

Minutes
Weber State University Board of Trustees
April 15, 2020 – 9:30 am
WSU Ogden Campus
Online Forum – Zoom Meeting

Trustee Members:

Mr. Nolan Karras (Chair)

Ms. Kearston Cutrubus (Vice Chair)

Mr. Bret Alexander

Ms. Karla Bergeson

Mr. Marty Carpenter

Mr. Clint Costley

Ms. Amanda Covington

Mr. Don Salazar

Ms. Louenda Downs

Ms. Karen Fairbanks

Excused:

Weber State University Representatives:

Dr. Brad Mortensen, President

Dr. Norm Tarbox, Vice President for Administrative Affairs

Dr. Ravi Krovi, Provost

Dr. Brett Perozzi, Vice President for Student Affairs

Dr. Bret Ellis, Vice President for Information Technology

Dr. Betsy Mennell, Vice President for University Advancement

Ms. Adrienne Andrews, Assistant Vice President of Diversity & Chief Diversity Officer

Mr. Rich Hill, General Counsel

Ms. Stephanie Hollist, Deputy General Counsel

Ms. Amy Huntington, Chair, SAC / College Access & First Year Transition Coordinator

Mr. John Kowalewski, Executive Director, Marketing and Communications

Dr. Timothy Herzog, Chair, Faculty Senate / Professor of Chemistry

Mr. Steven Richardson, Director of Strategic Initiatives

Dr. Kristin Hadley, Dean, College of Education

Dr. Yimin Wang, Senior International Officer

Dr. Louise Moulding, Professor/Teacher Ed/Director of Master of Education Program

Mr. Mark Ashby, IT Support Professional II

Ms. Sherri Cox, Secretary to the Board

Ms. Jesselie Anderson, Regent, Utah State Board of Education

Mr. Luke Jenkins, Senior Network Engineer

Mr. Jonathan Karras

Press:

No members of the press were present

Draft

Welcome	<p>I. The meeting of the Board of Trustees convened at 9:30 a.m. via Zoom digital platform.</p> <p>II. Vice Chair, Ms. Kearston Cutrubus welcomed those in attendance.</p>
Approval of Meeting Minutes (March 18, 2020)	<p>III. Upon a motion from Ms. Louenda Downs, with a second by Ms. Amanda Covington, the Board of Trustees unanimously approved the meeting minutes from March 18, 2020.</p>
Presentation: (Dr. Yimin Wang)	<p>IV. Dr. Yimin Wang, Senior International Officer in the College of Education, gave a presentation on “Internationalization at WSU”. She gave a brief overview of her background and how she assists international students at the university, including study abroad programs.</p>
Faculty Presentation: (Dr. Louise Moulding)	<p>V. Dr. Louise Moulding, Professor/Teacher Ed/Director of Master of Education Program, gave a faculty presentation on “Internationalization Efforts in the Master of Education Program”. Has four areas of emphasis in the program. In July, Zoom instruction will take place from Shanghai. The plan is to have Chinese students attend school at WSU in August, 2020.</p>
COVID-19 Update (President Brad Mortensen)	<p>VI. President Brad Mortensen gave an update to the Board of Trustees on COVID-19 at the university. Highlights included:</p> <ol style="list-style-type: none"> 1. A shout-out to faculty and staff who have made adjustments to meet the needs of campus and students. 2. A pandemic plan has been in place for about 13 years with revisions made in 2013. 3. A Continuity of Operations Plan started in March, 2020. 4. Everything on campus is being held virtually now, including classes, meetings and some events. 5. Graduation questions are being worked on. The Wildcat Store is sending out packets containing caps, gowns, tassels, and diploma covers. <ol style="list-style-type: none"> a. WSU is planning an in-person Commencement in the fall, if possible. b. Some colleges may be doing their own virtual recognition of graduates on April 24, 2020. c. Institutions – UVU and SUU, are holding Commencement in August.
WSUSA Report (Mr. Bret Alexander)	<p>VII. Mr. Bret Alexander, WSUSA President, gave a report on the following: 1- Introduction of new student body officers for 2020-21 2- Impact of COVID-19 on students including meals</p>

and physical supplies. 3- The upcoming talent show will be on Facebook and Twitter sites. Gift cards will be awarded to winners. 4- Mr. Alexander announced he has a new job at WSU as the New Student Orientation Program Advisor.

Written Reports
(President,
Alumni Assoc.,
SAC)
Events Calendar
for April

VIII. Written reports were acknowledged and included in the packet for reference. Reports came from the President, Alumni Association and Staff Advisory Council.

IX. An events calendar and links to Student Affairs and Student Involvement virtual events for the month of April was included on the agenda for reference.

Personnel &
Academic Policy
Committee

X. Ms. Karla Bergeson, chair of the Personnel and Academic Policy Committee, reported on the following action items for business:

PPM Changes
(1-13, 8-11, 8-12,
8-13)

1. PPM 1-13, 8-11, 8-12, 8-13 Changes:
 - a. PPM 1-13, Faculty Senate constitution and Bylaws
 - b. PPM 8-11, Evaluation of Faculty Members
 - c. PPM 8-12, Dated Guidelines for the Tenure Ranking Review Process
 - d. PPM 8-13, Maintenance of Professional File

ACTION

On a motion to approve PPM 1-13, 8-11, 8-12, and 8-13 changes by Ms. Louenda Downs, with a second by Mr. Don Salazar, the motion was approved unanimously by the Board of Trustees.

PPM Changes
(3-48)

2. PPM 3-48 Changes
 - a. PPM 3-48, Extra Compensation (Salaried Non-faculty). Policy changes describes approval and job monitoring by immediate supervisors concerning extra hours worked.

ACTION

On a motion to approve the PPM revisions to 3-48, with the inclusion of deleting the first sentence of section 4.2.2 as approved by President Mortensen on behalf of the President's Council, by Ms. Louenda Downs, with a second by Ms. Kearston Cutrubus, the motion was approved unanimously by the Board of Trustees.

PPM Changes
(10-2)

3. PPM 10-2 Changes
 - a. PPM 10-2, Acceptable Use Policy of University Information Security Resources. Vice President Bret Ellis presented this policy as it relates to the use of university IT services.

ACTION

On a motion to approve PPM changes to 10-2 by Ms. Amanda Covington, with a second by Ms. Louenda Downs, the motion was approved unanimously by the Board of Trustees.

PPM Changes
(4-19)

4. PPM 4-19 Changes
 - a. PPM 4-19, Grading Policies. Provost Ravi Krovi and President Brad Mortensen explained credit/no credit grading situations during this time of crisis from COVID-19. The addition of the last sentence of this policy gives clarification on dates and expectations with sunset language included. The changes offer fairness and opportunity to all students. Communication will be sent following this meeting to all students, including a chart of explanations, and how it affects them.

ACTION

On a motion to approve PPM changes to 4-19 by Mr. Nolan Karras, with a second by Mr. Marty Carpenter, the motion was approved unanimously by the Board of Trustees.

New Programs

5. New Programs
 - a. Certificate of Proficiency in Victim Advocacy
 - b. AAS in Building Design & Construction pre-Architecture
 - c. BS Teaching in Computer Science

ACTION

On a motion to approve the three New Programs by Mr. Don Salazar, with a second by Ms. Karen Fairbanks, the motion was approved unanimously by the Board of Trustees.

Eight Program
Reviews

6. Program Reviews
 - a. Construction
 - b. Dental Hygiene
 - c. Developmental Math
 - d. Early Childhood Education
 - e. Economics
 - f. Math
 - g. Radiologic Sciences
 - h. Zoology

ACTION

On a motion to approve the eight Program Reviews by Ms. Karen Fairbanks, with a second by Ms. Louenda Downs, the motion was approved unanimously by the Board of Trustees.

Tenure &
Promotion

7. Tenure & Promotion Reviews
 - a. Tenure Reviews

Reviews	<p style="text-align: center;">b. Promotion Reviews</p>
Consent Calendar	<p>X. The Board of Trustees had the opportunity to review Consent Calendar items, including the following, which were brought before the Board of Trustees for approval:</p> <ol style="list-style-type: none"> 1. Personnel Report – March, 2020 2. Department Chair Appointments 3. Early Retirement Request 4. Emeritus Faculty Recommendations
ACTION	<p>On a motion to approve the Tenure & Promotion Reviews, as well as the Consent Calendar, by Ms. Louenda Downs, with a second by Mr. Clint Costley, the motion was approved unanimously by the Board of Trustees.</p>
Business Committee Report Action Items	<p>XI. Ms. Karen Fairbanks brought the following report before the Board of Trustees concerning the Business Committee:</p> <ol style="list-style-type: none"> 1. There were no action items brought to the meeting by the Business Committee, however, a financial and future planning update was requested by Board members. Vice President Norm Tarbox shared the following information: <ol style="list-style-type: none"> a. Revenue being lost at this time due to COVID-19. b. Rainy day savings funds. We have low debt and adequate reserves. c. CARES Act funding. WSU should receive \$11.5 million with half going to assist students.
Consent Calendar	<p>XII. The Board of Trustees had the opportunity to review Consent Calendar items, including the following, which were brought before the Board of Trustees for approval:</p> <ol style="list-style-type: none"> 1. Financial Report February 2020 2. Monthly Investment Report February 2020
ACTION	<p>On a motion to approve the Consent Calendar, by Mr. Nolan Karras, with a second by Mr. Bret Alexander, the Board of Trustees unanimously approved the motion.</p>
Meeting Adjourned	<p>XI. With no further items, a motion to adjourn the meeting was made by Ms. Louenda Downs, with a second by Mr. Clint Costley. The Board of Trustees unanimously approved the motion.</p>