



**Western Oregon University Board of Trustees:
Academic & Student Affairs Committee
Meeting No. 13 – April 1, 2019
Public Site: Hamersly Library 301A
9:00am – 10:30am**

MINUTES

The meeting was called to order by Chair Lane Shetterly.

Committee members present: Zellee Allen, Malissa Larson, Lydia Muniz, Lane Shetterly. Committee member absent: Zoe Chan-Tuyub. University staff members present: Erin Baumgartner, Kathy Cassity, Gary Dukes, Mark Girod, Sue Monahan, LouAnn Vickers, Niki Weight, Rob Winningham.

CONSENT AGENDA

The December 5, 2018 minutes were approved with no corrections.

ACTION ITEMS:

Two undergraduate certificates and three minor proposals were brought to the committee for consideration.

Dean Mark Girod gave a brief overview of the four proposals that pertained to the College of Education:

- Bilingual/English for Speakers of Other Languages (ESOL) certificate
- Early Childhood Education Certificate
- Early Childhood minor
- English for Speakers of Other Languages (ESOL) and Bilingual Education minor

Dean Girod indicated that there would be no budgetary impact for these new programs because classes students are taking are repackaged to meet the certificate requirements.

Provost Rob Winningham gave a brief overview for the new minor in English Studies, noting that it reflects the new focus of the English Studies department. He confirmed that there is no budgetary impact for this proposal.

The committee chose to vote on all five proposals at one time, as included in the docket materials.

Motion: Lane Shetterly
2nd: Zellee Allen
Unanimously approved

The proposals will be brought to the full board at their April 17, 2019 meeting.

REPORT & DISCUSSION ITEMS:

Student Affairs Update

Vice President for Student Affairs Gary Dukes shared information regarding upcoming recruiting trips which includes a trip he will be talking to Guam and Saipan.

Dr. Dukes provided current enrollment data, noting we are currently down in applications and admitted students compared to previous years (at this time). Last year there were 780 in the freshman class and we are projecting between 711 and 780 for next year's entering freshman class.

Dr. Dukes noted several recruitment efforts have been implemented to help increase enrollment. Letters/emails are being sent to encourage students that have been admitted to WOU but have not completed their application, encouraging them to choose Western. In addition to these letters/emails, packets were also sent to the families of these students, in both English and Spanish, to encourage completion of the process. Admitted student receptions have begun and will be held throughout the state. SOAR will take place in Hawaii and California in May. In mid-April financial aid award letters will be sent out which will hopefully encourage students to finish their applications. The Strategic Enrollment Management plan is also being finalized.

The University Diversity and Inclusion Advisory Committee has reconvened. President Fuller has given the committee a new charge and responsibilities and has appointed Dr. Dukes to serve as the liaison to the President's Cabinet. It was suggested that consideration might be given to include the word Equity in the committee's name to better align with the work that is being done. This suggestion will be taken to the President for consideration.

The Incidental Fee Committee (IFC) has completed its work. The IFC fee for 2019-2020 academic year was increased by 16 dollars per student, which is roughly a 4.41% increase. Dr. Dukes noted that President Fuller had suggested that he wouldn't approve anything over 5%, which would have been the increase needed to maintain funding across the board. Because the increase was 4.41%, funding cuts were made but not to the budgets that are already incredibly small. (i.e., Abby's House)

Dr. Dukes recognized Associate Vice President of Student Affairs and Dean of Students Tina Fuchs received the Northwest Association of College and University Housing Officer's top award, the Kay Rich Lifetime Achievement award.

In conclusion to the enrollment discussion led by Dr. Dukes, it was suggested that perhaps WOU might consider creating "trade" certificates rather than new degree programs in an effort to reach another student population and as a way to increase revenue. Dr. Dukes noted that because the number of students graduating high school has declined, and the consequential lower number of students entering community college, this results in a smaller number of students coming through the pipeline. It was also noted we are focusing efforts on two populations to counter the concern: the working adults in Salem (through efforts of WOU:Salem) and students interested in pursuing health services (continuing to move towards the DPT program).

Academic Affairs Update

Provost Rob Winningham gave an update on the Doctorate of Physical Therapy (DPT). The program was unanimously approved by the Statewide Provost Council but has now reached a roadblock due to a statute which names Oregon's three technical and regional universities as "comprehensive" universities. ORS 352.011 states that these universities can grant degrees through master degrees. The Higher Education Coordinating Commission (HECC) brought this to our attention on February 22nd. There will be public hearing regarding the statute and efforts are being made to amend it.

The Educational Doctorate in Interpreting Studies is in external review, which was not needed for the DPT since it has an accrediting body.

Associate Provost Sue Monahan provided an update regarding WOU:Salem. Four classes were offered winter term, with an average of 12 students per class. This surpassed the goal of having five students per class. She noted that only one student dropped from the program.

WOU:Salem has officially been approved by NWCCU to offer degree programs and approved to move forward with the Applied Baccalaureate in Liberal Studies. Dr. Monahan noted that while 30-50% of associate college degrees are in applied science (AS degree), these students don't have a clear path to complete a four-year degree. The Applied Baccalaureate in Liberal Studies will be the pathway for these students. Business, Criminal Justice, and Psychology will each offer two classes each term at the Salem campus each term. Potentially students could earn their WOU degree without having to come to the Monmouth campus.

We are waiting on the final approval from our accrediting agency (NWCCU) for the Masters in Organizational leadership but there are no foreseeable problems.

Associate Provost Sue Monahan gave a brief overview and update regarding the Willamette Promise. In the last year, WOU has given out 16,000 credits for general education courses. The state reimburses the university at about \$50 a credit. Through the partnership with WESD, underrepresented students are given a chance to earn college credit.

Student Success Director Niki Weight provided information regarding a new program implemented by her department to remind and “nudge” students to complete registration for courses. With this new program, students receive personalized emails from their advisors urging them to register for classes. Between fall and winter terms, the number of students who were not registered for classes before the term started decreased from 14% to 8%. From winter term to spring term, it decreased from 20% to 6%. (These numbers excluded students who were slated to graduate.) New emails also included problem shooting guides such as how to change majors and advisors, as well as information about course offerings at the Salem campus.

Interim Associate Provost of Academic Programs Erin Baumgartner gave an update on the General Education (Gen Ed) revision. The Gen Ed committee is voting on the draft criteria and finalizing advising materials for faculty advisors. The Gen Ed petition process has been an established and has now served over 50 students. There is also work being done by Kyler Dryer, from the registrar’s office, to review joint service transcripts so that military veterans can receive credit for time served in the armed forces.

Provost Rob Winningham provided information on Open Education Resources. He noted that faculty librarian Sue Kunda has been very instrumental in working with this cost saving opportunity. The Open Education Resources is designed to provide low cost/no cost education textbook resources to our students, which would be a great savings for them. Because these resources are usually in electronic format. These resources are beneficial to students who need an accessible format.

Provost Winningham confirmed that the university is ready and looking forward to the April 4-5 site visit by the Northwest Commission of Colleges and Universities (NWCCU).

Dr. Winningham noted that several higher education institutions in the Portland area have closed their doors. One of those is the Oregon College of Art and Craft (OCAC). WOU was able to participate in a recruitment fair that was designed to assist the OCAC students with transfer options.

FINAL ANNOUNCEMENTS

Ayad Ahktar will be on campus April 9th as the guest speaker for the 2019 Jensen Lecture series.

Oregon Community Foundation is sponsoring a learning community on April 12th to convene Oregon Universities and help them find ways to recruit and retain Hispanic students.

Next ASAC meeting will be May 22nd at 1:30pm in Hamersly Library, room 301-A.

Meeting was adjourned at 10:12am.