



**PUBLIC MEETING OF THE WESTERN OREGON UNIVERSITY  
ACADEMIC & STUDENT AFFAIRS COMMITTEE (ASAC)**

**Meeting No. 35**

**May 21, 2024 | 1:00 pm – 3:00 pm**

**Meeting Minutes**

**I. CALL-TO- MEETING AND ROLL CALL**

Chair Mitchell calls the meeting to order at 1pm and asks Secretary Sorce to do a roll call:

The following Trustees are present: Board Chair Komp, Board Vice Chair Nelsestuen, Trustee Foster, and Committee Chair Mitchell,

Other Staff Present: Board Secretary Evan Sorce, President Jesse Peters, Vice President for Student Affairs Tina Fuchs, Dr. Alicia Wenzel, Paige Jackson, Jen Koshnick, Judy Sylva.

**II. CHAIR’S WELCOME AND ANNOUCEMENTS**

Chair Mitchell welcomed everyone to the May ASAC meeting and reminded the committee this was the last meeting of ASAC for the year.

**III. CONSENT AGENDA**

- a. Approval of the meeting minutes from March 20, 2024

Trustee Nelsestuen moves and Trustee Foster seconds the approval of the March 20, 2024 ASAC meeting minutes. No additional discussion. The Vote was unanimous.

**IV. ACTION ITEMS**

**a. Principal License Graduate Certificate**

Chair Mitchell welcomed Dr. Alicia Wenzel, who represented Dean Girod and the College of Education, to present the Principal License Graduate Certificate, which can be found on page 4 of the docket. Trustee Foster moves and Board Vice Chair Nelsestuen seconds a motion that the Western Oregon University Board of Trustees Academic and Student Affairs Committee accept the introduction of a new Principal Licensure Graduate Certificate as included in the docket material. The motion was approved unanimously.

**b. Educational Leadership Graduate Certificate**

Dr. Alicia Wenzel also represented Dean Girod and the College of Education to present the Educational Leadership Graduate Certificate, which can be found on page 15 of the docket. Trustee Foster moved, and Board Chair Komp seconded a motion that the Western Oregon University Board of Trustees Academic and Student Affairs Committee accept the introduction of



a new Educational Leadership Graduate Certificate as included in the docket material. There was no additional discussion. The motion was approved unanimously.

## **V. REPORTS & DISCUSSION ITEMS:**

### **a. Showcase & Discussion: Update on Wolfie Chatbot**

Chair Mitchell introduced Vice President for Student Affairs Tina Fuchs, who introduced her staff Paige Jackson, Director of Student Success & Advising, and Jen Koshnick, Director of Student Success & Advising, for the showcase on the Wolfie Chatbot. Their presentation can be found on page 26 of the docket.

Board Chair Komp asked how the Wolfie Chatbot helps inform the Title III grant process. Director Jackson responded that although no funds from the Title III grant have been spent on Wolfie Chatbot, the data we are gathering from Wolfie Chatbot informs the interventions used to support our students, which is the mission of the Title III funds. Board Vice Chair Nelsestuen asked about the process of what you all decide is worthy of a text from Wolfie to ensure that people don't get Wolfie weary and stop responding. VP Fuchs discussed what message is text-worthy and what is not. Worked with Ed Sites to ensure there was a good cadence that didn't overwhelm our students. Board Vice Chair also asked if there is a plan for Wolfie to ask students for feedback on how helpful the chatbot has been. VP Fuchs said they will talk to their consultants at Ed Sites about how to do that because it is a great idea. Committee Chair Mitchell asked if there is anything this bot does for Staff or Faculty. The answer is no, and this is strictly for our students.

### **b. 2023-2024 Academic Year (Workplan) Update**

Chair Mitchell transitioned to the 2023-2024 Academic Year work update. With Provost Coll out sick, she asked VP Fuchs to kick off the update. VP Fuchs reported that Destination Western will be funded for FY25 under the Student Co-Curricular Strategies. Under the Student Health and Safety section, they have hired two new counselors for the Student Health and Counseling Center, including one who is bilingual. They also made funding the Confidential Advocate position in Abby's House their top priority in the budget request process to ensure the university complies with state and federal laws. Policies Governing Student Conduct and Student Organizations, VP Fuchs reported that her team translated the Code of Student Responsibility to Spanish and will be available early this summer. Enrollment deposits will be in place for the 24-25 recruitment year (students are being recruited for Fall 2025). UCS and the Business Office are targeting a December 1 completion date.

## **VI. ADJOURNMENT**

Chair Mitchell Adjourns the meeting at 2:01pm.