



## BOARD OF TRUSTEES MEETING MINUTES

May 19, 2022 – 9:30 a.m. Lindquist Hall, Haven J. Barlow Lecture Hall - Room 101  
3850 Dixon Parkway, Ogden, UT 84408 | Hybrid Meeting

### Trustee Members:

Ms. Kearston Cutrubus (Chair)  
Ms. Karla Bergeson (Vice Chair)  
Mr. Brent Bishop  
Ms. Amanda Covington  
Ms. Louenda Downs  
Ms. Karen Fairbanks (via Zoom)  
Mr. Ben Ferney  
Ms. Ashley Potokar  
Mr. Don Salazar  
Mr. Keith Titus (via Zoom)

### Excused:

Mr. Curtis Funk

### Weber State University Representatives:

Dr. Brad Mortensen, President  
Ms. Adrienne Andrews, Vice President for Equity, Diversity and Inclusion  
Dr. Bret Ellis, Vice President for Information Technology (via Zoom)  
Dr. Ravi Krovi, Provost  
Dr. Betsy Mennell, Vice President for University Advancement  
Dr. Brett Perozzi, Vice President for Student Affairs  
Dr. Norm Tarbox, Vice President for Administrative Affairs  
Ms. Sherri Cox, Secretary to the Board  
Mr. Steven Richardson, Director of Strategic Initiatives  
Dr. Gail Niklason – Staff Association Council Chair/Executive Director, Office of Institutional Effectiveness  
Mr. Rich Hill, General Counsel

Ms. Stephanie Hollist, Deputy General Counsel

Mr. John Kowalewski, Executive Director, Marketing & Communications

Mr. Jason Francis, Associate Professor/Health Sciences Librarian (via Zoom)

Dr. Julie Rich, Dean, College of Social & Behavioral Sciences

Dr. Brenda Kowalewski, Associate Provost, and Professor of Sociology

Dr. Stephanie Speicher, Assistant Professor, Teacher Education

Dr. Francois Giraud-Carrier, Assistant Professor of SCM/SCMIS/Interim Director/MBA – Goddard

School of Business

Ms. Nancy Tomon, Interim Director of the Moyes Center for Supply Chain Excellence

**Guests:**

Ms. Jesselie Anderson, Board Member, Utah State Board of Higher Education (via Zoom)

Mr. Isaac Eck, Presidential Leadership Fellow

**Public Attendees:**

Mr. Jeremy Shinoda (via Zoom)

**Press:**

No press were present

**Call to Order:**

The meeting was called to order at 9:41 a.m. by Vice Chair Karla Bergeson. She welcomed all in attendance and asked for identification of any potential or perceived conflicts of interest after viewing the agenda. Hearing none, Vice Chair Bergeson then continued through the agenda.

**Full Board Agenda Items****Recognition of Outgoing Trustees and Induction of Incoming Trustee and WSUSA President**

Chair Kearston Cutrubus gave recognition to and thanked outgoing Trustees Mr. Curtis Funk and Mr. Ben Ferney, as their terms of service come to an end. Due to his travel schedule, Trustee Funk was not able to attend the meeting. Mr. Rob Higginson will replace him as the new Alumni Association President. Mr. Ferney was in attendance and Chair Cutrubus and President Mortensen presented him with a citation plaque and thanked him for his service for the past two years as WSUSA president.

Ms. Ashley Potokar, the new WSUSA President, was installed as a Trustee by taking the oath of office led by Ms. Sherri Cox.

**Meeting Minutes Approval:****a. April 20, 2022, Board Meeting:**

Meeting minutes from the Board of Trustees meeting on April 20, 2022, were reviewed by the Board of Trustees.

**b. April 21, 2022, Executive Committee:**

Meeting minutes from the Executive Committee meeting held on April 21, 2022, were reviewed by the Board of Trustees.

**c. April 28, 2022, Executive Committee:**

Meeting minutes from the Executive Committee meeting held on April 28, 2022, were reviewed by the Board of Trustees.

**ACTION:** Upon a motion by Ms. Louenda Downs to approve the minutes from the April 20, 2022, meeting, April 21, 2022, Executive Committee meeting, and April 28, 2022, Executive Committee meeting, with a second by Mr. Don Salazar, the motion passed unanimously.

**Approval of 2022-23 Trustees Meetings Schedule and Committee Assignments**

Vice Chair Bergeson brought forward the proposed Board of Trustees meetings schedule and the committee and college liaison assignments for FY2022-23 for approval.

**ACTION:** Upon a motion by Mr. Brent Bishop to approve the proposed 2022-23 Board of Trustees Meeting Schedule and Committee and

College Liaison Assignments, with a second by Ms. Louenda Downs, the motion passed unanimously.

## Information

### **College Liaison Report:**

Chair Kearston Cutrubus, serving as a liaison to the College of Social & Behavioral Sciences, introduced Dr. Julie Rich, dean. Dean Rich gave a review of the college along with a presentation that included (a) CSBS's mission statement, (b) nine disciplines offered in which each has a minor included, (c) two master's programs; Criminal Justice and Social Work, (d) CSBS houses eight minor programs including Asian studies, Ethnic and International Studies, Women and Gender Studies, along with Army ROTC, and is the satellite college for the Air Force and Navy/Marine ROTC programs at the U of U, (e) CSBS has given close to 4100 degrees over the course of 10 years, (f) advancements for strategic goals include equity, diversity and inclusion, new faculty hires, and peer mentoring, (g) retention and completion goals are successful as retention numbers are at 62%, (h) personal connection with students is improving through programs being offered such as field trips (i) Model UN has earned two awards which will allow them to travel to Washington, D.C. (j) college houses the study abroad project that took place in Ghana, Africa to create a safe place for children being rescued. 55 students from EAST were able to participate and improve building structures, and map their village and water initiatives, (k) the college is trying to build on programs with certificates going to associate's degrees, bachelor's degrees, and master's degrees. These certificates have stackable credentials. Social work is the newest with an associate's degree coming on board next year and two new certificates in Telehealth and Crisis Work, and (l) a new marketing specialist has been hired for the college, a new position which everyone is very happy about.

The challenges discussed included the need for students to make it to campus after completing high school. We may be missing some of these students that could thrive at WSU. The need to use concurrent enrollment was also discussed.

### **Special Topic – Digital Fluency:**

Dr. Brenda Kowalewski and Dr. Stephanie Speicher gave a presentation on Digital Fluency at Weber State University, including what digital fluency is, and why it is important. Dr. Speicher stated that "we are a community engaging in and with these technologies." Dr. Kowalewski talked about trying to help us understand what the vision is and how to accomplish it. Goals include: (1) Every WSU graduate, starting in 2025, will leave the university being digitally fluent. (2) We need to transform our digital spaces, classrooms, and tools, and (3) we need to transform our faculty competencies and curriculum. Every student needs digital assignments. We need to be intentional in our instruction and transform the way learning is assessed. The Office of Institutional Effectiveness works on portfolios to share with employers. Programs are transforming including possibilities for digital competencies, credentials, curriculum, and

infrastructure. Dr. Speicher's role is to inspire and support faculty utilizing technology in their teaching. WSU created the "Digital Fluency Faculty in Residence" position which Dr. Speicher now holds. Digital natives (children born with iphone access) are coming to college with experience and we need to be equipped to teach and facilitate courses to stretch their knowledge. Dr. Kowalewski and Dr. Speicher will be traveling to London next week to present with Adobe at a conference on digital fluency.

#### **Faculty Presentation –Red Barn Academy SCM Returnship Program:**

Dr. Francois Giraud-Carrier and Ms. Nancy Tomon gave a presentation on the Red Barn Academy Supply Chain Management (SCM) Returnship Program. The Goddard School of Business & Economics has the opportunity to conduct a supply chain management program for men at the Red Barn Academy in Farmington, who are recovering from drug addiction, jail, and hard times in their life. Red Barn is a licensed two-year program that teaches accountability, responsibility, and honesty in a farm setting. It is not a drug rehabilitation center, but a vocational training school. The men can graduate from the supply chain management program offered by WSU. A USHE Learn and Work grant was received for this program which is designed as a 40-week vocational training school. All supply chain instructors are involved with the training held on Friday evenings. There are between 12-16 students in the cohort ages 25-50. University credit is earned with the opportunity for matriculation and job placement. This is a two-year program, but some of the students are going on into their 3<sup>rd</sup> year.

Job placement is important and the Red Barn Academy is working to engage with the community. Significant support has been received from major companies. Public transport is important as many students do not have vehicles. The faculty are willing to volunteer their time as needed and are loving the experience. The Goddard School of Business & Economics will be applying for Learning and Work funding again to support this program.

#### **Weber State University Reports**

##### **President's Report:**

President Mortensen welcomed Jason Francis in his new role as Faculty Senate Chair. He also acknowledged Gail Niklason, serving in her last meeting as Staff Advisory Council (SAC) Chair. He thanked her for her service. The president also introduced visiting Presidential Leadership Fellow, Mr. Isaac Eck, who took a few moments to introduce himself. President Mortensen also acknowledged Mr. Rich Hill, who will be retiring from the university in June. He has been at WSU for 32 years. A retirement reception will be held for him on June 16 in the Lindquist Alumni Center.

##### **Alumni Association Report:**

The Alumni Association report was reviewed in the packet without discussion.

##### **Staff Advisory Council Report:**

The SAC report was reviewed by Gail Niklason. She shared that Aubrey Jenkins Lord will replace her as the SAC chair for the next fiscal year. Vice Chair Bergeson acknowledged her for a job well done and thanked her for her service.

#### **WSUSA Report:**

Outgoing WSUSA President Ben Ferney talked about the new officers that have been elected for the 2022-23 school year, three of which are international students. He thanked everyone for the past two years and he has loved serving with the Trustees. He gave full confidence in Ashley Potokar's abilities as his replacement. He will be working at Tukios with Curtis Funk.

Incoming WSUSA President Ashley Potokar also talked about newly elected officers and the reorganization of her cabinet which will have a marketing and communication focus. She talked about their attendance at a recent Utah Leadership Academy held at Utah Tech University with student governments across the state of Utah where they received training, and opportunities to unite as a cabinet.

#### **Upcoming Events:**

Upcoming Events were reviewed in the packet without discussion.

### **Business Committee**

#### **ACTION Items: Trustees Don Salazar**

Trustee Don Salazar, Business Committee Chair, shared that guests Chief Seth Cawley and Captain Michael Davies, from the university police department, reported to the Business Committee at their meeting this morning. He would like them to present the information they shared to the Board at a future date. He then turned time to Vice President Norm Tarbox to present the following action items for approval:

##### **a. Action Items:**

###### **1. Financial Report (March 2022)**

Vice President Tarbox discussed the financial report and reported that it is in good shape thanks to federal support. FY22 deficits will be covered by COVID funding.

###### **2. Base Budget FY2022-23**

Vice President Tarbox reported the following: (a) there is a 7.1% overall operating budget increase for WSU, (b) a \$1 million tuition cut due to a slight decrease in enrollment, (c) a tuition increase of 2.66%, and fees increase of 2.32%. This is the lowest we were able to make these increases, and (d) a historical infusion of additional tax funds from the state legislature enabled the university to make significant strides in funding to support the five pillars of the strategic plan.

### **3. PPM 3-39, University Holidays**

Vice President Tarbox discussed changes to PPM 3-39, University Holidays, to include the new state holiday Juneteenth, which is on June 19 but will be celebrated by the state on Monday, June 20 this year.

**ACTION:** On a motion to approve all three action items as one by Mr. Don Salazar, with a second by Mr. Brent Bishop, the motion was approved.

Trustee Don Salazar asked President Mortensen during the Business Committee meeting that it be noted in the minutes how much we appreciate the service of Norm Tarbox, Steve Nabor, and Clayton Anderson and all their efforts in pulling our university budget together, calculating tuition increases down to the one-hundredth of a percent for the lowest tuition and fees possible for our students, monitoring tuition collections accounts for **Zions Bank's Black/African American Forum**, tracking purposes, target budgeting for the strategic plan, compensation packages to address as many needs as possible for employees, and facilitating the university functioning during COVID. Thank you to them for all their work.

#### **b. Consent Calendar:**

The consent calendar items were reviewed by the Board of Trustees. Vice President Tarbox noted there are a few early retirement reports, one of which is Coach Randy Rahe, who we are very sorry to lose. However, this will be an exciting opportunity for Assistant Coach Eric Duft, who will be taking his place as the men's basketball head coach.

**ACTION:** On a motion to approve the Consent Calendar by Ms. Louenda Downs, with a second by Chair Kearston Cutrubus, the motion was approved.

## **Academic Policy Committee**

### **ACTION Items: Trustee Louenda Downs**

Trustee Louenda Downs, chair of the Academic Policy Committee, commented about healthy discussions on promotion and tenure and our curriculum for Medical Engineering and Master of Science during their committee meeting that took place. She then turned the time to Provost Ravi Krovi, who proposed the following action items:

#### **a. Action Items:**

##### **1. Promotion and Tenure Memos**

Provost Krovi proposed the promotion and tenure of faculty members as brought forward in the memo. Discussion was had about faculty meeting responsibilities and conduct of faculty once tenure is received. There is a commitment for Faculty Senate to review and update policies regarding

faculty responsibilities and codes of conduct. Discussion was had regarding student evaluations not always being indicative of either a good or poor teacher and cannot be the only means of evaluation.

**ACTION:** On a motion to approve the promotion and tenure memos by Ms. Louenda Downs, with a second by Ms. Ashley Potokar, the motion was approved.

**2. Bachelor of Science in Biomedical Engineering**

Provost Krovi discussed the Bachelor of Science in Biomedical Engineering where students have the opportunity to learn how to manufacture biomedical devices. USHE felt we were in compliance with accreditation requirements for this program in a much-needed environment.

**3. Master of Science in Data Science**

Provost Krovi discussed the Master of Science which is a 33-credit-hour two-year degree program.

**ACTION:** On a motion to approve the Bachelor of Science in Biomedical Engineering and Master of Science in Data Science programs, made by Mr. Brent Bishop, with a second by Ms. Amanda Covington, the motion was approved.

**4. PPM 6-22, Student Code**

Provost Krovi discussed the changes to policy item PPM 6-22, Student Code, which includes adding language on academic disruption and harassment in university activities, both in-person and virtually. Note was made that this policy will not go into effect until the Dean of Student's office has had opportunity to determine how best to implement it.

**ACTION:** On a motion to approve PPM 6-22, Student Code, made by Ms. Louenda Downs, with a second by Mr. Don Salazar, the motion was approved.

**5. Consent Calendar**

- i. **Emeritus Faculty**
- ii. **Department Chair Recommendation**

**ACTION:** Upon a motion to approve the Consent Calendar by Ms. Amanda Covington, with a second by Chair Kearston Cutrubus, the motion was approved.

### **Other**

- a.** Trustees engaged in discussion on the following other topics:
  - 1.** Trustee Louenda Downs talked about Tim Renick's recommendations concerning having a chief data officer at the university and feels it would be a benefit. Discussion included the rationale for the recommendation and why it is important to provide student success data. Structurally, what would that involve and how can we incorporate different data analytic aspects across the university?

President Mortensen was asked to have a presentation given on where we are with the recommendations we have received from NISS.

- 2.** A question came from Trustee Brent Bishop concerning the Closed Meeting Session listed on the agenda. It was decided that if there is not a time listed next to the agenda item, there is not a closed session planned for the meeting.

### **Adjourn**

With no other business or items to discuss, the meeting was adjourned at 11:24 a.m.

DRAFT