



PRESIDENT'S COUNCIL MEETING MINUTES

April 26, 2023 – 9:00 a.m.

Miller Administration Betty Hess Lampros Boardroom 319 and Zoom

PRESENT:

Dr. Brad Mortensen, President

Ms. Adrienne Andrews, Vice President of Equity, Diversity and Inclusion & Chief Diversity Officer

Dr. Bret Ellis, Vice President for Information Technology

Dr. Jeff Hurst, Interim Vice President for Student Affairs

Dr. Ravi Krovi, Provost & Vice President of Academic Affairs

Dr. Norm Tarbox, Vice President for Administrative Services

Ms. Stephanie Hollist, General Counsel

Ms. Aubrey Jenkins Lord, Staff Advisory Council Chair – Administrative Assoc./Provost's Office

Ms. Sherri Cox, Executive Assistant

ZOOM ATTENDEES:

Mr. Jason Francis, Faculty Senate Chair – Associate Professor/Health Sciences Librarian

EXCUSED:

Dr. Betsy Mennell, Vice President for University Advancement

Mr. Steven Richardson, Director of Strategic Initiatives

Call to Order:

President Brad Mortensen called the meeting to order at 9:00 a.m. and welcomed all in attendance.

Meeting Minutes Approval (April 5, 2023):

Meeting minutes from April 5, 2023, were reviewed. A footnote was requested in the minutes to reflect that PPM 8-11 was approved by Faculty Senate and will be moved to the April 27, 2023, Board of Trustees meeting rather than the May 16, 2023, meeting.

Approval: Meeting minutes from April 5, 2023, were approved pending the addition of a footnote for PPM 8-11 giving clarification that it will be moved to the April 27, 2023 Board of Trustees meeting for approval.

FY24 Audit Schedule Approval:

President Mortensen turned time to Bryce Barker, who discussed the FY24 Audit Schedule. The schedule will be going to the trustees in the May Audit Committee meeting.

Approval: The FY24 Audit Schedule was approved to move to the Board of Trustees.

Late Fee Response:

President Mortensen discussed a late fee response that has been drafted concerning removing late fees as requested by students. Discussion included clarification on how late fees are assessed, and the amount of students and funds that are involved. Payment plans and options are available to students. WSU will be proactive in making students aware of the options being provided. The document will be used as a reference and for talking points. President's Council will be able to review the document and make suggestions before it goes out to students.

NIMS Training:

Vice President Norm Tarbox discussed National Incident Management System (NIMS) training which is scheduled for May 17 with Dane LeBlanc. In the event of a major disaster, the Federal Government (FEMA) requires those who are responsible for incident response and recovery to be NIMS trained to be eligible for federal disaster relief funding. The president and vice presidents will be attending this training.

Early Retirements:

Vice President Tarbox discussed the early retirement requests for Annette Carr and Mark Maxon.

Approval: The early retirement requests for Annette Carr and Mark Maxon were approved to move to the Board of Trustees.

Unit Name Change: Department of Foreign Languages to Department of World Languages and Cultures:

Provost Ravi Krovi discussed the unit name change of Department of Foreign Languages to Department of World Languages and Cultures.

Approval: The unit name change of Department of Foreign Languages to Department of World Languages and Cultures was approved to move to the Board of Trustees.

Program Name Changes:

Provost Ravi Krovi discussed the following eight program name changes. Items a. and b. name changes are more consistent with industry terms. Items c. through h. are music programs with changes to the name based on accreditation body recommendations while keeping the emphases the same.

- a. **BA in Communication, Emphasis in Public Relations & Advertising to BA in Communication, Emphasis in Public Relations & Strategic Communication**
- b. **BS in Communication, Emphasis in Public Relations & Advertising to BS in Communication, Emphasis in Public Relations & Strategic Communication**
- c. **Music Major Performance and Pedagogy (BM), Keyboard Pedagogy Emphasis to Music Major (BM), Keyboard Performance Emphasis**
- d. **Music Major Performance and Pedagogy (BM), Keyboard Performance Emphasis to Music Major (BM), Keyboard Performance Emphasis**
- e. **Music Major Performance and Pedagogy (BM), Stringed Instrument Pedagogy Emphasis to Music Major (BM), Stringed Instrument Pedagogy Emphasis**
- f. **Music Major Performance and Pedagogy (BM), Vocal Pedagogy Emphasis to Music Major (BM), Vocal Pedagogy Emphasis**
- g. **Music Major Performance and Pedagogy (BM), Vocal Performance Emphasis to Music Major (BM), Vocal Performance Emphasis**
- h. **Music Major Performance and Pedagogy (BM), Instrumental Performance Emphasis**

Approval: The eight program name changes were approved to move to the Board of Trustees.

Program Review– Automotive Technology:

Provost Krovi discussed the program review for Automotive Technology. The program is on a five-year review cycle. Accreditation went well with no major issues. The automotive program connects well with prospective students with advertising and the many programs they offer. Concurrent enrollment discussions will take place to find ways to increase enrollment.

Approval: The program review – Automotive Technology was approved to move to the Board of Trustees.

Tenure and Promotion Memos:

Provost Krovi discussed the tenure and promotion memos, that included candidates who had been approved through the review processes.

Approval: The tenure and promotion recommendations will be presented to the Board of Trustees.

Policy:

Provost Krovi discussed the following policy proposals:

- a. **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 to standing committees.
- b. **PPM 6-22, Student Code**
This policy proposal reflects the role of Staff Advisory Council in initiating changes to the student code. It also streamlines the process of making an amendment and speed of change to the student code. The name of the new vice president for Student Affairs will need to be changed in this policy.
- c. **PPM 9-7, Faculty Responsibilities to the Institution**
This policy proposal clarifies faculty university responsibilities with on campus and virtual communication.
- d. **PPM 9-8, Faculty Responsibilities to the Community**
This policy proposal outlines faculty rights and having the same rights as citizens when acting outside the scope of their employment, subject to university rules pertaining to conduct on campus or virtually, prohibiting disruptive conduct.

Approval: Policies PPM 1-13, PPM 6-22, PPM 9-7, and PPM 9-8 were approved to move to the Board of Trustees

Board of Trustees Draft Agenda (May 16, 2023):

President Mortensen discussed the Board of Trustees agenda draft for the May 16, 2023, meeting. Chair Cutruba will conduct this meeting as it is her last meeting as the Board of Trustees chair as her term is ending.

The approval for the Vice President of Student Access & Success needs to be added to the agenda.

Other:

Other items discussed included the following:

- a. President Mortensen talked about a movement by some of the USHE board members concerning free speech and creating a resolution based on the University of Chicago's guidelines. Developments around this topic will be forthcoming.

Upcoming Events:

Upcoming events were reviewed in the agenda packet.

Adjourn:

With no further business to discuss, the meeting adjourned at 10:35 a.m.