



PRESIDENT'S COUNCIL MEETING MINUTES

October 6, 2021 - 9:00 a.m.

Miller Administration Boardroom and Zoom

PRESENT:

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 for Diversity & Chief Diversity Officer

Ms. Sherri Cox, Secretary to the Board

Mr. Steven Richardson, Director of Strategic Initiatives

Dr. Laine Berghout, Faculty Senate Chair/Professor/Chemistry (Zoom)

Dr. Gail Niklason, Staff Advisory Council Chair

Mr. Rich Hill, General Counsel (via Zoom)

Ms. Stephanie Hollist, Deputy General Counsel

Ms. Catherine Sanchez – Presidential Leadership Fellow

Call to Order:

The meeting was called to order at 9:00 a.m. by President Brad Mortensen, who welcomed all in attendance.

Agenda Items**Meeting Minutes Approval (Sept. 1, 2021):**

Meeting minutes from August 4, 2021, were reviewed by the President's Council and approved.

New Course Materials Acquisition Model:

Vice President Norm Tarbox, turned time over to Ashley Hilton, Ryan Stewart, and Steve Nabor, who presented information on proposals for future student materials. Research has been done over the past couple of years on affordability of textbooks as industry-wide course materials have been trending downward due to increased competition in the industry. WSU is looking at comparisons between Day One Access (digital material loaded into Canvas,) a fee-based equitable access program (digital subscription based on eBook rentals) used at UC Davis, and a materials charge of \$19 per credit hour which Ivy Technical Community College uses. There are various formats available using HEERF to cover the cost for 2021 -2022. WSU would like to perform a case study in 2022 to determine the best option for campus and students. A proposal was made to offer course materials separately and keep the rest of the Bookstore retail. Administrative support was requested to look into this program.

Approval: The request to conduct a comparison study and offer a pilot program at the Bookstore was approved.

Cicero "Voice of the Customer" Project:

President Mortensen discussed the Cicero "Voice of the Customer" Project. Alan Hall, a UBHE member, funded the study personally through the Alan and Jeanne Hall Foundation to hire Cicero to study and conduct surveys to compile a report on student success in technical colleges, Weber State University, and local high schools. Among other things, the survey indicated we can do better to equip high school counselors with tools to assist students. Survey results indicated that students feel they need more mentorship at Weber State University.

SAC Requests:

Vice President Brett Perozzi turned time over to Staff Advisory Council (SAC) chair, Gail Niklason, who discussed the following SAC requests: 1- An open invitation was extended to everyone to attend SAC meetings which are held the first Tuesday of each month at 2:00 p.m.(except for the January 2022 meeting.) 2- Vice Presidents are encouraged to meet with their SAC representatives and chat with them. 3- SAC is seeking additional staff to serve on committees.

Falcon Hill Quasi-Endowment:

Vice President Norm Tarbox discussed creating a quasi-endowment for Falcon Hill's building lease. When the lease lapses after 47-50 years, we have an obligation to tear down the building and make it re-buildable for the next generation. It is recommended that a quasi-endowment be created. The interest grows at 4% per year for 40-50 years and the market value of the money goes up during that 40-50 years as well. The value grows along with the endowment. It was suggested that the authorization include using the funds to not only to tear down the building, but also use it for repairs and operations. Using the quasi-endowment allows us more flexibility with the funds. The corpus of this account would be around \$250,000.

Approval: The request to create a quasi-endowment for the purpose of funding demolition, repairs and operation of the Falcon Hill building was approved. The corpus of this account is \$250,000.

Early Retirement Request:

An early retirement request for Ron Jensen was discussed by Provost Krovi. The retirement request date is for June 30, 2022.

Approval: The early retirement request was approved and will go to the Board of Trustees for further approval.

Policy Items:

- a. PPM 8-11, Evaluation of Faculty Members & PPM 8-12, Dated Guidelines for the Ranking Tenure Review Process were discussed by Provost Ravi Krovi. Several revisions were recommended by the APAFT Committee and Faculty Senate, including:
 - i. Updating language to refer to "an individual's ongoing professional engagement" rather than "an individual's future productivity."
 - ii. Clarifying that student evaluations are not to be used to compare across faculty and that student evaluations may not be the only source to assess instructional effectiveness.
 - iii. Specifying that the purpose of tenure is to help retain quality faculty.
 - iv. Offering encouragement to incorporate diversity, equity, and inclusion elements in their teaching, scholarship, and service, and establishing the expectation that these efforts will be reviewed favorably.
 - v. Adding a new channel of criteria, "channel F," which lists the minimum combination of performance levels that must be met within the categories of credential, teaching, scholarship, and service to be reviewed favorably.
 - vi. Charging deans to assigning new and returning tenure-track faculty in their college a faculty mentor.

After receiving input from campus, community, and campus leaders, the president does not recommend including a new channel F as it was drafted and proposed by Faculty Senate in PPM 8-11, IV.A.

Approval: The changes to PPM 8-11, Evaluation of Faculty Members and PPM 8-12, Dated Guidelines for the Ranking Tenure Review Process, excluding the addition of the new channel F, were approved to move to the Board of Trustees for approval.

Autobiographical Form:

Provost Krovi discussed the autobiographical form template for presenting credentials for the tenure and promotion process. The template is focused on how feedback is being used and what changes are being made for teaching effectiveness. It also adds an element to include student advising and service level activities for success.

Approval: The autobiographical form was approved and does not need to go to the Board of Trustees for further approval.

Board of Trustees Draft Agenda:

President Mortensen discussed the Board of Trustees draft agenda for the September 16, 2021, meeting which will be held at the Community Education Center. The Northern Venture Fund will be discussed in the Business Committee. Rich Hill asked that this topic be listed as an information item. He also asked to defer the reconstitution of WSU Development Foundation to next month's meeting so that it can be discussed with the Audit Committee first.

Other:

Other items discussed during President's Council included:

- a. Vice President Bret Ellis gave notice that we are losing Matt Cain to Hill Air Force Base at the end of September. Matt Cain has been an integral part of Information Technology and has performed four different roles at this institution. He will be greatly missed!
- b. The meeting with Commissioner Woolstenhulme today is to present our budget request. President Mortensen has not heard any feedback since our requests were sent in. Four of our benchmarks were lower than what UBHE recommended. Vice President Tarbox will share our budget principles with them, Clayton Anderson has sent them information as well. President Mortensen would like to see B-4 forms reformatted and aligned with our strategic plan.
- c. Vice President Brett Perozzi asked how to work on implementing vaccine requirements with exemptions for students. A core group at the university is working on this and a Qualtrics survey is being developed to track vaccination responses with an option to upload student's vaccination cards. Brett mentioned The Docket, which is an app that shows vaccinations done in Utah. The survey will include a text box for exemptions that students can write their situation in. This is still under discussion as there many pieces to make decisions on, such as online students, whether to ask for verification, issues holds on registration for those without vaccines, etc. The

Vaccination Task Force has made recommendations and will continue to meet.
Vaccinations are not being mandated for faculty and staff at this time.

Upcoming Events:

Upcoming events were provided for reference in the packet without discussion.

Adjournment:

Without any further business to discuss, the meeting was adjourned at 10:58 a.m.