



BOARD OF TRUSTEES MEETING MINUTES

April 27, 2023 – 9:30 a.m.

Miller Administration Betty Hess Lampros Boardroom 319
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

Ms. Ashley Potokar

Mr. Keith Titus

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. 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

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. Bryan Magaña, Director, Public Relations
Mr. Mark Halverson, Associate Vice President for Facilities & Campus Planning
Dr. Yasmin Simonian, Dean, Dumke College of Health Professions
Dr. Sarah Herrmann, Assistant Professor, Psychology
Dr. Tye Gardner, Assistant Professor, Electrical and Computer Engineering
Dr. Eric Amsel, Associate Provost and Professor of Psychology
Mr. Weston Woodward, Director, Campus Services
Mr. Troy Bell, Landscape Manager
Ms. Tish Langston, Custodial Area Supervisor
Mr. Matthew Bass, Master Landscaper
Mr. Ty Christensen, Master Landscaper
Mr. Randall North, Landscaper II
Ms. Hadlee Bingham, Landscaper II
Ms. Summer Willis, WSU Spirit Squad Advisor
Mr. Isaiah Earley, WSU Spirit Squad Member
Ms. Elsa Hassett, WSU Spirit Squad Member
Dr. Stephanie Wolfe, Associate Professor, Political Science (via Zoom)
Dr. Stephanie Speicher, Assistant Professor, Teacher Education (via Zoom)
Dr. Rebekah Cumpsty, Assistant Professor, English-Anglophone Global Literatures
(Via Zoom)

Excused:

Dr. Bret Ellis, Vice President for Information Technology
Mr. Steven Richardson, Director of Strategic Initiatives

Press:

No press were present

Call to Order:

The meeting was called to order at 9:45 a.m. by Chair Kearston Cutruba who welcomed all in attendance and asked for identification of any potential or perceived conflicts of interest after viewing the agenda. Trustee Keith Titus disclosed a conflict of interest for one meeting agenda item. Chair Cutruba acknowledged that Trustee Titus will be excused from the meeting during the topic of department chairs, then proceeded with the meeting agenda.

Full Board Agenda Items

Special Recognition:

President Mortensen gave special recognition to members of the WSU spirit squad, Elsa Hassett, Isaiah Earley, and advisor, Summer Willis, who recently returned from national competition in Daytona, Florida where they won the Grand National Championship and also the Large Coed 1A Division Championship. This win is the sixth consecutive national title for Weber State University's spirit squad. Elsa and her partner Michael Androsov won the national championship in partner stunts in their category as well.

President Mortensen gave special recognition to members of the snow removal team from Weber State University's facilities department. Mark Halverson talked about the record year of snowfall with over 116 inches of snow cleared from campus this year. Also, 1.4 million pounds of road salt was distributed and the team was called out for service 49 times this winter. Appreciation was expressed for the team's dedication and effort. Members recognized included Weston Woodward, Troy Bell, Tish Langston, Matt Bass, Ty Christensen, Randy North, and Hadlee Bingham.

Meeting Minutes Approval:

a. March 21, 2023, Board of Trustees Meeting

Meeting minutes from the Board of Trustees meeting on March 21, 2021, were reviewed by the Board of Trustees.

ACTION: Upon a motion by Trustee Louenda Downs to approve the minutes from the March 21, 2023, Board of Trustees meeting, with a second by Trustee Don Salazar, the motion passed unanimously.

Information

College Liaison Report:

Vice Chair Karla Bergeson, serving as a liaison to the Dumke College of Health Professions gave a brief report and introduced Dr. Yasmin Simonian, Dean of the Dumke College of Health Professions, listing several of her awards and accolades over 42 years. The Girl Scouts of Utah recently honored her as a girl champion and leader in the community. Dean Simonian gave a review of the college including the two schools, eight departments and degrees and certificates offered. Dean Simonian discussed Amplified goals and showed the top 10 degree programs at WSU of which five are from the Dumke College of Health Professions. She indicated that the Board of Trustees can help the college by continuing to support them in their capital campaign goals and accommodate their growth by adding more faculty and building space.

Special Topic – Persistence and First Year Learning Communities:

Dr. Eric Amsel gave a presentation on persistence and first year learning communities. He discussed using the term “at promise students” rather than “at risk students” and talked about three keys to student retention and success in the first year: momentum, engagement and belonging. Dr. Amsel shared that the learning communities experience is designed to be tailored to the students’ backgrounds and interests in the following categories: supportive, exploratory, major, themed, and living-learning communities. Statistics were shared in enrollment and retention, and goals were discussed moving forward.

Faculty Presentation – College of Engineering Applied Science & Technology:

Dr. Tye Gardner gave a faculty presentation on “Undergraduate Research in Engineering.” His presentation included information about new facilities, new technology, and new opportunities. Students projects and sustainability research awards were discussed. There is a market demand for more engineers. Women’s involvement in the Electrical and Computer Engineering department is increasing and the reasons behind it were shared. Upcoming events and grants were discussed.

Weber State University Reports

President’s Report:

President Mortensen extended appreciation to Bryan Magaña who compiled the president’s report. The trustees expressed appreciation for all the links in the report. Commencement assignments for trustees were discussed.

Alumni Association Report:

Trustee Rob Higginson discussed the Alumni Association report. He shared that the green sashes being worn at commencement are for the \$20.23 each student donated to WSU. The Dixon Awards were celebrated honoring three recipients from campus. Robert Walker received both this award and the Brady Presidential Award this year. The alumni golf tournament is scheduled for June 2 which will supply funds for scholarships.

Staff Advisory Council Report:

The Staff Advisory Council (SAC) report was discussed by SAC Chair Aubrey Lord who discussed a different election process taking place this year due to the reorganization of Student Affairs with the new Vice President of Student Access and Success position.

WSUSA Report:

Trustee Ashley Potokar shared a brief report on WSUSA. With commencement this week everything is coming to a close. Training for new leaders will start next week.

Upcoming Events:

Upcoming events 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 (February 2023)**
 2. **Quarterly Construction Report**
 3. **Quarterly Athletic Report**

Vice President Tarbox discussed that there is a lot going on but things are going well. Thanks to prior year's fiscal planning when snow totals were less, we are dipping into reserves in the snow removal account to cover snow removal costs.

ACTION: Upon a motion by Trustee Titus to approve the three action items; financial report, quarterly

construction report and quarterly athletic report, with a second by Trustee Downs, the motion passed unanimously.

Trustee Salazar presented the following consent calendar items for approval:

- b. Consent Calendar Items:**
 - 1. Monthly Investment Report (February 2023)**
 - 2. Personnel Report (March 2023)**
 - 3. Early Retirement**

ACTION: Upon a motion by Trustee Potokar to approve the Consent Calendar items, with a second by Trustee Amanda Covington, the motion was approved.

- c. Information Items:**
 - 1. Business Committee Meeting Minutes – March 21, 2023**
 - 2. Effects of Inflation at WSU**

Information items were reviewed. The effects of inflation are astronomical for WSU. Travel has had a substantial increase as well as furniture prices.

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 1-14a, Program Modification or Discontinuance Review Procedure**

This policy change outlines the process for discontinuing or modifying a program.
 - 2. PPM 3-25, Faculty Sabbatical Leave**

This policy change outlines the eligibility criteria and specific standards for applying for sabbaticals. It recognizes that faculty are benefitted from sabbaticals with professional development. Chair Cutruba asked if language could be added to the end of paragraph 2.1 to include “and effectiveness in educating the

students”. President Mortensen approved the addition of this non-substantive language and recommended it for the Board of Trustees’ approval.

ACTION: Upon a motion by Trustee Salazar to approve the policy changes, including the language recommended by the president, with a second by Trustee Higginson, the motion was approved.

3. PPM 4-1, Graduation Standards

This policy change outlines the graduation requirements for different degrees and lists the certificates offered by the university.

4. PPM 4-2a, Modifying Programs and Courses in the Catalog

This policy change outlines the procedures for modifying the courses in the catalog listing the deadline and process for submissions. Catalog changes will be effective for the following fall semester.

5. PPM 6-2, Admissions

This policy change defines the requirements and procedure for different types of students. Two changes include (1) the modification of definition regarding student statuses, and (2) enabling high school students to earn credentials before they matriculate into WSU.

6. PPM 8-11, Evaluation of Faculty Members

This policy change identifies criteria and processes for tenure and promotion, eligibility, and degree requirements. The change clarifies equivalencies in degrees.

7. PPM 8-17, Action by Department Ranking Tenure Evaluation Committee

This policy change permits the Department Ranking Tenure Evaluation Committee to take one letter rather than two separate letters.

8. PPM 8-18, Action by College Ranking Tenure Evaluation Committee

This policy has a similar change as PPM 8-17 allowing one letter for submission from the College Ranking Tenure Evaluation Committee.

ACTION: Upon a motion to approve PPM 1-14a, PPM 4-1, PPM 4-2a, PPM 6-2, PPM 8-11, PPM 8-17, and PPM 8-18 by Trustee Downs with a second by Trustee Covington, the motion passed.

b. Program Name Changes:

Provost Krovi discussed the following program name changes:

1. Post-Baccalaureate Certificate in Cyber Security to Post-Baccalaureate Certificate in Cybersecurity

The program name change is to remove the space from the title cyber security and make the word cybersecurity with no spaces.

2. Product Design and Development: An Engineering Technology (AAS) to Product Design and Development (AAS)

This program name change reflects industry terms and technology.

ACTION: Upon a motion by Trustee Karen Fairbanks to approve the two program name changes, with a second by Trustee Potokar, the motion passed unanimously.

c. New Programs:

Provost Krovi discussed the following new minors:

- 1. Ethnic Studies Minor**
- 2. Film Studies Minor**
- 3. Religious Studies Minor**

ACTION: Upon a motion by Vice Chair Bergeson to approve the three new minors, with a re-evaluation of them in 12 months, with a second by Trustee Salazar, the motion passed.

A recommendation was made by Trustee Bishop to include various religions and study the differences between them in the state of Utah in the Religious Studies minor.

d. Certificates of Proficiency:

Provost Krovi discussed the following certificates of proficiency:

- 1. Basic Economic Analysis Certificate of Proficiency**

This certificate includes most of the undergraduate degree courses in business. It is more appealing to non-business majors.

2. Colorado Limited Scope Operator (LSO) Radiography Certificate of Proficiency

This certificate has significant market demand in Colorado and teaching will be done onsite by WSU faculty. Three areas have been requested by trustees for a report of results after one year and after three years for (1) costs associated, including the cost for travel, (2) the income generated from the increased revenue from the School of Radiological Sciences, and (3) the enrollment growth generated by this program.

3. Environmental Science Filmmaking Certificate of Proficiency

This certificate enables science students to combine with art students to tell stories and help other disciplines understand different areas. This promotes interdisciplinary collaboration.

ACTION: Upon a motion to approve the three certificates of proficiency with a request that the Colorado Limited Scope Operator (LSO) Radiography Certificate of Proficiency shares a report to the trustees after one year and after three years for the financial aspects to be noted, by Trustee Downs, with a second by Vice Chair Bergeson, the motion passed.

e. Associates of Science

1. Psychological Science AS

The Psychological Science AS program was created as a place to help students get credentials before they leave WSU. This can lead to different types of jobs and needs to be measured and reported back to the board in a year.

ACTION: Upon a motion to approve the Psychological Science AS with a request to report on measurements to the board after a year made by Trustee Bishop with a second by Trustee Downs, the motion passed.

f. Post Baccalaureate Certificate

The Post Baccalaureate Certificate is a 12-credit software certificate that is a collaboration between the automotive and computer technology departments.

ACTION: Upon a motion by Trustee Bishop to approve the Post Baccalaureate Certificate with a second by Trustee Covington, the motion passed.

g. Recommendations:

1. Tenure Recommendation Memo

There were 29 faculty members brought forward for tenure recommendation after receiving approval from three review committees.

2. Promotion Recommendation Memo

Faculty who received tenure were recommended for promotion from assistant to associate. Twelve faculty are requesting promotion from associate to full professor.

PPM 8-20 states that the president shall be responsible for presenting the recommendations regarding tenure and promotion to the Board of Trustees. General Counsel Stephanie Hollist explained the PPM and the duties of the provost and president, the review process, recommendations, rights of the faculty and the approval process to the Board of Trustees. Vice Chair Bergeson made a request that in the future a one-page list of bullet points outlining the process should be provided to trustees. President Mortensen acknowledged three faculty members in the meeting who were candidates for review and who were in attendance.

ACTION: Upon a motion to approve the Tenure Recommendations and Promotion Recommendations reviewed by the provost and recommended by the president by Vice Chair Bergeson, with a second by Trustee Salazar, the motion passed.

3. Department Chairs

Trustee Titus excused himself from the meeting for the duration of the discussion regarding appointment of the department chairs.

The department chair recommendations were reviewed by committees and the provost and recommended for appointment by the president as per PPM 1-8.

ACTION: Upon a motion to approve the department chairs as per PPM 1-8, recommended for appointment by the president, by Trustee Downs with a second by Trustee Bishop, the motion passed.

Trustee Titus returned to the meeting following approval of the department chairs.

1. Information Items:

1. Academic Policy Committee Meeting Minutes – March 21, 2023

Information items were reviewed without discussion.

Announcements / Observations / Questions:

- a. Vice Chair Bergeson asked about parking for the graduation breakfast on April 28. Discussion was held regarding event details.

Adjourn

Without further business to discuss, the meeting was adjourned at 12:03 p.m.