



WEBER STATE UNIVERSITY

Academic Affairs

Deans' Council Minutes Wednesday, January 8, 2025 2:00 pm–4:00 pm

Attendees: Lisa Allen, Andrea Easter-Pilcher, Jason Francis, Ivana Fredotovic, David Ferro, Mark Halverson, James Hedges, Wendy Holliday, Stephanie Hollist, Brenda Kowalewski, Ravi Krovi, Roy Kwon, Betsy Mennell, Cass Morgan, Brad Mortensen, Jessica Oyler, Julie Rich, Yasmen Simonian, Doris Geide-Stevenson, James Taylor, Norm Tarbox, Deborah Uman

Guests: Dianna Abel, Rochelle Bronson, Cori Horne, Jake McIntire, Gail Niklason, Oliver Snow

Excused:

1. Approval of Meeting Minutes from December 4, 2024

- a. Deans' Council approved the minutes as written.

2. Provost Updates - (Ravi Krovi)

- a. Ravi Krovi, Provost & Senior Vice President of Academic Affairs, offered the following updates:

i. Building Puentes Update

1. The program now has close to 100 students. Provost Krovi expressed thanks to James Hedges, Dean of the Division of Online & Continuing Education, and his team, as well as to the Building Puentes steering committee members. He also recognized Brandon Stoddard, Instructor and Endowed Entrepreneurship Center Director, who is coordinating the entrepreneurship efforts.
2. Provost Krovi and Dean Hedges announced that the Early Childhood and Computer Science certificates will begin soon.

ii. Sub-120 Degree Proposals

1. Provost Krovi shared that the Sound Production and Philosophy, Political Science, and Economics programs are beginning the approval process now. Brad Mortensen, Weber State University President, explained that he would inquire about the latest information on NWCCU approval of sub-120 degrees. President Mortensen and Provost Krovi also shared that the University Curriculum Council is discussing the internal approval process for sub-120 degree programs.

iii. Faculty Senate Updates Review

1. The following updates were noted:
 - a. Worldwide Climate & Justice Week

- i. Faculty and student participation is needed.
- b. Equity Audit
 - i. A summary is forthcoming, with thanks given to Wendy Holliday, Dean of the Stewart Library. Deans' Council discussed the Barrier Reduction Task Force.
- c. Completion Degree
 - i. Thanks were given to Julie Rich, Dean of the College of Social and Behavioral Sciences, Jessica Oyler, Vice President of Student Access & Success, and Darcy Carter, Department Chair of Health Administrative Services.
 - ii. Roy Kwon, Vice Provost of Undergraduate Studies: Academic Support & Institutional Effectiveness, will prepare a 1-page info sheet about the administrative structure, including a curricular assessment.
- d. Policy on Institutional Neutrality
 - i. Stephanie Hollist, General Counsel, and her group have been working on this policy, which is based on USHE guidance. The policy will undergo the usual approval process and can serve as a clarifying resource.

3. Academic Agenda/Policy Discussions

a. R402 cap of 120 credits (Roy Kwon)

- i. Vice Provost Kwon spoke about changes made with the update of R402. He presented data showing a list of programs requiring an excess of 120 degrees for completion. He explained that all programs must be capped at 120 credits, with those with outside accreditation capped at 126 upon approval. Deans' Council discussed the implications of the change, especially in light of developmental or prerequisite courses. Vice Provost Kwon and Gail Niklason, Executive Director of Institutional Effectiveness and Academic Liaison Officer, will review the accuracy of the degree list. Cass Morgan, Interim Dean of the Moyes College of Education, pledged to speak with the University Teaching Council to address teaching requirements.
- ii. Vice Provost Kwon also provided information about credit caps on Associate, etc., degrees. Provost Krovi recommended an analysis of concentrations.

b. FYI - DCHP Tenure-Track Faculty Career Timeline (Yasmen Simonian)

- i. This item was not discussed and will be emailed out for review.

c. NSF- EPIIC-Research Assessment (James Taylor & Jake McIntire)

- i. James Taylor, Executive Director of the Office of Sponsored Projects & TCO, and Jake McIntire, Program Administrator of the Matthew S. Browning Center for Design, described recently deployed EPIIC grants to help foster growth in universities that may not traditionally receive NSF grants. One requirement of the grant WSU received is an internal assessment of research strengths. Exec. Director Taylor and Program Administrator McIntire described their efforts to determine University research opportunities and threats. They are hoping to involve representation from each college to enable a collaborative research assessment and design process. Deans' Council discussed some of the potential

existing research barriers/threats and expressed support for the formation of the group. Vice President Oyler pledged to include a member of her team in the group. Dean Holliday also agreed to include Library representation. Exec. Director Taylor and Program Administrator McIntire will reach out to request the names and will report back in May on preliminary findings and progress.

4. Academic Support Discussions

a. Wellbeing (Jessica Oyler, Dianna Abel, & Rochelle Bronson)

- i. Rochelle Bronson, Student Health and Wellness Program Administrator, and Dianna Abel, Executive Director for Student Wellbeing, offered an overview of data from the recent student mental health surveys. They also shared information about the correlation between mental health services and student retention and highlighted Weber State's response to student mental health needs. They reviewed resources available to both students and faculty/staff and described work toward attaining Jed Campus status. Exec. Director Abel also shared information on a trial use of Trula Campus to provide expedited psychosocial testing to students. Exec. Director Abel & Program Administrator Bronson requested that Deans' Council review the Counseling & Psychological Services Center website and Purple Folder: A Guide for Assisting Students in Distress. They also identified the next steps for Student Wellbeing and shared that they hope for support forming a campus-wide wellness coalition.

b. Canvas Archival Process (Ivana Fredotovic & Oliver Snow)

- i. Ivana Fredotovic, Chief Data Officer, and Oliver Snow, Executive Director, WSU Online, provided an update and proposed process for archiving Canvas Courses which are 7 years and older. (AY 2011-2012 through AY 2016-2017) They explained that archiving the courses will improve user experience and address student data privacy concerns. They shared plans for training support and communication and displayed a proposed timeline and FAQ sheet. Deans' Council expressed support and recommended distributing best practices information along with the communication materials.

c. Curricular Analysis Next Steps Q&A (Gail Niklason & Cori Horne)

i. Slides

ii. Handouts

1. Executive Director Niklason and Cori Horne, Registrar, reviewed the curricular analysis process they have developed. Their process analyzes curricular complexity and program outcomes in connection to workforce data. CatTracks and registration information, along with an analysis of course catalog entries for classes that are no longer offered, are also provided as part of the analysis process.
2. They will pilot this process with a handful of programs across campus, with the ultimate goal of including the analysis in the program review process in approximately two years. They hope to enable regular and formalized curricular review, which they anticipate will save faculty time as the curriculum won't need to be analyzed on an ad hoc basis.
3. Vice President Oyler also spoke about the revision of grad maps made necessary by recent General Education requirement changes. She shared

that her team hopes to include updating grad maps in the curricular update process.

5. Other Items

- a. President Mortensen shared that Ogden City will be hosting VIPs from Guatemala on the Ogden campus on Friday, January 10, 2025.

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

Charges are linked from committee titles

Committee and Liaison	Updates
ARCC - James Hedges	<ul style="list-style-type: none"> Committee met on 9.3.24. Set the submission date for the Grants (3.1.25). The amounts to distribute is: ARCC funding for FY25 is \$116,289 Dee Tech funding for FY25 is \$51,913 Next committee meeting is January 17, 2025
ASSA - Cass Morgan & Jessica Oyler	<ul style="list-style-type: none"> Committee met on 09.25.24. Reviewed proposed PPM changes for ASSA to correspond with new state law. Reviewed charges for the upcoming academic year.
APAFT - Doris Geide Stevenson	<ul style="list-style-type: none"> APAFT had their first meeting and asked to add 'evaluation' to the committee description in revised PPM 1-13. This change has been made. The committee will discuss Interim Guidance for Post-tenure, PCP and process for annual faculty reviews Oct. 9. On Oct. 9th the policy on Faculty Annual Reviews was presented to the committee (via SBBFP). Several issues were flagged. A revision has been shared with Ravi and the deans. Nov. 13: The Faculty Annual Review policy has been moved to SBBFP. Substantial revision to PPM 9-2 was discussed. Discussion of Interim Guidance document. Interim Guidance document discussion has been completed. Hope the link is accessible for everyone: https://docs.google.com/document/d/1tu3COjziQD94w18wNbFj6z3h4t41sK7o0LXLyAKFA5I/edit?tab=t.0
CRAO - David Ferro	<ul style="list-style-type: none"> No meetings/changes since Oct.
EIC - Andrea Easter-Pilcher	<p>9/4: Orientation meeting for new members</p> <ul style="list-style-type: none"> SPARC is working on a near net zero home (SPARC Home for Sustainable Living)--retrofitting a WSU

Committee and Liaison	Updates
	<p>Annex house from the 1960s. Model options so people can learn ways to upgrade their homes. FM is assisting.</p> <ul style="list-style-type: none"> ● Green Badge monthly themes: September was air quality. ● March 20-21 – Intermountain Sustainability Summit ● Worldwide Climate Education Week will be April 7-14, 2025 ● Ongoing work includes promoting sustainability across the curriculum. <p>10/2:</p> <ul style="list-style-type: none"> ● Held discussion and vote regarding change of EIC to an Administrative Committee next year. ● Administrative committees can have staff, and community members, as well as faculty versus just faculty. ● Role as an advisory committee will not change. Will be recommending policy. ● Vote: Unanimous in support of becoming an administrative committee. ● Establish a sub-committee to hash out specific details, including what that committee will look like in terms of membership and process for appointments to bring back the larger group. <p>12/04</p> <ul style="list-style-type: none"> ● ISS Student Poster Contest open for submissions through Feb. 18, 2025 ● Update regarding remediation plans for W on the hill project? (Jenn Bodine) <ul style="list-style-type: none"> ○ There are erosion control blankets on the hill now. There is a plan to reseed with a native mix in the spring. ○ Botany students would like to be involved in the process. ○ Hope to have the project ready to turn on by spring commencement. ● Sustainability Institutional Area proposal sent to GEAIC 12/2/2024 <p>01/25</p> <ul style="list-style-type: none"> ● Worldwide Climate & Justice Week is April 7-13 <ul style="list-style-type: none"> ○ Planning events for each day of the week, including a likely Ogden River cleanup on Saturday, April 12, 2025
GEAIC - Roy Kwon	<ul style="list-style-type: none"> ● Meetings 9.11 & 9.5 <ul style="list-style-type: none"> ○ Focus on refining proposals to potentially adopt an Institutional Area (IA) for the GE. ○ Planned next steps: Proposal to be shared with

Committee and Liaison	Updates
	<p>Senate Exec in October w/ possible Senate vote in December</p> <ul style="list-style-type: none"> • Meetings 9.25 to 10.23 <ul style="list-style-type: none"> ◦ There are multiple versions of the IA created by different constituents. ◦ Discussions largely revolved around what version of the IA that GEIAC wants to put forward to the Faculty Senate. ◦ There was a survey conducted of GEIAC members to vote in which version of the IA that will be moved forward ◦ One version of the IA received a plurality of votes and GEIAC is using it as their working draft and receiving feedback from constituents
RSPG - Brenda Kowalewski	<ul style="list-style-type: none"> • Travel grants due January 10, 2025 • Week of Sept 23rd - Held info meetings for folks interested in applying for RSPG • Fall submissions due October 4 by 5 pm • Meetings for the committee are now scheduled - first one October 14th to review fall proposals
SBBFP - Yas Simonian	<ul style="list-style-type: none"> • Minutes from Decemeber 9, 2024 meeting • Review/revise 2025 Salary Survey • There was a discussion on the substantive and non substantive for the annual faculty review that was moved forward to APAFT. • The discussion continues on the suggestions about overload pay but are waiting on the changes that will be coming from the general education reduction. • Discussion on Criteria, consistency and processes for the equity in the college (suggested to take to deans to look through the process). • The subcommittees are working on other items that will be reported on at a later time. • Link to Meeting agenda:Nov. 11 • https://docs.google.com/document/d/1W3naaTcKjlvigp3xY4cC7GIHogAgYfkxT9s3sE7awrA/edit?usp=sharing
TLC - Julie Rich	<p>No updates - next meeting 1 Feb 1 Nov</p> <ul style="list-style-type: none"> • Are colleges or Provost office willing to provide compensation for adjunct training to demonstrate support?

Committee and Liaison	Updates
	<ul style="list-style-type: none"> • Survey will be sent to adjunct faculty about how better they can be supported. <i>Survey Title: Adjunct Faculty Support Resources Survey</i> • Regular and substantive interactions with students https://docs.google.com/document/d/1a6DKR0NkY8vAB604-5xDEaYellv-MKyRscHzoLfU1Bc/edit?tab=t.0 • Continuing work on peer review resources for faculty going rank/tenure <p>17 Sep</p> <ul style="list-style-type: none"> • Reviewed senate bylaws (redlined) and made minor recommendations for the TLC section. • Will be reviewing syllabus language on: (1) academic dishonesty, (2) accommodations, (3) regular interactions with online students • Discussed developing metric for adjuncts who teach GenEd courses (trainings, on-boarding, professional development) • Will be creating resource for peer review committees (RTE) • Thrive Symposium Oct 8-9 (T/W) begins 10:30am • Investigating support for faculty working with international students • Investigating supporting faculty in facilitating ethical use of AI by students • Investigating ways to support adjunct faculty in the following areas: <ul style="list-style-type: none"> ○ Professional development specific to adjunct faculty ○ Compensation for training ○ Keeping adjuncts informed about their benefits on campus.
UCC - Deborah Uman	<ul style="list-style-type: none"> • Continued meetings to review proposals. We reviewed a second sub 120 proposal (Bachelor of Applied Sciences in Politics, Philosophy and Economics – that might be the wrong title). • Continued meetings to approve proposals. We reviewed our first sub 120 proposal (Sound Production & Recording) mostly as a point of information. NW accreditation has not yet made a decision so no action can be taken at this time; however, the UCC agreed that they needed to set up criteria to assess potential programs.
Assessment - Ivana Fredotovic	<p>Tuesday, December 3, 2024</p> <p>A quick recap of the meeting: First, each committee member is responsible for recruiting two faculty reviewers from their</p>

Committee and Liaison	Updates
	<p>respective colleges by the first week of the Spring semester (deadline: Friday, January 10). Names of the selected reviewers will be shared with Gail Niklason, executive director of IE. Second, an assessment training session is scheduled for Friday, January 24, 2025, from 2:30 PM to 4:30 PM. Recruited faculty members need to attend this training unless they have prior experience with the assessment process. The next meeting will take place on Tuesday, January 14, at 2:00 PM.</p>
ESC - Wendy Holliday	<ul style="list-style-type: none"> December meeting: Discussed impact of gen ed revisions on women and underrepresented minority faculty and non-tenure track faculty. November meeting: Finalized proposal for name change to Faculty Fairness and Success Committee. Taken to FS for motion in Nov. and vote in Dec. Also discussed role of Faculty Board of Review as a recourse for individuals, but that FFS Committee charges suggest a more policy and system focus. Committee met in October to discuss the title of the committee with university legal counsel, as well as the charges and role of the committee. No final decisions have been made. The committee has asked that the CETL Director be an ex-officio member of the committee to coordinate issues related to faculty belonging and well-being. There was also a discussion of issues related to academic freedom, the current climate and how to coordinate with APAFT, as many do not feel that faculty know that academic freedom concerns are part of APAFT's charges/role.

University Advancement Updates
(Betsy Mennell)

Area	Updates
Marketing & Communications	
Alumni	
Development/Campaign	
Events	

Information Technology Updates
(Mark Halverson)

Updates
