

**Minutes**  
Weber State University  
Board of Trustees  
Nov. 8, 2018 – 9:30 a.m.  
Betty Hess Lampros Boardroom (MA Room 319)  
3850 Dixon Parkway, Ogden, UT 84408

**Trustee Members:**

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

**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  
Dr. Bret Ellis, Vice President for Information Technology  
Mr. Richard G. Hill, General Counsel  
Ms. Stephanie Hollist, Deputy General Counsel  
Ms. Jackie Shafer, Chair, Staff Advisory Committee  
Dr. John Kowaleski, Executive Director, Marketing and Communications  
Dr. Yasmen Simonian, Dean, Dumke College of Health Professions  
Dr. Cass Morgan, Program Director and Assistant Professor of Outdoor & Community  
Recreation, Dept. of Health Promotion and Human Performance  
Ms. Becky Thompson, University Advancement Events Manager  
Ms. Sherri Cox, Administrative Associate

**Guests:**

Ms. Jesselie Anderson, Utah Board of Regents

**Press:**

No members of the press were present

Welcome	I. The meeting convened at 9:35 a.m.
	II. Vice Chair Ms. Kearston Cutruba welcomed those in attendance.
Approval, Ratification of Meeting Minutes (Oct. 11, 2018)	III. Upon a motion from Mr. Scott Parson, with a second by Ms. Danielle Croyle, the Board of Trustees unanimously approved the meeting minutes with corrections for Oct. 11, 2018.
Dean's Presentation (Dr. Yasmen Simonian)	IV. Dr. Yasmen Simonian, Dean, Dumke College of Health Professions, gave the attached overview of the college.
Faculty Report	<p>V. Dr. Cass Morgan, Program Director and Assistant Professor of Outdoor &amp; Community Recreation, Dept. of Health Promotion and Human Performance, gave a faculty report on The Outdoor &amp; Community Recreation Education program. Highlights included:</p> <ol style="list-style-type: none"> <li>1. Program growth resulting in: 56 declared majors, three faculty members and one staff member. The number of academic courses offered tripled and the number of activity-based courses offered, open to all students across campus, was doubled.</li> <li>2. Plans are in place to provide, in partnership with the Business School, an Outdoor Recreation Entrepreneurship Emphasis. WSU will be the only institution in the state that offers this.</li> <li>3. Program challenges, because this is a discovery major, include:               <ol style="list-style-type: none"> <li>a- Finding ways to educate advisors, students and the community about the program.</li> <li>b- Need for better marketing to support expanded growth.</li> </ol> </li> </ol>
Campus Safety	<p>VI. Interim President Norm Tarbox addressed Campus Safety in the attached handout. Safety on campus is the number one focus. His report included:</p> <ol style="list-style-type: none"> <li>1. A Strategic Threat and Assessment Response (STAR) Team is in place at WSU that meets weekly. They identify, discuss and manage possible risks.</li> <li>2. A Student Assistance Intervention Team (SAIT) is a subcommittee to the STAR Team that meets once a month. The committee is comprised of representatives from many departments on campus.</li> <li>3. An MOU is in place between the AA/EO office,</li> </ol>

	<p>Women's Center, and Police Department to provide necessary protection to both parties of interests that may be involved should a dispute arise.</p>
WSUSA President's Report	<p>VII. Student Body President Jordan Slater gave the attached report on WSUSA involvement and events:</p> <ol style="list-style-type: none"> <li>1. Campus Safety: O.U.R., sexual assault, and lighting on campus.</li> <li>2. Events: Good attendance and participation was reported at monthly WSU events. Homecoming was a success and the music at the dance was great.</li> <li>3. Student Complaints--WiFi</li> </ol> <p>Mr. Slater reported that the Activities Vice President of WSUSA resigned; an active search will be underway to fill this position.</p>
Written Reports	<p>VIII. Vice Chair Cutrube acknowledged the President's Report and the Alumni Report. The Staff Advisory Council did not submit a report.</p>
Business Committee Report	<p>IX. Scott Parson, chair of the Business Committee, gave the following two reports with a recommendation to approve both:</p>
Action Items	<ol style="list-style-type: none"> <li>1. Auxiliaries Enterprise Annual Report: Auxiliaries are the Bookstore, the Student Center, Food Services, Housing, and Student Health Services. A Bookstore review has shown improvements. The committee discussed Day One Access, a new program to give students online access to course materials and textbooks at a reduced rate, rather than hard copies. The program is favorable.</li> <li>2. Proposed Housing Service Rates: The recommendation is a 2% increase for less popular housing options and a 3% increase for more in demand options was proposed.</li> </ol>
<b>ACTION</b>	<p>On a motion to approve both reports made by Mr. Scott Parson, seconded by Mr. Nolan Karras, the Board of Trustees unanimously approved the motion, including the amended housing rates, attached.</p>
Personnel & Academic Policy Committee	<p>X. Ms. Karen Fairbanks, chair of the Personnel and Academic Committee gave the following report concerning three items needing the Board's approval, none of which are</p>

Information Items	<p>controversial:</p> <ol style="list-style-type: none"> <li>1. PPM 8-12 – Dated guidelines clarification</li> <li>2. General Education Certificate addition</li> <li>3. Name Change for Dept. of Geosciences to Dept. of Earth and Environmental Sciences</li> </ol>
<b>ACTION</b>	<p>On a motion to approve the reports by Ms. Karen Fairbanks, with a second by Jeff Stephens, the Board of Trustees unanimously approved the motion.</p>
Consent Calendar	<p>XI. Upon a motion by Mr. Nolan Karras to approve the Consent Calendar items, with a second by Mr. Marty Carpenter, the motion passed unanimously.</p>
Commencement Details	<p>XII. Ms. Becky Thompson, University Advancement Events Manager, dispersed college commencement schedules to the Trustees and answered questions.</p>
Board of Regents Member	<p>Ms. Jesselie Anderson, Utah Board of Regents, was given a few minutes to address the Board of Trustees. She was happy to be in attendance as a member of the R&amp;R team and a liaison between the Board of Regents and WSU. She commended WSU on how well we are doing with our programs</p>
Other	<p>XIII. Other items for discussion included:</p> <ol style="list-style-type: none"> <li>1. A reminder of the Community Education Center ribbon tying ceremony at 5:00 p.m. on Thursday, Nov. 15, 2018.</li> <li>2. Rich Hill, General Counsel, discussed criteria for holding closed meeting sessions. A handout was provided listing the guidelines.</li> <li>3. A recommendation was made by Scott Parson to include in future Board of Trustees agenda a reference sheet documenting closed meeting rules.</li> </ol>
Meeting Adjourned	<p>VI. With no further items, the meeting came to a close.</p>