

**University Council
Minutes
October 09, 2020**

Members Present: Rex Fuller, Laurie Burton, Michael Baltzley, Chelle Batchelor, Gabbi Boyle, Kathy Cassity, Gary Dukes, Bryan Dutton, Tina Fuchs, Hillary Fouts, Mark Girod, Leigh Graziano, Ryan Hagemann, NJ Johnson, Ana Karaman, Bill Kernan, Randi Lydum, Kristin Latham-Scott, Dave McDonald, Erin McDonough, Sue Monahan, Michael Reis, Abdus Shahid, Tad Shannon, Michael Smith, Jackson Stalley, Judy Vanderburg, LouAnn Vickers (Ex-Officio), Bev West, Rob Winningham

Members Absent: Niki Weight

Presentation Guests: Adry Clark

President Fuller welcomed the council to the first meeting of this academic year and also extended a welcome to the new members. Dr. Fuller then called on the advisory committee co-chairs to deliver their reports.

CAMPUS ADVISORY COMMITTEE REPORTS

1. University Budget Advisory Committee (UBAC) | Tad Shannon

This year UBAC will sponsor a series of conversations and trainings regarding budget and financial literacies. Vice President Karaman and Director of Budget and Planning Camarie Moreno will be providing these trainings. The first training is scheduled for October 15. UBAC will also extend a call to campus for ideas that promote efficiencies.

A second committee co-chair will be selected at a future meeting.

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

UDIAC will focus efforts this year on website advancement to provide a centralized location for equity efforts and resources. They'll also continue to develop a diversity statement as well as a scorecard to assess the diversity plan once it is finalized.

An in-coming co-chair will be elected this year and will join two other co-chairs, a past co-chair and a present co-chair.

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

During spring and summer terms, the committee's efforts were focused on COVID-19. UTAC charged a Task Force to create a [Technology Spaces Reopening Plan](#) to provide safe technology spaces for our students. The plan was implemented fall term.

The hotspot loan program, which is funded by the CARES Act, will continue for the 2020-2021 academic year. The Library worked with the Financial Aid Office to confirm students with demonstrated financial need.

This year, UTAC will continue its work on a University Technology Plan, create a subcommittee to develop and administer a technology needs survey to faculty and staff, and work to improve communication from the committee to campus.

Michael Reis, WOU's new director for academic innovation, provided an update on the infrastructure within the department and the Summer Catalyst program staff and faculty were able to participate in.

He also noted efforts that are being made to find proctoring solutions to the exam challenges with online coursework. Additionally, the LMS transition continues to Canvas. Michael shared the challenges that have been identified in phase one of the process and the resolution status for these challenges.

At the conclusion of the advisory committee updates, President Fuller shared the strategic planning process flow chart used in the development of our 2017-2023 Strategic Plan. He explained how the implementation of the Strategic Plan led to the formation of University Council and the development of these three presidential advisory committees.

4. Retention Committee | Rob Winningham

Rob outlined the establishment of a retention committee. He provided a proposed charge and composition of the committee which covers a broad cross-section of campus.

He noted that there is an additional module available through the EAB navigate system which provides a data analytics tool. This can be used in conjunction with the Wolf Connection System (WCS) and will help drive direction of the committee. This would enable them to initiate campaigns via WCS to reach out to students.

UPDATES, PROGRESS REPORTS AND DISCUSSION ITEMS

5. American Council on Education Initiative on Learner Success | Kathy Cassity & Adry Clark

WOU has been selected by the American Council on Education (ACE) to be a participant of the initial Learner Success Lab cohort – a project to scale change among ACE member institutions.

The Learner Success Lab (LSL) is a learning community that integrates evidence-based practices to assist participating institutions in developing a comprehensive strategy for learner success.

Western is one of ten universities selected to participate. Each institution will develop a learner success steering committee to review existing activities and capacities related to learner

success, analyze findings of the review through the lens of the institutional mission, and draft a plan to integrate and focus activities and build capacity for learner success.

This is a three-year program and ACE will provide support by connecting through regular meetings and a peer review visit conducted toward the end of the process. This site visit will allow for reflection and dialogue with senior administrators and other campus leaders.

6. NWCCU Update | Sue Monahan

Sue provided an overview of our accreditation outlining the milestones that have been accomplished since our NWCCU Year-Seven review in 2016. Preparations are already underway for the 2022 Year-Six review and the Year-Seven cycle in 2023.

The Year-Six review will be a remote review and will cover policies, regulations, and include a financial review, which includes all elements in Standard 2 (governance, resources, and capacity). If issues are identified, follow-up will take place in the Year-Seven review.

The Year-Seven review will be an evaluation of institutional effectiveness focusing on student success, the institutional mission, and effectiveness.

7. Budget Changes | Rex Fuller & Ana Karaman

The university is in the process of finalizing FY20 financial statements as well as the FY21 budget in light of changes in funding from the state. PUSF funding for FY21 was held flat compared to the BOT APPROVED budget assumption of a decrease in state funding of 17%. This added about \$4.4M to the FY21 budget.

Additionally, changes in personnel expenses have been achieved since the FY21 budget was approved by the Board in June. These changes reduce labor expenses by about \$2.9M. Together these changes- increased state funding, reduced labor expenses, and increased revenues from online course fees -- have reduced our expected deficit from \$6.5M to \$1.2M for FY21.

Western Oregon University/ FY21 DRAFT Proposed Adjusted Budget/ Education & General Fund Detail					
			FY21 (Adopted June 10, 2020 BOT Meeting) Budget	DRAFT Proposed Adjusted Budget as of 10/7	Difference FY21 Adopted Budget to FY21 DRAFT Adjusted Budget
	DRAFT	FY20 Actuals			
Tuition & Fees					
	Undergraduate Tuition				
	Resident	17,751,958	22,237,000	21,650,000	(587,000)
	WUE	6,449,685	7,467,000	7,630,000	163,000
	Non-Resident	2,111,435	2,524,000	1,740,000	(784,000)
	Online	6,338,772	-	-	-
	Total Undergraduate Tuition	32,651,851	32,228,000	31,020,000	(1,208,000)

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Graduate Tuition					
	Resident	653,689	579,800	370,000	(209,800)
	Non-Resident	311,817	443,400	250,000	(193,400)
	Online	3,352,436	3,253,800	3,650,000	396,200
	Total Graduate Tuition	4,317,942	4,277,000	4,270,000	(7,000)
Summer					
	Undergraduate	1,750,564	1,870,000	1,870,000	-
	Graduate	1,021,925	680,000	680,000	-
	Total Summer	2,772,489	2,550,000	2,550,000	-
	Other Tuition	387,856	365,000	350,000	(15,000)
	Total Tuition	40,130,138	39,420,000	38,190,000	(1,230,000)
Fees					
	Matriculation	637,490	650,000	575,000	(75,000)
	Course	427,793	500,000	300,000	(200,000)
	Application	151,571	205,000	100,000	(105,000)
	Online	-	1,875,000	5,500,000	3,625,000
	Other	171,585	350,000	350,000	-
	Total Fees	1,388,439	3,580,000	6,825,000	3,245,000
	Fee Remissions	(6,583,183)	(7,050,000)	(7,050,000)	-
	Total Tuition & Fees (net of remissions)	34,935,394	35,950,000	37,965,000	2,015,000
Government Resources & Allocations					
	Student Success & Completion (SSCM)	26,846,062	23,890,379	28,293,405	4,403,026
	Engineering Technology (ETSF)	288,045	261,160	291,697	30,537
	Small-Energy Loan Program (SELP)	382,188	382,188	382,188	-
	Total Government Resources & Allocations	27,516,295	24,533,727	28,967,290	4,433,563
Other Revenues					
	Gift Grants and Contracts	745,051	750,000	500,000	(250,000)
	Investment	2,876,412	3,000,000	2,000,000	(1,000,000)
	Sales & Services	420,237	500,000	500,000	-
	Other Revenues	439,241	100,000	100,000	-
	Total Other Revenues	4,480,941	4,350,000	3,100,000	(1,250,000)
	Total Revenues	66,932,630	64,833,727	70,032,290	5,198,563

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Expenses					
Personnel					
	Faculty Salary & Wages	19,752,730	19,674,065	18,745,628	(928,437)
	Unclassified Salary & Wages	10,799,701	9,499,321	9,396,962	(102,359)
	Classified Salary & Wages	7,674,500	7,320,218	6,724,957	(595,262)
	Student Pay	1,537,295	1,694,177	1,720,177	26,000
	Unemployment Insurance	-	200,000	-	(200,000)
	Other Payroll Expenses (OPE)	22,648,736	21,798,275	20,689,757	(1,108,518)
	Total Personnel	62,412,962	60,186,055	57,277,480	(2,908,576)
Services & Supplies					
	Services & Supplies	12,063,572	11,661,106	11,934,196	273,090
	Internal Sales	(4,253,166)	(4,135,217)	(3,267,222)	867,995
	Total Services & Supplies	7,810,405	7,525,889	8,666,974	1,141,085
Capital Outlay					
		411,109	209,691	209,691	-
Total Expenses					
		70,634,477	67,921,635	66,154,144	(1,767,491)
Net Transfers					
	Foundation Endowment Earnings	-	(8,893)	(8,893)	-
	Athletics Subsidy	3,214,552	3,103,418	2,763,088	(340,330)
	Child Development Center Subsidy	150,000	150,000	150,000	-
	Jensen Endowment Fund Match	-	4,804	4,804	-
	SELP Funding	-	175,000	175,000	-
	Salem Vick Building Purchase	2,698,042	-	-	-
	Misc. Other Transfers	(177,008)	-	-	-
	Incidental Fee Subsidy	-	-	2,000,000	2,000,000
	Total Net Transfers	5,885,586	3,424,329	5,083,999	1,659,670
	Net Budget	(9,587,433)	(6,512,237)	(1,205,853)	5,306,384

Upcoming meetings

- Fall 2020: November 20
- Winter 2021: January 22, February 19
- Spring 2021: April 16, May 21

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