minors on campus to help the university manage events.

- 5. Facilities Use Policies**
 - i. PPM 5-37, Minors**
 - ii. PPM 5-38, Use of Facilities for Events**
 - iii. PPM 5-39, Use of Facilities for Expressive Activities**
 - iv. PPM 5-40, Building Space Allocation and Assignment**

ACTION: Upon a motion by Vice Chair Karla Bergeson to approve the five action items, financial reports, quarterly construction report, quarterly athletic report, coaches' salaries, and facilities use policies, with a second by Trustee Covington, the motion passed unanimously.

Trustee Salazar presented the following consent calendar items for approval:

- b. Consent Calendar Items:**
 - 1. Quarterly Investment Report**
 - 2. Monthly Investment Reports (October and November 2022)**
 - 3. Personnel Reports (November and December 2022)**
 - 4. Early Retirement**

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

- c. Information Items:**
 - 1. Business Committee Meeting Minutes – November 17, 2022**
 - 2. Women in Sports Endowment**

Information items were reviewed without any 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. Administrative Unit Change: Department of Performing Arts to School of Performing Arts**

- b. Program Name Changes:**

Provost Krovi discussed the following program name changes which included reflecting what is commonly accepted in industry terms and being taught. Item four reflects web application and development and enhances the program's focus.

- 1. Building Design & Construction Architectural Design Minor to Minor in Architectural Design**
- 2. Bachelor of Science in Building Design & Construction to Bachelor of Science in Architectural Design**
- 3. Building Design & Construction Essentials Certificate of Proficiency to Design-Build Essentials Certificate of Proficiency**
- 4. Bachelor of Science in Product Design and Development: An Engineering Technology to Bachelor of Science in Product Design and Development**

ACTION: Upon a motion to approve action items a. Administrative Unit Change: Department of Performing Arts to School of Performing Arts, and b. Program Name Changes made by Trustee Salazar, with a second by Trustee Covington, the motion passed unanimously.

c. Program Changes:

Provost Krovi discussed the following program changes.

- 1. Automotive Technology**
- 2. Respiratory Therapy**

ACTION: Upon a motion to approve Program Changes in Automotive Technology and Respiratory Therapy by Trustee Potokar, with a second by Trustee Salazar, the motion passed unanimously.

d. New Program: Marketing Minor:

Provost Krovi discussed a new marketing minor program that will focus on consumer behavior.

ACTION: Upon a motion to approve the new Marketing Minor program by Trustee Karen Fairbanks, with a second by Trustee Downs, the motion passed unanimously.

e. Program Reviews:

Provost Krovi discussed the following program reviews including data, funding, and cost information. The state board will play a bigger role in the program review process.

- 1. Master of Science in Computer Engineering**
- 2. Dance**
- 3. Political Science**
- 4. Product Design and Development**

ACTION: Upon a motion to approve the four Program Reviews by Trustee Salazar with a second by Trustee Fairbanks, the motion passed unanimously.

f. WSU Charter Academy:

Provost Krovi discussed the WSU Charter Academy's request for a 2-year pause in operations due to enrollment declines. Dean Kristin Hadley provided a report to the trustees that shared statistics, communication and processes. The trustees expressed appreciation for the information.

ACTION: Upon a motion to approve the WSU Charter Academy pause of operations by Trustee Downs with a second by Trustee Covington, the motion passed unanimously.

g. Sabbatical Requests:

Provost Krovi discussed Sabbatical Requests. There are 34 requests across all colleges without disruption to courses and scheduling.

ACTION: Upon a motion to approve the Sabbatical Requests by Trustee Covington with a second by Trustee Potokar, the motion passed unanimously.

h. Information Items:

1. Academic Policy Committee Meeting Minutes – November 17, 2023

Announcements / Observations / Questions:

- a.** Vice Chair Bergeson made an announcement that Chair Cutrubs will be awarded the Athena Award at the Davis Chamber of Commerce on February 23, 2023. Congratulations were extended to her by meeting attendees.
- b.** Trustee Bishop discussed a need for more marketing for the university to let people know what WSU offers. Marketing needs to be strategic and partnerships formed with organizations such as the Utah Jazz, or venues where we can advertise our name.
- c.** Trustee Covington talked about the Edge scholarship as mentioned in the president's report and the value of it with high school seniors.

Closed Meeting Session:

Before asking for a motion to go into a closed session, Chair Cutrubs reminded everyone that the full board meeting will adjourn in the closed session as the board has no further business to discuss in open session. Vice Chair Bergeson then made a motion to hold a closed meeting to discuss confidential information and strategy related to a procurement process. With a second by the trustees in attendance, Trustee Potokar, Trustee Downs, Trustee Salazar, Trustee Bishop, Trustee

Covington, Chair Cutrubus, and Vice Chair Bergeson indicated their vote by stating “yay.” The vote was unanimous to move to the closed meeting session.

Adjourn

The meeting was adjourned at 11:45 a.m.