

**Minutes**  
Weber State University Board of Trustees  
May 20, 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

Mr. Ben Ferney

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 / Program Director, Wildcat Scholars

Dr. Ed Hahn, Proxy for Chair, Faculty Senate / Associate Professor and Head of Collections,  
Stewart Library

Mr. John Kowalewski, Executive Director, Marketing and Communications

Ms. Sherri Cox, Secretary to the Board

Mr. Steven Richardson, Director of Strategic Initiatives

Mr. Luke Jenkins, Vice-chair, SAC / Senior Network Engineer

Dr. Wendy Holliday, Dean of the Library

Dr. Carl Porter, Executive Director, Academic Support Centers and Programs

Dr. Prasanna Reddy, Director, Learning Support and Supplemental Instruction

Dr. Stephanie Wolfe, Associate Professor/Political Science

Mr. Bryce Barker, Director of Internal Audit

Mr. Mark Ashby, IT Support Professional II

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

**Public Attendees:**

Ms. Betty Sawyer

Mr. Jeremy Shinoda

**Press:**

No members of the press were present

Welcome	I. The meeting of the Board of Trustees convened at 9:30 a.m. via Zoom digital platform.
	II. Chair, Mr. Nolan Karras welcomed those in attendance.
Recognition of Outgoing & Installation of Incoming Trustee/ WSUSA President	III. Mr. Bret Alexander, outgoing Trustee and WSUSA President, was awarded (virtually) a presidential citation plaque for service as a Board of Trustee, and given a few moments to speak. Mr. Ben Ferney, incoming Trustee and WSUSA President, was then sworn in and installed as a new Trustee by Board of Trustees secretary, Ms. Sherri Cox.
Approval of Meeting Minutes (April 15, 2020)	IV. Upon a motion from Ms. Amanda Covington, with a second by Ms. Louenda Downs, the Board of Trustees unanimously approved the meeting minutes from April 15, 2020.
2020-21 Proposed Meeting Schedule	V. A proposed 2020-21 meeting schedule for the Board of Trustees was presented and discussed.
<b>ACTION</b>	Upon a motion to approve the 2020-21 Board of Trustees meeting schedule by Ms. Louenda Downs, with a second by Mr. Marty Carpenter, the motion passed unanimously.
Presentation: (Dr. Carl Porter and Dr. Prasanna Reddy)	VI. Dr. Carl Porter, Executive Director, Academic Support Centers and Programs, and Dr. Prasanna Reddy, Director, Learning Support and Supplemental Instruction, gave a Learning Support presentation on “Academic Support – Focus: Tutoring and Supplemental Instruction.” Their report included the number of students using tutoring sessions and the benefits they experience. The Tutoring Center’s rapid response to COVID-19 went into full swing on Monday, March 16, 2020, before courses started. Tutors took training courses to learn how to coach students dealing with stress during this trying time. Over 2000 student contacts occurred in five weeks. Faculty and student responses in the end of semester surveys were positive with 96% checked as excellent by faculty and 91% marked excellent by students.
Faculty Presentation: (Dr. Stephanie Wolfe)	VII. A faculty presentation from SBS on “International Studies at Weber State” was given by Dr. Stephanie Wolfe, Associate Professor/Political Science. Dr. Wolfe’s report included an International Studies minor, which was transformed from an older program, a report on the Rwanda program, including study abroad and internships since 2014. Future plans are in place to increase student engagement with the International Studies minor and programs.

Faculty Presentation: Dr. Wendy Holliday)	VIII. A faculty presentation from the Stewart Library on “Stewart Library and Equitable Access” was given by Dr. Wendy Holliday, Dean of the Library. Dr. Holliday’s report included lessons learned from COVID-19 and the barriers that were created by closure of the library. Technology and internet access are of paramount importance to students as well as affordable course materials. A checkout program was implemented for laptops and Chromebooks. 114 were checked out to students. 20 Wi-Fi hotspots were developed. Course materials were made available via scanned copies or course reserves.
COVID-19 Update (President Brad Mortensen)	IX. President Brad Mortensen gave an update to the Board of Trustees on COVID-19 at the university. Highlights included: <ol style="list-style-type: none"> <li>1. The future of how colleges will function is uncertain at this time.</li> <li>2. The plan for the university is to move to yellow level June 1, 2020.</li> <li>3. USHE guidelines are being developed this week. We have been asked to form a template plan for our university.</li> <li>4. An announcement to campus has not gone out yet for how we will handle fall semester. It should go out mid-June.</li> <li>5. The faculty and staff surveys show that not everyone is on the same page with how they feel about things with COVID-19.</li> <li>6. President Mortensen issued a reminder that it is important to remember our mission to students.</li> </ol> <p>President Mortensen also discussed upcoming items and indicated that by-laws should be reviewed during the summer months. Suggestions should be sent to him or Stephanie Hollist for review at the August 10, 2020 meeting.</p>
By-law Review Timeframe	
WSUSA Report (Mr. Ben Ferney)	X. Mr. Ben Ferney, WSUSA President, gave a report on the following: 1- WSUSA is virtually engaging students through the summer months. 2- “Ask a Wildcat” will be held each Monday. 3- Wildcat Wednesday will take place to promote WSU pride. 4- WSUSA is trying to provide relief to students in need and is also working with student mental health resources.
Written Reports (President, Alumni Assoc., SAC)	XI. Written reports were acknowledged and included in the packet for reference. Reports came from the President, Alumni Association and Staff Advisory Council.

Events Calendar for FY21	XII. An events calendar with important dates for FY21 was included in the agenda packet for reference.
Personnel & Academic Policy Committee	XIII. Ms. Karla Bergeson, chair of the Personnel and Academic Policy Committee, reported on the following action items for business:
Interim Dean – Lindquist College of Arts & Humanities	<ol style="list-style-type: none"> <li>1. The Telitha E. Lindquist College of Arts &amp; Humanities dean search is currently taking place. Dr. Amanda Sowerby has been proposed as interim dean.</li> </ol>
<b>ACTION</b>	Upon a motion to appoint Dr. Amanda Sowerby as interim dean for the Telitha E. Lindquist College of Arts & Humanities, made by Ms. Karla Bergeson, with a second by Ms. Kearston Cutrbus, the motion passed unanimously.
PPM Changes (8-11, 11-1, 3-26)	<ol style="list-style-type: none"> <li>2. Dr. Ravi Krovi proposed PPM 8-11, 11-1, and 3-26 Changes: <ol style="list-style-type: none"> <li>a. PPM 8-11, Evaluation of Faculty Members, gives clarification for faculty evaluations.</li> <li>b. PPM 11-1, Graduate Programs, provides more flexibility to academic programs.</li> <li>c. PPM 3-26, Leave Related to Birth, Adoption, and Foster Care Placement, modifies staff benefits to allow up to four weeks of leave. The changes provide more equity with the faculty policy that is in place.</li> </ol> </li> </ol>
<b>ACTION</b>	On a motion to approve PPM 8-11, 11-1, and 3-26 Changes by Ms. Karla Bergeson, with a second by Ms. Louenda Downs, the motion was approved unanimously by the Board of Trustees.
New Programs	<ol style="list-style-type: none"> <li>3. Provost Ravi Krovi proposed four new programs to the Board of Trustees: <ol style="list-style-type: none"> <li>a. AA in English</li> <li>b. AAS, AS, and AA in Digital Media</li> <li>c. BS in Environmental Science</li> <li>d. Masters of Social Work</li> </ol> </li> </ol>
<b>ACTION</b>	On a motion to approve the four new programs by Ms. Kearston Cutrbus, with a second by Mr. Clint Costley, the motion was approved unanimously by the Board of Trustees.
Emphasis Name Change	<ol style="list-style-type: none"> <li>4. Provost Krovi discussed an Emphasis Name Change: Radiologic Sciences Advanced (BS) Cardiovascular-Interventional Technology Emphasis</li> </ol>

	(CIT).
Program Discontinuance	5. Provost Krovi discussed the following Program Discontinuance: Health Administrative Services (BS): Health Services Administration Emphasis, Long-Term Care Administration Emphasis, and Health Information Management Family Emphasis.
<b>ACTION</b>	On a motion to approve the Emphasis Name Change, as well as the Program Discontinuance, by Ms. Louenda Downs, with a second by Ms. Kearston Cutrubeus, the motion was approved unanimously by the Board of Trustees
Program Review	6. Provost Krovi proposed approval of a Program Review: <ol style="list-style-type: none"> <li>a. Electrical And Computer Engineering</li> </ol>
<b>ACTION</b>	On a motion to approve the Program Review by Ms. Louenda Downs, with a second by Ms. Kearston Cutrubeus, the motion was approved unanimously by the Board of Trustees.
Consent Calendar	XIV. The Board of Trustees had the opportunity to review the following Consent Calendar item which was brought before the Board of Trustees for approval: <ol style="list-style-type: none"> <li>1. Personnel Report – April, 2020</li> </ol>
<b>ACTION</b>	On a motion to approve the Consent Calendar by Ms. Karla Bergeson, with a second by Mr. Don Salazar, the motion was approved unanimously by the Board of Trustees.
Business Committee Report Financial Updates	XV. Ms. Karen Fairbanks brought the following report before the Board of Trustees concerning the Business Committee: <ol style="list-style-type: none"> <li>1. Vice President Norm Tarbox was asked to give a financial update and shared the following information: <ol style="list-style-type: none"> <li>a. Progress on the construction of the Noorda building may be delayed as the legislature considers withholding previously approved funding due to the economic impact of the pandemic.</li> <li>b. The intersection at Davis Campus may be on hold from legislature funding delays, also due to the pandemic.</li> </ol> </li> </ol>
Action Items	2. Vice President Tarbox reported on the following action items:

- a. Base Budget FY21
- b. Lindquist Property Sale

**ACTION**

On a motion to approve the FY21 Base Budget, and the Lindquist Property Sale by Ms. Karen Fairbanks, with a second by Mr. Marty Carpenter, the motion was approved unanimously by the Board of Trustees.

Consent Calendar

XVI. 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:

- 1. Financial Report March, 2020
- 2. Monthly Investment Report March, 2020
- 3. Retirement Committee Updated

**ACTION**

On a motion to approve the Consent Calendar, by Ms. Karen Fairbanks, with a second by Mr. Clint Costley, the Board of Trustees unanimously approved the motion.

Adjourn to  
Closed Meeting

XVII. Upon a motion to move to a closed meeting by Mr. Don Salazar, and in accordance with Utah Code Section § 52-4-205 (1) (a), to discuss strategy regarding pending or reasonably imminent litigation, and since the Board would not be taking official action during or after the closed meeting, Mr. Salazar also made the motion to adjourn the Board at the end of the closed meeting. With a second by Mr. Clint Costley, the Board of Trustees unanimously approved the motion.

Mr. Nolan Karras, Mr. Clint Costley, Mr. Marty Carpenter, Mr. Ben Ferney, Ms. Karen Fairbanks, Ms. Kearston Cutrubus, Ms. Karla Bergeson, Mr. Don Salazar, and Ms. Louenda Downs were in attendance. The open meeting ended and the Board of Trustees moved to an electronic closed meeting.

Meeting  
Adjourned

XVIII. With no further items, the Full Board meeting ended upon completion of the closed meeting.