



## **PRESIDENT'S COUNCIL MEETING MINUTES**

January 10, 2024 – 9:00 a.m.

Miller Administration Betty Hess Lampros Boardroom 319 and Zoom

### **PRESENT:**

Brad Mortensen, President

Ravi Krovi, Provost & Senior Vice President for Academic Affairs

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

Sherri Cox, Executive Assistant, Office of the President

Steve Nabor, Senior Associate Vice President/CFO/Economic Development

Meagan Thunell, Assistant Vice President for Human Resources

Chaz Steimel, Interim Director of Budget and Institutional Research

Gavin Jensen, Director of Wildcat Stores

Ashley Hilton, Manager, Affordability and Student Success

Mitchell Hansen, Enterprise Director

Sarah Tooker, Course Materials Manager

Kacy Peckenpaugh, Associate Professor/Foreign Languages, Carnegie Mellon Presidential Leadership Fellow

### **ZOOM ATTENDEES:**

Jason Francis, Associate Professor/Health Sciences Librarian - Faculty Senate Chair

Laís Martinez – Interim Vice President for Equity, Diversity and Inclusion

Steven Richardson, Director of Strategic Initiatives

Amanda Young, Senior Assistant Registrar –Staff Advisory Council Chair

### **Excused:**

Mark Halverson, Interim Vice President for Information Technology

**Call to Order:**

Brad Mortensen, President, called the meeting to order at 9:04 a.m. and welcomed all in attendance.

**Meeting Minutes Approval (December 13, 2023):**

Meeting minutes from December 13, 2023, were reviewed.

**Approval:** Meeting minutes from December 13, 2023 were approved.

**Equitable Access:**

Norm Tarbox, Senior Vice President for Administrative Services and Steve Nabor, discussed equitable access with a presentation given by Ashley Hilton, Sarah Tooker, Mitchell Hansen, and Gavin Jensen, from the Wildcat Store. Their presentation focused on textbook subscriptions and WSU's affordability efforts. A textbook cost dashboard has been created that shows historical data, adoption decisions, and accounting information. The benefits of an equitable access program and costs were discussed with a request for approval to move forward with a feasibility study and work toward the goal of implementing this process. Attention was drawn to the fact that the U.S. Department of Education requires these sort of textbook subscription programs to be opt-in for students, instead of the opt-out model proposed by the Wildcat Store. This may seriously impact the proposed financial model.

**Approval:** The request for approval to move forward with a feasibility study for Equitable Access implementation in the summer of 2025 will be based on meetings with WSUSA, Deans' Council, Faculty Senate, department chairs, and individual departments, as well as exploring the impact of potential federal regulations, within the next 60 days. The Wildcat Store presenters will return to the March President's Council meeting to report on the meeting results with these groups.

**PPM 3-66, Service Leave:**

Meagan Thunell, Assistant Vice President for Human Resources, discussed changes to PPM 3-66, Service Leave. The changes intend to allow CCEL to have control over what is allowed through their office for broader access. Employees wishing to perform outside service must have pre-approval from their supervisor for up to eight hours per year.

**Approval:** PPM 3-66, Service Leave was approved to move to the Board of Trustees. Meagan Thunell will need to attend the Business Committee meeting on January 25, 2024, to discuss this item.

**Equity-minded Practices:**

Stephanie Hollist, General Counsel, shared a presentation on equity-minded practices. She discussed strategic alignment, what is being done, goals, reviewing practices and policies, and conducting assessments. An assessment will be reviewed by President's Council and discussed at the next meeting on February 14.

**Utah System of Higher Education (USHE)/Legislative Updates:**

President Mortensen gave Utah System of Higher Education (USHE) and legislative updates. Discussion included proposed legislation on Diversity, Equity and Inclusion (DEI) and removing language from applications, registrations, training, etc. that are defined as prohibited discriminatory practices. Additional legislation affecting tenure, post-tenure reviews, and shared governance were discussed. The legislative discussions on DEI are concerning. Equity, diversity and inclusion is part of our strategic plan and we will adapt as needed under the direction of the Board of Trustees.

**Early Retirement Requests:**

Norm Tarbox, Senior Vice President for Administrative Services, discussed four early retirement requests from Sara Dant, William Holbrook, Joyce Tolliver, and Barbara Trask, to submit for approval.

**Approval:** The early retirement requests from Sara Dant, William Holbrook, Joyce Tolliver, and Barbara Trask were approved to move to the Board of Trustees Business Committee.

**New Programs:****1. Data Science & Applied Statistics Certificate of Proficiency:**

Provost Krovi discussed the Data Science & Applied Statistics Certificate of Proficiency Program from the math department. It is a combination of statistics and computer science courses and offers stackable credentials. This certificate helps move students into other majors.

**Approval:** The Data Science & Applied Statistics Certificate of Proficiency was approved to move to the Board of Trustees.

**2. AS of Social & Behavioral Sciences:**

Provost Krovi discussed the AS of Social & Behavioral Sciences. This program is a good completion degree with the capability to transfer credits to other degrees and a completion pathway for Social & Behavioral Sciences with market demand.

**Approval:** The program will wait for a review by Chaz Steimel to see how it affects performance funding high-yield award metrics, and will then require approval through USHE before being moved to the March

## Board of Trustees meeting for approval.

### **Program Reviews:**

#### **1. Supply Chain Management:**

Provost Krovi discussed the Supply Chain Management program review. He praised the group's community engagement with Red Barn but also noted ongoing concerns about declining enrollment. A five-year review recommendation was given.

#### **2. Marketing:**

Provost Krovi discussed the Marketing program review. The program has a strong enrollment and received a positive review. The program's faculty engagement with students and collaboration with the Communication department was noted favorably. A seven-year review recommendation was given.

**Approval:** The Supply Chain Management and Marketing program reviews were approved to move to the Board of Trustees for approval.

President Mortensen and Stephanie Hollist mentioned that program review language needs to be sensitive about using EDI communication in the reports.

### **Academic Calendars:**

Jessica Oyler, Vice President for Student Access and Success, discussed academic calendars for the years 2024-25, 2025-26, and 2026-27. The only changes made to the calendars were during the second block of the summer semester with a shift to the start date to accommodate the Juneteenth holiday.

**Approval:** The Academic Calendars for 2024-25, 2025-26, and 2026-27 were approved.

### **Course Fees:**

Provost Krovi discussed course fees and thanked Lisa Allen, Wendy Holliday, and the course fee committee for all their work. The total increase for course fees is less than 3% which is our goal as we are working to stay within the policy.

**Approval:** The Course Fees were approved to move to the Board of Trustees and will be presented through the committee based on the Board of Trustees chair and vice chair's guidance.

### **Sabbatical Requests:**

Provost Krovi discussed a proposed list of 35 sabbatical requests, each for one semester. The majority of the requests are focused on research, residencies, potential Fulbright scholarships, and professional development.

**Approval:** The Sabbatical Requests were approved to move to the Board of Trustees.

**Big Sky Symposium:**

President Mortensen discussed the Big Sky Symposium, which is being hosted by Weber State University May 29-31. Athletics is arranging this event.

**Board of Trustees Meeting Agenda (draft):**

President Mortensen discussed the Board of Trustees Meeting agenda (draft) for January 25, 2024. The meeting will be held in the Stewart Library. Due to the large agenda, committee reports will need to be concise in their presentations.

**Upcoming Events:**

Upcoming events were reviewed in the agenda packet without discussion.

**Other:**

A reminder was given of the Board of Trustees Post-Holiday Social being held on January 24.

**Adjourn:**

With no further business to discuss, the meeting adjourned at 11:06 a.m.