

Minutes
Weber State University
Board of Trustees Training
Aug. 13, 2018

Trustee Members:

Ms. Karla Bergeson
Mr. Marty Carpenter
Ms. Kearston Cutrubus (Vice Chair)
Ms. Danielle Croyle
Ms. Karen Fairbanks
Mr. Nolan Karras (Chair)
Mr. Scott Parson
Mr. Don Salazar
Mr. Jordan Slater
Mr. Jeff Stephens

Excused:

Weber State University Representatives:

Dr. Norm Tarbox, Interim President, Vice President for Administrative Affairs
Dr. Madonne Miner, Provost
Dr. Brad Mortensen, Vice President for University Advancement
Dr. Brett Perozzi, Vice President for Student Affairs
Mr. Shane Farver, Secretary, Board of Trustees
Ms. Sherri Cox, Administrative Associate, President's Office
Dr. Eric Amsel, Associate Provost
Mr. Richard G. Hill, General Counsel
Ms. Stephanie Hollist, Deputy General Counsel
Mr. Lonnie Lujan, Chair, Staff Advisory Committee
Mr. Ernesto Hernandez Jr., Instruction and Reference Librarian

Press Present:

Mr. Sergio Martinez-Beltran, Standard-Examiner

Welcome

- I. The meeting convened at 9:30 a.m.
- II. Vice chair Kearston Cutrubus, acting in the capacity of chair, welcomed those in attendance.

Swearing in of Jordan Slater, Student Body President, as Trustee

- III. Shane Farver, Secretary for the Board of Trustees, administered the oath of office to newly elected Student Body President Jordan Slater. Slater will serve as a trustee through his service as WSUSA president and replaces Lola Moli.

Moli, immediate past student body president, introduced Slater after his being sworn in. He comes to the role after serving as Moli's chief of staff.

Approval, Ratification of Meeting Minutes (March 20, 2018)

- IV. Upon a motion from Marty Carpenter seconded by Karen Fairbanks, the Board of Trustees unanimously approved the meeting minutes and ratified Business Committee and Personnel and Academic Policy Committee minutes for March 20, 2018.

Ratification of Executive Committee Minutes (April 4, 2018)

- V. Upon a motion from Danielle Croyle seconded by Scott Parson, the Board of Trustees unanimously approved Board of Trustees Executive Committee minutes from April 4, 2018.

President's Report

- VI. Interim President Norm Tarbox gave the attached report and said he looks forward to the opportunity to serve as interim president for a time. Highlighted items included the Weber State Spirit Squad being 2018 national champions, former WSU track & field member Sarah Callister Sellers taking second at the Boston Marathon, the largest graduating class in WSU history, and other items.

Tarbox also recognized outgoing WSUSA President Lola Moli for her service on the Board of Trustees and to the university. He praised Moli for the unique mark she has left on the university and said he looked forward to working with Slater.

WSUSA President's Report

- VII. WSUSA President Jordan Slater gave the attached report and highlighted items such as the creation of communications officer and mental health positions

	<p>within his cabinet, and a full Student Senate, and other items. Moli also provided an update on the Dance Marathon during her tenure.</p>
Alumni Association President's Report	VIII. Danielle Croyle, president of the WSU Alumni Association, gave the attached report and highlighted items such as fundraising efforts for the Cat 2 Cat scholarship and efforts to increase membership.
Faculty Report	IX. Ernesto Hernandez Jr., WSU instruction and reference librarian, gave the attached report and highlighted initiatives surrounding support for first-generation college students.
Committee Reports Business Committee (FY '19 Base Budget)	<p>X. Scott Parson, chair of the Business Committee, gave the following report:</p> <ol style="list-style-type: none"> 1. The committee turned time over to Tarbox, who described guiding fiscal principles for the university. He also talked about renewed recruiting efforts for the university. <p>Parson then referenced items within the FY '19 budget, including a positive trend where the percentage of funds from tuition is going down. He said that the committee recommends approval for the FY '19 budget, with approval being sought in conjunction with the following items:</p>
(Capital Improvement Funding)	<ol style="list-style-type: none"> 2. The committee recommended approval for Capital Improvement Funding list, which included projects that were primarily in regard to maintenance and preservation.
(Quarterly Construction Progress Report)	<ol style="list-style-type: none"> 3. The committee recommended approval of the Quarterly Construction Report. The largest project on the report is the Lindquist Hall Renovation, which is forecast to be complete in November, with it being available for use in January of 2019.
(Athletics Report)	<ol style="list-style-type: none"> 4. The committee recommended approval for

the Athletics Report. Forty-seven student-athletes graduated in the last year, and between 250 and 270 student-athletes will take classes in the summer.

ACTION

On a motion from Marty Carpenter seconded by Nolan Karras, the Board of Trustees unanimously approved the FY '19 Base Budget, Capital Improvement Funding List, Quarterly Construction Progress Report, and Athletics Report.

(Retirement Programs Executive Committee Charter)

5. The committee recommended approval of a charter that formally organizes a structure to govern fiduciary responsibilities, retirement and retirement plans. The next step will be for an investment plan to be created, which would come to the Board of Trustees at a later date.

ACTION

Upon a motion from Carpenter seconded by Jeff Stephens, the Board of Trustees unanimously approved the charter for the Retirement Programs Executive Committee.

(Wells Fargo Corporate Resolution)

6. The committee recommended approval of a Wells Fargo corporate resolution that would update the bank's certificate of authority with WSU.

ACTION

Upon a motion from Carpenter seconded by Croyle, the Board of Trustees unanimously approved the Wells Fargo corporate resolution.

Personnel & Academic Policy Committee

- XI. Karen Fairbanks, chair for the Personnel & Academic Policy Committee, gave the following report:

(PPM Changes: 4-16, 9-5 II.B.4, PPM 4-11, PPM 8-11, PPM 8-12, PPM 8-23)

1. The committee recommended approval for a replacement PPM 4-16, which would revise policy regarding course materials and

faculty-produced course materials. The revisions would help mitigate conflicts of interest.

The committee also recommended approval of changes for PPM 9-5 II.B.4., which would clarify faculty responsibilities regarding office hours and course delivery.

The committee recommended approval for changes to PPM 4-11, which would revise study abroad policy and clarify who would be eligible for participation.

The committee also recommended changes to PPM 8-11, which would better articulate processes for early tenure. The committee also recommended approval of changes to PPM 8-12 and PPM 8-23 that were in line with the changes to PPM 8-11.

ACTION

Upon a motion from Stephens seconded by Karla Bergeson, the Board of Trustees unanimously approved changes to PPM 4-16, PPM 9-5 II.B.4, PPM 8-11, PPM 8-12, and PPM 8-23.

(Tenure Document Changes: College of Social & Behavioral Sciences, Telitha E. Lindquist College of Arts & Humanities; Program Proposal: Minor in Data Analytics)

2. The committee recommended changes to tenure documents from the College of Social and Behavioral Sciences as well as the Telitha E. Lindquist College of Arts and Humanities.

The committee also recommended approval of a program proposal for a minor in Data Analytics.

ACTION

Upon a motion by Parson seconded by Jordan Slater, the Board of Trustees unanimously approved the tenure document changes and program proposal for Data Analytics.

(Program Name Changes)

3. The committee recommended approval of program name changes, from a Pre-Education AS to an AS in Education, and from Chemistry to Chemistry and

ACTION

(Emeriti
Recommendations)

ACTION

(Special Leave)

ACTION

(Conditional Approval:
Approval of Andrea Easter-
Pilcher as College of
Science Dean)

ACTION

Other

Biochemistry.

Upon a motion from Carpenter seconded by Stephens, the Board of Trustees unanimously approved the program name changes.

4. The committee recommended that emeriti status recommendations regarding retiring professors from the 2017-18 academic year be approved.

Upon a motion from Karras seconded by Carpenter, the Board of Trustees unanimously approved the emeriti recommendations.

5. The committee recommended approval special leave for outgoing College of Science Dean David Matty, who would take a year to re-immense himself in his field of study in preparation for rejoining a faculty role. Trustees discussed the particulars of special leave.

Upon a motion from Bergeson seconded by Fairbanks, the Board of Trustees voted 8-1 to approve the special leave. Trustee Danielle Croyle cast the dissenting vote.

6. The committee recommended approval of Andrea Easter-Pilcher as dean of the WSU College of Science. The approval would also include tenure and full rank as professor. The approval is conditional, being dependent upon Easter-Pilcher's acceptance of the role.

Upon a motion from Stephens seconded by Karras the Board of Trustees unanimously conditionally approved the appointment of Andrea-Easter Pilcher as College of Science dean, as well as rank and tenure.

- XII. Shane Farver, secretary for the Board of Trustees, reminded members about conflict of interest forms. He and trustees also discussed the potential meeting schedule for the 2018-19 academic year and

Meeting Adjourned

processes and presentations during meetings.

XIII. Upon a motion from Karras seconded by Parson, the Board of Trustees voted to adjourn the meeting.



President's Report

WSU Board of Trustees May 1, 2018

1. Members of the WSU Spirit Squad — which includes the cheer team, dance team and Waldo — are national champions following the NCA and NDA Collegiate Cheer and Dance Championships in Daytona Beach, Florida. The cheer team has won four of the last seven coed cheer national titles. The dance team also claimed a national title in 2017, and Waldo won the national mascot title for the second time.
2. Former WSU track-and-field standout Sarah Callister Sellers finished second in the Boston Marathon, posting a time of 2:44.04. Her finish marks the best ever by a native Utahn in that marathon, and she has qualified for the US Olympic trials.

During her time at Weber State, the Ogden High School graduate was a nine-time Big Sky champion. She won the 5,000-meter and 10,000-meter title three times each in the Big Sky outdoor championships. In addition, she won the 5,000-meter title twice and 3,000-meter title once in indoor championships. She holds six places in WSU's career top 10 list.

3. Weber State recognized about 3,150 graduates during spring commencement on April 27. More than 5,770 students were expected to graduate in the 2017-18 academic year, the largest class on record.
4. Forbes named WSU a Best Value College for 2018, among a list of 300 schools that “help students and their families evaluate the likely return on investment.” Schools are ranked by net price, net debt, alumni earnings, timely graduation, school quality and access for low-income students.
5. As part of its recognition of Earth Day, Weber State's sustainability offices worked with the Weber-Morgan and Davis County health departments to host the Cut Pollution – Mow Electric program. Through the program, WSU held a lottery in which 829 electric mowers were offered to winners who could switch out their gas-powered mowers. Using a gas-powered mower for one hour is the equivalent of driving a car 160 miles.
6. WSU hosted more than 350 competitors during the University National Weightlifting Championships April 19-22. Student-athletes from around the country competed to earn

the Strongest College in America designation. This is the second time WSU has hosted the national competition, with the first one being in 2015.

7. This year's Holocaust Remembrance activities spanned three weeks and included several campuswide collaborations. The theme was A Shared Responsibility to Educate and Activate. Keynote speaker Daniel Mendelsohn, author of *The Lost: A Search of Six Million*, spoke in partnership with the National Undergraduate Literature Conference on March 29. Student leaders from the Center for Diversity and Unity and Amnesty International hosted a Holocaust memorial display on April 4. Finally, Dr. Alice Yang presented Historical Memories of Japanese American Internment on April 11 in the Stewart Library.
8. The Student Affairs Student Employment Committee and Career Services collaborated on March 28 to host an inaugural job fair dedicated to providing access for students to hourly and work-study employment positions at WSU. We were joined by 18 departments and programs representing several divisions across WSU. Department representatives were excited about the high level of interest students showed in on-campus employment options while students were appreciative that so many campus employment options were brought together in one place.
9. WSU and Ogden teamed up in April to make the world a more civil place. Civility Quest asked residents, students and others to perform civil actions described on cards and post on social media about it, among other civility-focused efforts. The effort culminated in a civility celebration on April 12, during which the Ogden City Council presented a proclamation declaring April 12, 2018, Civility Day.
10. In addition to Chuck Wight's departure, Weber State has one more president to say goodbye to. Aulola "Lola" Moli has ended her term as WSUSA's president and graduated in the spring of 2018. WSU thanks Lola for her service as both a trustee and WSUSA president. We also welcome Jordan Slater to the board.

WSUSA Student Body President's Report

A. Updates

- a. Creating two new positions on my Cabinet**
 - i. Mental Health and Communications officer**
 - 1. Continuing with the Athletic Marketing team.**
- b. Rest of the Executives are still putting their teams together as well. Only a few more spots left.**
- c. First time in a few years we have a full Student Senate.**

B. Upcoming events

- a. ULA: SUU May 15th -18th**
- b. May 3rd, we have our Mandatory WSUSA before summer training**

C. Utah Student Association

- a. We have our first event down at ULA. We are all doing lip syncs to '90s songs**

WSU STUDENT ASSOCIATION



Weber State University Alumni Association President's Report
WSU Board of Trustees
April 2018

➤ **Alumni Events**

As part of new-grad member acquisition efforts, the Alumni Association hosted its first Build Your Brand event. At this event, we offered free professional head shots for graduating seniors. There were 70 appointment times offered. Registration was about 90 percent full within 24 hours of announcing the event. For Build Your Brand, we also partnered with WSU Career Services to provide LinkedIn and resume advice. The event was well attended and seniors were able to get some great one on one attention as they transition into their professional lives.

Grad Finale was exceptionally well attended this semester with about 1,500 seniors at the event. Through Grad Finale, Cat2Cat, a student-funded scholarship, raised approximately \$7,000 for student scholarships. Student donors wore a green philanthropy cord at commencement, signifying their contribution. The Alumni Association also gave a gift of a WSU Alumni license plate frame to all grads in attendance. A lot of energy, excitement, and gratitude surrounded this event.

➤ **Young Alumni Council**

Several YAC members served as mentors at WSU's Leadership to Legacy Mentorship Luncheon. Several YAC members served as prestigious presenters at WSU's 36th Annual Crystal Crest Awards Ceremony. The YAC hosted a GOLD Networking Luncheon (first-ever daytime GOLD networking event) at BRIO Tuscan Grille in Salt Lake City. We had 23 young alumni and graduating seniors attend.

➤ **WSUAA Membership**

As of April 2018, total WSUAA membership equals 1,608 (a 6 percent increase from April 2017).

General membership = 786

Grad memberships = 14

Lifetime memberships = 535

Phone-a-thon memberships = 273

➤ **Phone-a-thon Fulfillment**

Membership acquisition: As of April 2018 (FY '18), 165 WSU memberships have been acquired through phone-a-thon student calling (Fall '17 = 109qty, Spring '18 = 56qty).

Spring 2018 fulfillment: During the spring 2018 phone-a-thon 780 (\$54,498) pledges were acquired, and 549 (\$38,577.50) of those pledges have been fulfilled. In addition, two reminders (60-day & 90-day) are scheduled to release in the upcoming months to help increase our fulfillment dollars.

Phone-a-thon calling is based on six-week sessions for both fall and spring.

➤ **Emeriti**

The Emeriti Alumni Council events for April included a women's basketball game with a no-host dinner beforehand at Javier's on March 2, Russian Night: featuring world-renowned pianist Fanya Lin and Shijun Wang with a no-host dinner at University Broiler & Grill on March 16, and the H. Aldous Dixon Awards Luncheon on March 21.

At the March 7 Emeriti Alumni Council meeting, Bruce Handley received the Purple Paw award. It was presented to him by Dr. Gene Sessions. Dr. Sessions was also invited to be the guest speaker for that night.

The WSU Alumni Golf Classic will be June 8.

➤ **Student Alumni Association**

The SAA hosted 50 students and 50 mentors at our Leadership to Legacy Mentorship luncheon, where WSU's previous Board of Trustees Chair, Alan Hall, was the keynote speaker. The SAA supported at the Orientation Resources Fair for incoming (Summer 2018) students. SAA members supported at the WSU Dance Marathon for Primary Children's Hospital (on the Hype Team and fundraising team), raising \$1,000 of the \$11,000 raised by WSU students. The SAA talked with more than 100 students while hosting games for WSU's Club Carnival. The SAA enjoyed serving as VIP hosts for WSU's 36th Annual Crystal Crest Awards Reception and Ceremony. The SAA engaged more than 1,500 graduating seniors at Grad Finale, creating 380 student-philanthropy donors and raising more than \$7,500 for the Cat2Cat Scholarship.

Collaboratively Creating a First-Generation College Student Initiative

Ernesto Hernandez - Instruction Librarian, Weber State University

Amy Huntington - College Access & 1st Year Transition Coordinator, Weber State University

Amanda Nielsen - Student Support Services: Retention Specialist, Weber State University

Jessica Oyler - Director of Student Affairs Assessment & Strategic Initiatives, Weber State University

Betty Sawyer - Community Engagement Coordinator, Access & Diversity, Weber State University



WEBER STATE UNIVERSITY

Make *your dream* happen.

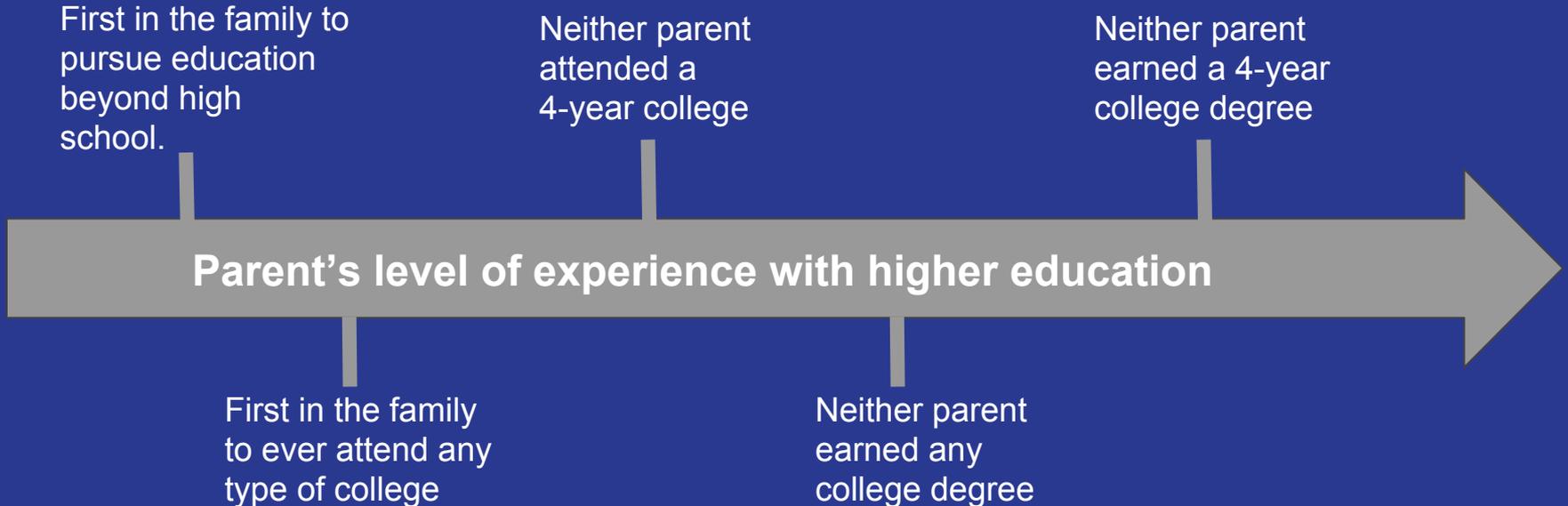


Weber State University - *Fast Facts:*



- Public University founded in 1889
 - Enrollment = 26,809 (26,112 Undergrads)
 - 8,117 in WSU Concurrent Enrollment
 - 92% Utah residents
 - 117 Academic Majors; 13 Graduate Degrees
 - 21-1 Student-to-Faculty ratio
- } **2016**

Who are “First-Generation College Students?”



Our Definition: First-Generation Students



Who are WSU's FG students?

- Neither parent has a 4-year degree from a U.S. college or university
- Parent(s) may have attended some college, or not at all



Characteristics of FG Undergraduates

- More academically at-risk
- Speak less in class, volunteer less for presentations
- Interact less with faculty
- Participate less in campus activities
- Make fewer friends
- Have a reduced sense of belonging
- Have lower self-efficacy and self esteem
- Suffer more from “imposter syndrome”

Challenges of FG Undergraduates

- More likely to graduate from lower-performing schools
- More likely to work full time or have competing family responsibilities
- More likely to live at home
- Less likely to know how to study well; more likely to study alone
- More likely to be a non-native speaker of English
- Lack 18 years of family and friends orienting them toward college culture & how to get there

WSU's FG Faculty/Staff Focus Groups

Intended Outcomes:

- Collaborative effort between Student Affairs and Stewart Library
- Held 3 Focus groups Fall 2017 semester (Faculty & Staff only) 37 participants
- Raise positive awareness about the strong presence of first generation students at Weber State University.
- Foster a campus climate that welcomes first generation students, acknowledges and works to overcome the challenges they face in their pursuit of academic success and well being, and celebrates their work ethic, perseverance, and accomplishments.
- Provide information and encouragement to first generation students in identifying and making strategic use of support services currently available on campus, through the office of Student Support Services, the Transfer Student Center, as well as the Cross-Cultural Center, SOAR center, Library, and other student-led organizations.
- Create spaces for faculty-initiated discussion about how department- and school-specific policies and practices can best facilitate first- generation students' academic success and wellbeing, and to encourage department and School level initiatives to support "First-Generation" students.

WSU's FG Faculty/Staff Focus Groups cont.

Focus Group Facilitation -

1. How many of you are first generation yourself?
2. Share something about your personal first gen experience and/or something that peaked your interest in taking part in this group.
3. What makes up a first generation student? What do you know about them? What does a first generation student look like on this campus?
 - a. Are there particular trends that you've noticed?
4. What do you think we do well to support first generation students on this campus?
5. What do you think would be helpful to support our first generation students both incoming and continuing?
 - a. What do you wish you knew as a student that you know now?
6. How do you currently support first generation students in your classroom and your services?
7. What would you like to do as part of this group? What do we need to do here at Weber State? Think of these ideas as if resources were no issue.
 - a. Potentially discuss things like first Friday & mentoring here



first
GENERATION

at Weber State University

39.1%

IDENTIFY AS FIRST GEN

■ WHITE	■ HISPANIC
72.4%	28.4%

36

FIRST TERM

GPA

2.40

20

AVERAGE ACT
COMPOSITE SCORE

61.2%
FEMALE

■ FIRST SEMESTER FALL TO SPRING
■ FIRST YEAR FALL TO FALL

72.4%

57.9%

RETENTION



24.4%
GRAD RATE IN 6 YEARS

Are you interested in participating in the FIRST GEN INITIATIVE? Please complete the info below and return it to us or mail it to MC 1107.

NAME _____

PHONE _____

EMAIL _____

DEPARTMENT _____

ARE YOU FIRST GENERATION? YES NO OTHER

STAFF FACULTY

QUESTIONS/COMMENTS/IDEAS

QUESTIONS?

amandanielsen1@weber.edu



WEBER STATE UNIVERSITY
Student Affairs

Focus Group Discussions/Responses

- Definition of First-Generation Student (not knowing)
- Campus navigation (acronyms, building names, etc.)
- Registration, Add/Drop, Course #'s, Choosing a major
- Get parents involved
- Student Support Services/Student Success Center
- Programming, Clubs, Workshops (Library)

First Generation Student Club

Mission Statement: First Generation Club strives to create a community of First Generation Students, but not limited to, and facilitate opportunities for recreation, community service, and networking.

- As of Spring 2018 we have 284 members of the First Generation Club.

First Generation Alternative Spring Break Catalina Island, California

The purpose of the trip was to do service for the Catalina Island Conservancy. We were able to dedicate 252 man-hours of service in this regard, primarily moving approximately a metric ton of rock over rugged terrain to a location where stairs needed to be built into a trail. We also dedicated time cleaning up beachfront along Shark Harbor and Little Harbor.



First Gen Faculty/Staff, and Student Mixer

The purpose of this event was to build a sense of a First Generation Community at Weber State University. We want our students to feel like they are part of a larger group which includes fellow students and faculty/staff. We recognize that “sense of belonging” is an important factor in retention/persistence.

- Bowling
- Pizza
- T-shirts
- Buttons

Approximately 70 participants



Moving Forward....

ACRL Instruction Section: Instruction for Diverse Populations Committee

- *Identifies resources for its bibliography*
- *Investigates gaps in the literature*
- *Discusses and improves library instruction for diverse populations*

<http://bit.ly/29lqPSk>

Reading About Diversity: Developing & Reflecting on Inclusive Instructional Resources

Ernesto Hernandez, UC Irvine | Samantha Godbey, University of Nevada Las Vegas | Kenny Garcia, CSU Monterey Bay | Ariana Santiago, University of Houston | Lindsay Davis, UC Merced

The Committee

ACRL-IS Instruction for Diverse Populations Committee supports librarians who provide instructional services to diverse populations. The committee reviews, updates, and promotes the "Multilingual Glossary" and the "Library Instruction for Diverse Populations Bibliography" bi-annually, focusing on one document per year.

Changes to the Bibliography

- Migration from PDF to Zotero
- Use of social tags to bring out intersectionality in social identities
- Addition of new sections for social identities not represented in previous version

Tags (examples): active learning; bilingual instruction; critical information literacy; cultural awareness; English language learners; graduate students; instructional design; learning communities; multicultural; online instruction; outreach; socioeconomic influences; student success

Our Campuses

All five are
Hispanic Serving
Institutions

California State University
MONTEREY BAY

35% low-income
55% first-generation

UCI

- AANAPISI
- 51% first-generation

34

UCMERCED

- most diverse UC
- 67% first-generation

UNIVERSITY OF
HOUSTON

- Over 2/3 students from underrepresented groups

UNLV

- Tied for 2nd most diverse campus

Instruction for Diverse Populations Bibliography

General Resources
African American Students
Asian American Students First-
generation Students LGBT Students
Hispanic & Latino Students Homeless
Students International Students
Middle Eastern Students Native
American Students Nontraditional
Students Students with
Disabilities Transfer
Students Veteran
Students

<http://tinyurl.com/isdiversepops>

Highlights

The Impact of Cultural Validation on the College Experiences of Southeast Asian American Students

Added By	Kelua
Item Type	Journal Article
Title	The Impact of Cultural Validation on the College Experiences of Southeast Asian American Students
Author	Maramba, Dina C. Palmer, Robert T.
Abstract	Cultural validation, including involvement in ethnic communities, traditions, and values, plays a role in the retention and academic achievement of Southeast Asian American (SEAA) students. Interviews from 34 undergraduate SEAA students, including Cambodian, Hmong, Laotian, Vietnamese, and multiethnic SEAA students, reveal that the availability of Asian American studies courses and social justice-oriented courses, were important in building cultural knowledge and confronting stereotypes. Joining and forming ethnic organizations were also important for cultural expression and community building. Educators should consider programs and activities on campus which support SEAA populations via cultural validation.
Publication	Journal of College Student Development
Volume	55
Issue	6
Pages	515-530
Date	2014
DOI	10.1195/004.2014.0054
URL	http://works.bepress.com/gol/ytew/content.cgi?article=1067&context=robert_palmer
Tags	Asian American students · Curricular development · Higher education · Peer support · Undergraduates · cultural responsiveness

Gaps in the Literature

Lack of library instruction-specific research on:

- First-generation students
- Native American students

Lack of library or higher education research on:

- Homeless students
- Middle Eastern students
- Transfer students

BUSINESS COMMITTEE
OF THE
WEBER STATE UNIVERSITY BOARD OF TRUSTEES

A meeting of the Business Committee of the Weber State University Board of Trustees was held at 8:30 a.m., May 1, 2018, in Room 302A, President’s Office.

Members present:

Mr. Nolan Karras	Ms. Danielle Croyle	Mr. Marty Carpenter
Ms. Kearston Cutrubus	Mr. Scott Parson	

Weber State University officials present:

Dr. Norm Tarbox	Interim President, VP for Administrative Services
Dr. Brad Mortensen	Vice President for University Advancement
Mr. Steve Nabor	Senior Associate Vice President for Financial Services & CFO
Mr. Rich Hill	University Legal Counsel
Mr. Mark Halverson	Associate VP for Facilities and Campus Planning
Mr. Jerry Bovee	Director of Intercollegiate Athletics
Mrs. Anita Preece	Secretary

Visitors: None

Excused:

Press: None

BUSINESS COMMITTEE MEETING

- | | |
|--|---|
| Minutes | 1. The minutes of the meeting held on March 20, 2018, were approved on a motion by Mr. Karras, and a second by Ms. Cutrubus. |
| Financial Report for the month ending March 2018 | 2. Mr. Steve Nabor, Senior Associate Vice President for Financial Services, presented the Financial Report for the month ended March 2018. With 75% of the year completed, 64.90% of the budget was expended. Mr. Nabor reported that summer enrollment is up 4%. The efforts to enhance enrollment are working. Mr. Nabor reported that the bookstore’s aggressive intervention plan is working and there have been many improvements this last quarter. |
| Motion | 3. On a motion by Ms. Cutrubus, and a second by Ms. Croyle, the Financial Report for March 2018 was approved. |
| Base Budget FY2019 | 4. Interim President Norm Tarbox presented the Base Budget FY2019. He reviewed the FY19 Budget Guiding Principles with the Business Committee. He reported that among the actions of the 2018 Legislature was a \$5.9 million tax fund increase for WSU.

Interim President Tarbox mentioned that FY18 budget was \$158 million. The FY19 budget is \$166 million, which is \$8 million increase, which is the second best that President Tarbox has seen since he came to WSU years ago. |

Motion

5. On a motion by Mr. Carpenter, and a second by Ms. Croyle, the FY2019 Base Budget was approved.

FY2019 Capital
Improvements Funding

6. Mr. Mark Halverson, Associate VP for Facilities and Campus Planning, presented the Capital Improvements Funding Report. He reported that the State Building Board approved the allocation of \$114 million in Capital Improvements Funding to benefit state institutions and agencies with facility improvement needs. Of this amount, the USHE will receive \$62 million. This represents 54% of the total allocated. WSU's share of this funding is \$5.0 million dollars.

Mr. Halverson reviewed the list of projects funded for FY19.

Motion

7. On a motion by Ms. Cutrubus, and a second by Ms. Carpenter, the FY2019 Capital Improvements Funding was approved.

Quarterly Construction
Report

8. Mr. Mark Halverson presented the Quarterly Construction Report. He reported on the following:
- **Lindquist Hall** - Mr. Halverson mentioned that work on Lindquist Hall is moving along aggressively. Big D Construction is doing well. Crews will start the brick work today! Mr. Halverson reported that the building will be ready for occupancy in November/December.
 - **Community Education & Outreach Center** - Mr. Halverson reported that Hughes Construction is halfway complete, and should be ready for August occupancy.
 - **Interprofessional Education in Health Care (IPE)** - Mr. Halverson reported that the building will be ready for Occupancy in July 2018.
 - **Stewart Stadium North Gateway Project** - Mr. Halverson mentioned that the programming is complete and VCBO is working on the schematic design. This will be a \$14 million-30,000 square ft. facility. Mr. Halverson reported that construction should begin mid-summer and completion.
 - **Noorda Engineering & Applied Science Facility** - Mr. Halverson mentioned that WSU is currently in the middle of the programming process with VCBO Architects.
 - **Computer and Automotive Engineering Building at Davis** - Mr. Halverson mentioned that the legislature approved this project and funded the O&M, and design will begin this summer.
 - **Outdoor Recreation Building** - Mr. Halverson reported that the Board of Regents and the Building Board have approved this project. The project will be approximately 17,000 square feet and cost around \$6.5 million dollars.

Motion

9. On a motion by Mr. Karras, and a second by Mr. Carpenter, the Quarterly Construction Report was approved.

Quarterly Athletic Report

10. Mr. Jerry Bovee, Director of Intercollegiate Athletics, presented the Quarterly Athletic Report. He reported on the following:

- Mr. Bovee reported that WSU celebrated the record-setting 2017 football season. He mentioned that the first home game is set for September 15th against South Dakota.
- Mr. Bovee mentioned that Taron Johnson is the only player in the Big Sky Conference who was drafted with the NFL.
- Mr. Bovee reported that Coach Jay Hill was honored as the Utah Coach of the Year at the Governor's State of Sport Award.
- Mr. Bovee mentioned that Sarah Callister Sellers finished second at the Boston Marathon on April 16th bringing worldwide recognition to her and Weber State University.
- Mr. Bovee reported that the WSU Softball team is currently in first place in Big Sky standings. The Wildcats will host the Big Sky Championships May 10-12 at the Wildcat Softball Field.
- Mr. Bovee reported that the men's and women's tennis teams have qualified for the Big Sky Championships.
- Mr. Bovee mentioned that the men's and women's track and field teams are winding down their regular season preparing for the Big Sky Championships.
- Mr. Bovee reported that the women's golf team will compete at the Big Sky Championships, and the men's golf team at the conference championships.
- Mr. Bovee reported that 50 student-athletes earned Big Sky Academic All-Conference honors in men's and women's basketball and men's and women's indoor track and field. WSU also had 58 athletes earn the honor in the fall sports.

Motion

11. On a motion by Mr. Carpenter, and a second by Ms. Cutrbus, the Quarterly Athletic Report was approved.

Monthly Investment Reports (February 2018 and March 2018)

12. Vice President Tarbox presented the Monthly Investment Reports for the months of February and March 2018. He reported that WSU is in compliance with the Board of Regents Policy, and the State Money Management Act.

Motion

13. On a motion by Mr. Karras, and a second by Ms. Croyle, the Monthly Investment Reports for February and March 2018 were approved.

Retirement Committee
Update

14. Mr. Rich Hill, University Legal Counsel, presented the Retirement Committee Update. He reported that there is a need to upgrade the role of the Retirement Committee to meet the increasing risk of litigation against the Board of Trustees and the University, and to provide a more formalized organizational structure to govern its fiduciary responsibilities. Mr. Hill reviewed the charter and committee members with the board.

Motion

15. On a motion by Mr. Karras, and a second by Ms. Cutrbus, the Retirement Committee Update was approved.

Corporate Resolution

16. Mr. Steve Nabor, Senior Associate Vice President for Financial Services, presented the Corporate Resolution. He mentioned that this resolution gives authorization to establish and maintain one or more accounts with Wells Fargo Securities, LLC on behalf of Weber State University for the purchasing, investing in, transferring, exchanging, or otherwise disposing of, and generally dealing with any and all forms of securities and other financial instruments.

Motion

17. On a motion by Mr. Karras, and a second by Mr. Carpenter, the Corporate Resolution was approved.

Adjournment

18. The meeting adjourned at 9:35 a.m.

Board of Trustees
Personnel and Academic Policy Committee
May 1, 2018

Members present: Karen Fairbanks, Lola Moli, Karla Bergeson, Jeff Stephens, Madonne Miner,
Eric Amsel, Jordan Slater

Guests: Stephanie Hollist

1. Personnel Changes were presented to the committee.
2. The following Early Retirement was approved on a motion by Karla Bergeson seconded by Karen Fairbanks:

Kristie Nielsen, Online and Continuing Education Sept. 30, 2018
Maria D. Parrilla de Kokal, Psychology June 30, 2018
3. The following Chair Appointment was approved on a motion by Lola Moli seconded by Karla Bergeson:

Dr. Aaron Ashley, Department of Psychology Three-year term beginning July 1, 2018
4. The following Special Leave Request was recommended to the full board on a motion by Karla Bergeson seconded by Jeff Stephens:

Dr. David Matty, 2018-19 Academic Year
5. The following PPM were recommended to the full board on a motion by Jeff Stephens seconded by Lola Moli:

PPM 4-16 (New): Course Materials
PPM 9-5 II B-4: Faculty Responsibilities to Students
PPM 4-11: Study Abroad Programs
PPM 8-11: Evaluation of Faculty Members (Several Sections)
PPM 8-12: Dated Guidelines for the Ranking Tenure Review Process
PPM 8-23: Probationary Period for Tenure
6. The following Tenure Documents were recommended to the full board by Lola Moli seconded by Karla Bergeson:

College of Social & Behavioral Sciences
College of Arts & Humanities
7. The following Program Name Changes were recommended to the full board on a motion by Jeff Stephens seconded by Lola Moli:

Pre-Education AS to AS in Education
Chemistry to Chemistry and Biochemistry
8. The following Program Proposal was recommended to the full board on a motion by Jeff Stephens seconded by Lola Moli:

Minor: Data Analytics
9. 2018 Emeriti Recommendations were recommended to the full board on a motion by Lola Moli seconded by Karla Bergeson.
10. Confirmation of appointment as Dean of the College of Science and approval of tenure and full rank for Dr. Andrea Easter-Pilcher was recommended to the full board by Lola Moli seconded by Jeff Stephens.