

**University Council
Minutes
December 6, 2019**

Council Members Present: Rex Fuller, Laurie Burton, Michael Baltzley, Chelle Batchelor, Gabbi Boyle, Kathy Cassity, Paul Disney, Bryan Dutton, Tina Fuchs, Mark Girod, Ryan Hagemann, Ana Karaman, Richard Kavanagh, Bill Kernan, Kristin Latham-Scott, Laura Lyon, Dave McDonald, Sue Monahan, Adele Schepige, Abdus Shahid, Michael Smith, Linda Stonecipher, Judy Vanderburg, LouAnn Vickers (Ex-Officio), Niki Weight, Rob Winningham

Council Members Absent: Curtis Campbell, Gary Dukes, Erin McDonough

Campus Advisory Committee Reports

1. University Budget Advisory Committee (UBAC) | Richard Kavanagh

The 2020-2021 UBAC proposal process launched October 28, 2019. The deadline is 5:00pm on January 8, 2020, at which time UBAC and the President's Cabinet will begin to review the proposals. The [UBAC website](#) has been enhanced and includes the President's budgetary goals for this year, a timeline with anticipated target dates for each phase, and information regarding each step of the process. All submitted proposals need evidence to support that they align with the President's budgetary goals. A link to the proposal form is available via the WOU Portal and the [UBAC website](#). The committee has also created a rubric which will be used for evaluating the proposal submissions. If a proposal moves to the second phase, the initiator(s) will be invited to participate in a workshop to help them prepare for the next phase. Additionally, proposals that move to Phase 2 will be asked to complete a budget worksheet and an outcomes and assessment worksheet. (Templates will be provided.) Another improvement to the process is that proposal forms can be saved during the creation process and then submitted when completed. New initiatives are capped at \$400k.

President Fuller added that in early January a revised university budget for 2019-2020 will be available. Campus town halls will be conducted in an effort to fulfill the board's request to make adjustments that will balance the budget.

2. University Diversity & Inclusion Advisory Committee (UDIAC) | Gabrielle Boyle

UDIAC has formed three subcommittees. One subcommittee will focus on a diversity action plan, working to ensure their plan aligns with the WOU Board of Trustees' statement on diversity and WOU's strategic plan. The second subcommittee will focus on steps and activities to promote WOU's journey to become a Hispanic Serving Institution

(HSI). The third subcommittee will work to create a recruitment and retention plan, focusing on faculty, staff and utilizing the results of the campus climate survey.

In the coming weeks, UDIAC will be updating their website, preparing a UBAC proposal, and continuing their outreach to the communities regarding what diversity means to Western.

President Fuller noted that UDIAC, and all of the advisory committees, includes members from each governance group to ensure campus-wide representation. He also noted that an HSI steering committee has been formed and will be holding their first meeting the week of December 9. One of the goals is to bring presenters from external organizations to campus and to have this steering committee work alongside Dr. Kathy Espino Perez. Plans are also being made to host a summit that will highlight the campus endeavors currently in place to serve the Hispanic population.

Ryan Hagemann explained that [HB 2864](#) requires all public institutions of higher education establish a cultural competence charge by December 31, 2019. Once the charge is completed, we will have the year 2020 to fulfill the work. A committee will be formed with specific deliverables required by the statute. In accordance with HB 2864, the committee will be comprised of three administrators, three faculty, three staff members, and three students.

Hagemann also mentioned, that during the coming months, the WOU Board of Trustees Executive, Governance & Trusteeship Committee (EGTC) will be working on its board statement on diversity. He noted that UDIAC will have the opportunity to work closely with the subcommittee to ensure that the statements coincide with each other. He also noted that UDIAC's subcommittee that will be working on the recruitment and retention plan will have the opportunity to work with Human Resources and Student Affairs to ensure that all of their strategies also align.

3. University Technology Advisory Committee (UTAC) | Chelle Batchelor

UTAC has created three subcommittees. Adele Schepige is leading a Technology Plan Subcommittee and the draft will be presented at one UTAC's January meetings. They are working to ensure that the plan aligns with WOU's Strategic Plan. Once a draft is approved by the subcommittee, small group sessions and campus forums will be held to seek input.

The Learning Management System (LMS) Subcommittee has participated in presentations from various vendors and will provide a report of their findings at the next UTAC meeting. If it's determined that a new LMS is needed, a proposal will be submitted to UBAC. Any

change in the LMS would be coordinated over the course of a year so it could run parallel to the current system with support of Academic Innovation.

The Apple Subcommittee has developed a committee charge and is in the process of creating a survey for students. The survey will focus on textbook affordability and access to technology, in an effort to understand the technology needs of our students. (i.e., Do they complete their coursework on a laptop, phone, computer, or utilize a computer lab?) The committee was joined by David Foster, Paul Disney, and Chien-Chun Lin for a tour and technology assessment of the Vick Building. This aligns with the committee's charge to "review new building and renovation projects that are pertinent to the academic technology environment."

Assessment Spotlight

4. Willamette Promise | Dr. Sue Monahan

Dr. Monahan provided an assessment report on the Willamette Promise (WP) program, highlighting its success. She noted one of the goals of the WP program is to provide access, quality education, and affordability to underserved students. This requires coordinated efforts with teachers, schools, and districts that will then lead to students receiving access. She emphasized that teachers are an essential component of this program.

Multiple levels of evaluation have been completed on the program, which include a formative evaluation by The Research Institute and the [Center for Education innovation, Evaluation and Research](#), a preliminary study of student outcomes in college conducted by Higher Education Coordinating Commission (HECC) staff in 2017, and an equity analysis of regional Promise Grants sites conducted by [Education Northwest](#). Results published by Education Northwest indicated that the Willamette Promise program has better representation in specific under-represented populations than overall in Oregon's accelerated learning programs. These areas include students that are male, American Indian, Pacific Islander, Hispanic/Latino, Multi-racial, Ever FRPL, Ever IEP, and Ever EL.

Dr. Monahan summarized by saying the Willamette Promise is moving the equity needle because it's the only program in the state with retroactive registration. Students are encouraged to try a college-level course to see if they can succeed. If successful, they are then able to register for the course and receive credit.

Updates, Progress Reports and Discussion items

5. Scorecard Progress | Dr. Laurie Burton

Dr. Burton encouraged the council to continue providing updates to the scorecard as they are available. She also offered to insert the updates if the details are forwarded to her.

President Fuller noted that his [State of the University Address](#) in the fall was structured around the Strategic Plan.

6. My WOU App | Bill Kernan

Western has a mobile app, *My WOU*, with over 700 Apple and Android users. The app is designed to accommodate the needs of students and faculty/staff. Some of the available features are an employee directory, schedule of classes, campus maps, and campus events. UTAC will be working with MarCom to explore ways to generate more users.

7. Advising Task Force | Niki Weight

Nikki shared that multiple findings emphasize the direct impact academic advising has on student retention. To strengthen this support for our students, she is recommending the creation of an Advising Task Force. A cross-section of campus will comprise the task force and initial efforts will be focused on establishing a central definition and guidelines for academic advising. Once this is defined, they will focus on creating program and student learning outcomes, conduct student focus groups and examine data (e.g., NSSE survey results) to identify key advising needs.

Through this process, they will develop recommendations for effective advising practices, training opportunities for our advisors, and developing resources that will align with the definition, guiding principles, and outcomes. She noted that WOU's priority to achieve student success includes a directive to "streamline and improve university processes in support of student achievement" which supports the need to evaluate and improve academic advising for all students.

The Task Force will provide reports to University Council on its findings from the focus groups and data analysis. Additionally, town hall meetings will be scheduled to share the definition, outcomes and progress with campus.

Nikki hopes to establish the Task Force in January 2020 and hold monthly meetings throughout the remainder of this academic year. If needed, meetings may resume in Fall 2020.

8. Board of Trustees & Legislative Update | Dr. Rex Fuller

President Fuller announced two members were added to our **Board of Trustees**. [Jerry Ambris](#) and [Linda Herrera](#) were confirmed by the Oregon Senate during November Legislative Days and will serve terms through June 2023. Prospects are also being identified to fill two positions that will be vacated June 30, 2020.

HECC is developing a new strategic plan. The Interinstitutional Faculty Senate has been involved in the process and a focus groups are scheduled in December to gather input. HECC is also evaluating the 2020-21 capital project requests and has released a first-run score of the list. Our projects have been preliminarily ranked in the following priority order (out of 15 requests): Student Success Center (4), Health Sciences Center (8), Performing Arts Center (12), and the athletic complex Center for Human Achievement, Movement, and Performance (13).

We will continue to seek revision to ORS 352.011 to permit WOU to offer **applied doctorate degrees**. This request should be acted on during the February legislative session. A work group has been formed for the Occupational Therapy (OT) program. The marketing analysis confirms that the strong need for OT programs. A letter and application will be sent to the accreditation agency which will place us in the fall 2025 queue for consideration. A consultant will be visiting campus in January. In the upcoming February 2020 session, the **Legislature** will be focused on capital & trade and the environment. February 13 is University Day at the Capitol – more information will be available in the coming weeks.

The meeting adjourned at 10:30am.