Board of Trustees Meeting Minutes
WSU Ogden Campus Miller Administration Building
Betty Hess Lampros Boardroom - 319 | 3850 Dixon Parkway, Ogden, UT 84404
Thursday, April 18, 2024 | 9:30 AM to 11:30 AM

Trustee Members:
Karla Bergeson, Chair
Keith Titus, Vice Chair
Brent Bishop
Casey Hill
Rob Higginson
Monet Maggelet (via Zoom)
Lori Belnap Pehrson
Ashley Potokar
Don Salazar (via Zoom)

Excused:
Tammy Gallegos

Attendees:
Brad Mortensen, President
Mark Halverson, Interim Vice President for Information Technology (via Zoom)
Ravi Krovi, Provost and Senior Vice President for Academic Affairs
Laís Martinez, Interim Vice President for Equity, Diversity and Inclusion
Betsy Mennell, Vice President for University Advancement
Jessica Oyler, Vice President for Student Access & Success
Norm Tarbox, Senior Vice President for Administrative Services
Stephanie Hollist, General Counsel & Board Secretary
Aubrey Lord, Staff Advisory Council Past Chair, Administrative Associate (via Zoom)
Jason Francis, Faculty Senate Chair, Associate Professor/Health Sciences Librarian (via Zoom)
Steven Richardson, Director of Strategic Initiatives
Call to Order:
The meeting was called to order by Keith Titus, Vice Chair, at 9:35 a.m. Vice Chair Titus welcomed all in attendance and asked for the identification of any potential or perceived conflicts of interest after reviewing the agenda. Hearing none, the meeting proceeded.

Board of Trustee Action Items

Board of Trustees Meeting Minutes – March 19, 2024:
Meeting minutes from the March 19, 2024, Board of Trustees meeting were reviewed without discussion.

Action: Upon a motion to approve the Board of Trustees meeting minutes from March 19, 2024, by Lori Belnap Pehrson, Trustee, with a second by Brent Bishop, Trustee, the motion passed unanimously.

Board of Trustees Executive Committee Meeting Minutes - March 8, 2024
Meeting minutes from the March 8, 2024, Board of Trustees Executive Committee meeting were reviewed without discussion.
Meeting minutes from the March 13, 2024, Board of Trustees Executive Committee meeting were reviewed without discussion.

Meeting minutes from the April 1, 2024, Board of Trustees Executive Committee meeting were reviewed without discussion.

**Action:** Upon a motion to approve the Board of Trustees Executive Committee meeting minutes from March 8, March 13, and April 1, 2024, by Ashley Potokar, Trustee, with a second by Rob Higginson, Trustee, the motion passed unanimously.

### Board of Trustee Information Items

#### Presentations

**College Liaison Report – College of Engineering, Applied Science & Technology:**

Vice Chair Titus and Trustee Bishop introduced David Ferro, Dean of the College of Engineering, Applied Science & Technology (EAST), who shared an overview of the college, different departments, faculty and staff highlights, grants, Miller Advanced Research and Solutions Center (MARS) success, and introduced the new director, Benjamin Garcia. Dean Ferro discussed global development involving other universities and students and showed a new continuous composites tool which is bringing excitement to the program. It was noted that Trustees can support the college by telling the story to others.

**Faculty Presentation: “Development of Hybrid Rocket Motor Testbed for High Temperature Materials Evaluation”**: Dustin Birch, professor of mechanical engineering, gave a presentation on the development of hybrid rocket motor testbed for high temperature materials evaluation, including a technology overview of rocket motors, project history, design, research, and the rocket testbed. The technology will be turned over to MARS for implementation. Several staff and students have worked on this unique project with low funding, using fiber optic systems to detect heat.

**Special Presentation:**

Ravi Krovi, Provost and Senior Vice President, discussed the partnership and the success of the investment to the program by Weber State University with the Rocky Mountain Center for Occupational and Environmental Health (RMCOEH). He introduced Kurt Hegmann, professor and director of RMCOEH, who gave a presentation on occupational safety and health (OSH) professionals demand and supply gap, rising complexity in OSH programs, benefits to industry, BS-OSH focus, and legislative support. He gave statistics about the number of academic programs, graduates, and centers located nationally. James Hedges, Dean of Online & Continuing Education, discussed the continuing education strategic plan, solidifying an identity for this area, providing OSHA training in six states at host sites, and statistics about the number of students training in these programs.

### Weber State University Reports

**President’s Report:**
President Mortensen introduced six members of the Weber State cheer squad, dance team, and coach, Summer Willis, who displayed their trophies from the recent 2024 NCA/NDA Collegiate National Championships in Daytona, Florida. Both the Small and Large Coed teams won the Grand National Championship titles in their divisions. The Weber State Dance Team won two national championships, the Grand National Championship in the Jazz competition and the national title in the Hip Hop Division I competition. The dance team has been selected to represent Team USA later in April at the Premier Hip Hop category at the ICU World Championships and is coached by Erica Williams. The US National Premier Cheer Team will have seven WSU athletes and alumni participating this year. The president introduced Presidential Leadership Fellow, Tate Warren, who shared his Weber State story. President Mortensen then recognized Trustee Potokar, who will be graduating and ending her position as WSUSA president. He presented her with a presidential citation plaque and thanked her for her two years of service in this role and as a trustee.

Becky Thompson, University Advancement Events Manager, gave a review of commencement ceremonies, details for parking, guests, and time of events. Ryan Stewart, Wildcat Store Retail Operations Manager, gave directions on where to stand on the place markers on stage and gave a simple hooding demonstration.

President Mortensen introduced and welcomed Geoff Landward, as the new commissioner of the Utah System of Higher Education (USHE). Commissioner Landward discussed the tuition and fees process and funding proposals. Weber State’s was the highest quality presented and is being used as a model for other institutions. He expressed appreciation for doing such a great job and for the leadership from WSU. USHE is hosting an annual conference with the governor's office for trustee training on their responsibilities in the future and looking for more opportunities for ongoing training. Chair Bergeson thanked the Commissioner for his board guidance and Brad, Norm, and everyone for their support. President Mortensen thanked the Commissioner for sharing Laís Martinez with us. She has been invaluable to our Weber State team as we navigate HB 261. Her institutional experience is valuable to USHE as well.

Alumni Association Report:
Trustee Higginson gave the Alumni Association Report and discussed the MARS building visit by the alumni group, as they like to see different buildings and projects. The golf tournament is coming up with a goal of $70,000 for scholarships. The Waldo benches goal is in progress with three in the works at various locations.

Staff Advisory Council Report:
Aubrey Lord, Staff Advisory Council Past Chair, reported that six exempt, and six non-exempt staff were recognized at the Super Staff Awards. Elections for new positions are being filled for the next year.

Weber State University Student Association (WSUSA) President’s Report:
Vice Chair Titus Thanked Trustee Potokar, for her service to the students and congratulated her on her upcoming graduation. Trustee Potokar shared that she learned so much from the Board and loved serving here.
Upcoming Events:
Upcoming events were reviewed without comment.

Business Committee
Action Items: Don Salazar, Committee Chair
Don Salazar, Trustee, discussed the Business Committee meeting, where five action items and two consent items were being brought to the Board for approval. Norm Tarbox, Senior Vice President, discussed the following action items which were submitted for approval:

a. Financial Report (February 2024)
Things look good financially, but there are concerns with the FAFSA program nationally. This is affecting registration for students, but we are doing our best to work with them.

b. Monthly Investment Report (February 2024)


c. Quarterly Construction Report
A permanent “W” will be put on the hillside above campus. It is environmentally sound as it is made from solar panels. This development is receiving a lot of positive press.

d. Quarterly Athletic Report

e. WSU Athletic Mission Statement

Action: Upon a motion by Trustee Pehrson, to approve the Financial Report, Monthly Investment Report, Quarterly Construction Report, Quarterly Athletic Report, and WSU Athletic Mission Statement, with a second by Trustee Potokar, the motion passed unanimously.

Consent Calendar Items:
Consent Calendar items were reviewed in the packet without discussion.

Action: Upon a motion by Trustee Higginson to approve the Consent Calendar items with a second by Brent Bishop, Trustee, the motion passed unanimously.

Information Items:

a. Business Committee Meeting Minutes – March 19, 2024

b. Special Topic: Where the HEERF Money Went

Academic Policy Committee
Action Items: Trustee Pehrson, Committee Chair
Trustee Pehrson reported that the Academic Policy Committee meeting had lots of discussion with many policies coming in May. She turned the time to Provost Krovi who discussed the following action items proposed for approval:

a. Policy Changes:

1. PPM 8-13, Maintenance of Professional File
Changes for PPM 8-13, Maintenance of Professional File, include the use of digital forms and signatures for approvals. Paper is no longer required but is still being allowed.

2. PPM 11-1, Graduate Programs
Numerous changes were made to PPM 11-1, Graduate Programs, including defining language, consolidating areas where international students are concerned, residency in graduate programs, and faculty qualifications. It reflects the work of multiple changes integrated into one document.

Action: Upon a motion by Trustee Bishop to approve PPM 8-13,
b. Curricular Changes:

1. **Certificate of Proficiency in Korean**
   The Certificate of Proficiency in Korean involves changing it from an associates degree to a certificate of proficiency. Parallels other certificates in other languages and seems to be a better fit. All courses exist so no new resources are needed.

2. **New Emphasis: Master of Arts in English: English Studies**
   The New Emphasis: Master of Arts in English: English Studies gives students another emphasis option in online courses. There are no new resources with this new program.

3. **Program Discontinuances:**
   These programs are outdated and are being replaced by upgraded programs.
   - **Ethnic Studies Emphasis**
   - **Electronics Engineering Technology Minor**
   - **Electronics Engineering Technology BS**
   - **Master of Science in Nursing – Nurse Practitioner**

4. **Program Reviews**
   - **Master of Accounting/Master of Taxation**
     This program review highlights scholarly academics who have doctoral degrees and do research. Both programs met all standards of the accreditation body.
   - **Master of Health Administration**
     The Master of Health Administration has stellar programs with a 98% student success rate. The review was positive.
   - **Master of Nursing**
     The Master of Nursing program is a very successful program and highly competitive. It received an outstanding review from the accreditation body.
   - **School of Performing Arts – Music**
     The School of Performing Arts – Music has made changes, allowing more options for 90-credit hour students, such as guitar credits rather than just piano, and adding a Sound Production certificate.

   **Action:** Upon a motion by Trustee Higginson to approve the Certificate of Proficiency in Korean, New Emphasis: Master of Arts in English: English Studies, Four program discontinuances in Ethnic Studies Emphasis, Electronics Engineering Technology Minor, Electronics Engineering Technology BS, Master of Science in Nursing-Nurse Practitioner, and four program reviews in Master of Accounting/Master of Taxation, Master of Health Administration, Master of Nursing, and School of Performing Arts-Music, with a second by Trustee Bishop, the motion passed unanimously.

5. **Faculty Promotion**
   Faculty promotion is very exciting for the faculty in their advancement process.

6. **Faculty Tenure**
Included in the faculty tenure documents is the addition of a bio sketch of each faculty member and synopsis of their work.

**Action:** Upon a motion by Chair Bergeson to approve Faculty Promotion and Tenure, with a second by Trustee Hill, the motion passed unanimously.

**Information Item:**
  a. *Academic Policy Committee Meeting Minutes – March 19, 2024*

**Announcements/Observations/Questions:**
Trustee Pehrson asked about the May 22 meeting and allowing time to discuss three legislative bills. Trustees will need to review policies two weeks in advance and send questions to Provost Krovi and Trustee Pehrson as soon as possible. The agenda packet will go out a week earlier to facilitate this request.

**Meeting Adjourned:**
With no additional business to discuss, Vice Chair Titus thanked those online and Commission Landward for joining the meeting. The meeting adjourned at 11:30 a.m.