

**Deans' Council Minutes**  
**Wednesday, August 2, 2023**

**2:00 pm–4:00 pm**

via [Zoom](#) | **Miller Administration Boardroom**

Meeting ID: 943 6761 0175 | Passcode: 764197

**Attendees:** Eric Amsel, Adrienne Andrews, Andrea Easter-Pilcher, Bret Ellis, Jason Francis, Ivana Fredotovic, Doris Geide Stevenson, Kristin Hadley, James Hedges, Wendy Holliday, Stephanie Hollist, Brenda Kowalewski, Ravi Krovi, Betsy Mennell, Brad Mortensen, Jessica Oyler, Ashley Potokar, Julie Rich, Yas Simonian, Julie Snowball, James Taylor, Deborah Uman

**Guests:** Captain Mike Davies for Dane LeBlanc, Randy Hurd for David Ferro,

**Excused:** David Ferro, Norm Tarbox

**1. Approval of Meeting Minutes, [June 7, 2023](#)**

- a. The minutes were approved as written.

**2. Provost Updates - ( Ravi Krovi )**

- a. Ravi offered the following updates and announcements:
  - i. Ravi thanked those who were able to attend the OGX ribbon cutting ceremony held 8/2/23. He also congratulated those involved in the project.
  - ii. Ravi reminded the group about the Dean & Department Chair retreat scheduled for 8/10/23 and briefly reviewed the proposed agenda.
  - iii. Ravi offered updates about plans to conduct equity audits across Academic Affairs. Thanks were also expressed to Adrienne Andrews & Wendy Holliday for their work in developing and piloting the audits.
  - iv. Deans' Council welcomed Randy Hurd and congratulated him on his recent move to Assistant Dean of EAST
  - v. Wendy Holliday shared updates about Canopy, a streaming service that has been available on campus. She explained that negotiations have concluded with the service and that there will be some adjustments made to the available content after a faculty survey and work with subject librarians. She will email Deans' Council with information that can be distributed to chairs and faculty.
  - vi. Ravi asked Eric to speak about recent changes at the Utah Board of Higher Education (UBHE) in relation to General Education requirements. Eric explained that the proposed changes in the Gen Ed policy (R470) in credit and transfer requirements have been reviewed by various stakeholders, including the Council of Presidents, Chief Academic Officers, and the Transfer Council. He explained that the policy will most likely be presented at the November or February UBHE meeting. He shared the potential impacts on lower-division electives that will be "freed" with the move to fewer required Gen Ed course requirements. Discussion at the Transfer Council addressed institutional graduation requirements as opposed to Gen Ed requirements. Once passed, he explained the need for a decision from WSU about the minimum number of required Gen Ed courses WSU will embrace (27 or 30) and, if 30, how the additional 3-credit requirement will be defined. He expects university-wide discussions to be held about the

upcoming changes. Eric also announced that Richard A. Detweiler will be a speaker at the October “What is an Educated Person?” conference. At the conference, state-wide Area Working Groups will be invited to discuss the alignment between essential learning program outcomes those in the Core and Breadth. Deans’ Council discussed the EDI and Information Literacy requirements, and the process involved in developing Institutional/Baccalaureate Requirements.

- vii. Ravi asked Ivana Fredotovic to discuss the upcoming Data Summit to be held 10/25/2023. Ivana explained that the summit is designed for deans, chairs, and Student Success Team leads. She shared that the goal is to walk away with something actionable in an effort to continue building a data-centric culture on campus. She announced that Jordan Morrow will offer the keynote address focusing on how data is relevant and applicable on campus. She and her team plan to visit individual colleges in the future to continue developing WSU’s data culture.
- viii. At Ravi’s request, Jessica Oyler offered updates on the change in leadership in the High School Dual Enrollment position. She also shared plans for upcoming position searches planned in the Student Access & Success division.

### 3. Academic Agenda/Policy Discussions

#### a. Signature Clusters ( Andrea Easter-Pilcher Brenda Kowalewski, & James Taylor)

- i. Brenda Kowalewski reviewed the discussions held at the Academic Affairs Leadership Retreat about Signature Clusters. She discussed the intention behind and opportunities associated with Signature Clusters, explaining that signature clusters offer a chance to highlight the 3-5 things that set Weber State apart from other universities. The group reviewed a list of potential signature cluster topics/themes in preparation for the Dean & Department Chair Retreat. Deans’ Council discussed the opportunities and challenges surrounding marketing Signature Clusters, along with how to determine the success of a cluster. Deans’ Council also discussed the key impact of faculty in the success of Signature Clusters in addition to the importance of Department Chair input on cluster names and topics. Dean’s Council spoke about the importance of identifying the concrete definition of a cluster as well as the definition of what a cluster is not. Ravi highlighted how sustainability and MARS are organically emerging as clusters and encouraged conversation surrounding how to leverage these movements.

#### b. Tenure credential files update ( James Hedges)

- i. Ravi asked James Hedges to share plans for moving forward with tenure credential file storage changes. James emphasized that a final decision has not been made, and noted that any movements will be in partnership with Faculty Senate. James encouraged each college to designate points of contact for faculty needing content creation help and/or mentorship with their tenure records. He hopes that this information will help WSU Online direct faculty needing guidance. Deans’ Council discussed that Box can be a temporary solution for incoming tenure-track faculty, with Canvas being used for continuing faculty. James stated that Oliver Snow can share a fillable Autobiographical Form at the New Faculty Retreat with incoming faculty. Jason Francis reminded the group

that PPM 8-13 includes language directing that tenure files be stored in the University's Learning Management System.

**4. Academic Support Discussions**

**a. Active Shooter Training Options ( Michael Davies)**

- i. Chief Michael Davies shared information about active shooter training available on campus, including ALERRT Civilian Response to Active Shooter Events (CRASE) course and Shots Fired: When Lightning Strikes. Chief Davies explained that both trainings can be requested through their [website](#). He also reviewed the internal and state-wide training conducted by the campus safety departments and community partners. Deans' Council discussed the suggested frequency for these trainings, with Chief Davies encouraging that trainings happen as frequently as possible. He strongly encouraged Deans' Council to involve his colleagues in the training. Wendy Holliday spoke about the Library's recent experience with the training and encouraged those scheduling the training to consider the mental health impacts of active shooter training.

**COMMITTEE UPDATES**

Please use this space to offer any updates from your committee, and to review others' updates before the meeting. These items won't be discussed in depth in the Deans' Council, but questions will be addressed.

**Faculty Senate Committees**

Committee and Liaison	Updates
ARCC- Charges	•
ASSA- Charges	•
APAFT- Charges	•
CRAO- Charges	•
Environmental Issues- Charges	
GEIAC- Charges	
RS&PG- Charges	•

SBBFP- Charges	•
TL- Charges	•
UCC- Charges	•
Program Assessment- Charges	•
EDI- Charges	•

**University Advancement Updates**  
(Betsy Mennell)

<b>Area</b>	<b>Updates</b>
Marketing & Communications	
Alumni	
Development/Campaign	
Events	

**Equity, Diversity, & Inclusion Division Updates**  
(Adrienne Andrews)

<b>Area</b>	<b>Updates</b>
Updates	
Search	
Space	

**Information Technology Updates**  
(Bret Ellis)

<b>Updates</b>
<a href="#">College Email for Life at Risk for Many</a>
