

Deans' Council Minutes
Wednesday, October 6, 2021
2:00 pm–4:00 pm

Attending: Ravi Krovi, Brad Mortensen, Eric Amsel, Laine Berghout, Bruce Bowen, Andrea Easter-Pilcher, Bret Ellis, Ben Ferney, David Ferro, Kristin Hadley, Wendy Holliday, Brenda Kowalewski, Betsy Mennell, Matthew Mouritsen, Brett Perozzi, Julie Rich, Yas Simonian, Julie Snowball, Brian Stecklein, Norm Tarbox, James Taylor, Deborah Uman, Yimin Wang

Guests: Guy Letendre, Angela McLean, Jessica Oyler, Sarah Steimel, Laura Thompson, Niki Tonks

Excused: Adrienne Andrews

1. Approval of September 1, 2021 Meeting Minutes

- a. The minutes were approved as written.

2. Provost Updates - (Ravi Krovi)

a. Tim Renick Update

- i. We have asked the National Institute of Student Success to perform a diagnostic assessment.
- b. **Summary of strategic fundraising priorities:** Betsy reminded the council of the October 15th deadline for worksheet submissions
- c. **VSIP:** Ravi hopes to complete his review this week. This will begin the budget planning process and efforts to account for budget deficits and strategic priorities identified over the summer.
- d. Ravi thanked the deans for their work in selecting SSSC leads.
- e. Ravi is still processing the HEERF requests and hopes to prioritize them as he moves forward.
- f. Announcements:
 - i. Brad announced that Ally bank will be sponsoring WSU's Emerging HIS initiative. They hope to make an official announcement before the end of Hispanic Heritage Month.
 - ii. Extended hours: This program will be piloted on Wednesdays from 7:00am to 7:00 pm. and has already been implemented by Student Affairs. It will focus on student-serving offerings and is intended as an outreach for adult students. Ravi asked Deans' Council to plan to implement the program starting this coming Wednesday, October 13th. A spreadsheet will be distributed to collect data on offerings. The program should be folded into current offerings and should not increase workloads. Ravi encouraged Deans' Council to begin by offering alternative work schedules and explained that services could be offered virtually. No data on usage or student input is available at this time, but data will be collected as part of the pilot program.. Deans' Council discussed the need for marketing efforts and potential staffing implications.

3. Committee Updates Q&A (All)

- a. No questions were asked.

4. Academic Agenda/Policy Discussions

a. Graduate Program Discussion (Sarah Steimel)

- i. Sarah introduced herself and gave a brief overview of WSU's graduate programs' growth and challenges. She asked for Deans' Council feedback and suggestions that could be taken back to Graduate Council. Feedback included codifying teaching assistant opportunities, exploring formalizing the processes and policies affecting graduate programs, praise for the cooperation and student-focused work on Graduate Council, discussions about the benefits and challenges surrounding standardization of admissions processes, praise for the close ties between graduate programs and colleges/departments, and discussions about resourcing verses admissions standards. Sarah will take the

information from this discussion back to Graduate Council. She also asked that Deans' Council reach out to her with any questions and concerns.

b. Course Scheduling Conflicts (Bruce Bowen)

- i.** Bruce reminded deans about the existing standardized class beginning and ending time schedules, which allow students to maximize their course schedules. He shared information about classes currently scheduled outside of the regular parameters, and asked deans to please review the reports that he will distribute.
- ii.** Bruce offered updates on recruitment efforts, FAFSA help opportunities for students, recently hired peer-to-peer mentors, and in-high school advisors placed by UBHE. Retention advisors will also begin work on contacting students who are not registered for spring semester. He asked deans to encourage faculty to participate in Starfish progress surveys.
- iii.** Deans' Council considered how to encourage FAFSA discussions in classes, including shared language for syllabi and/or in Canvas, along with other ideas.

c. NWCCU Meeting with the Deans (Eric Amsel)

- i.** Eric spoke with Deans' Council about what to expect in the upcoming North West Accreditation review meetings. He offered an overview of the accreditation process, including reports submitted and how WSU has addressed the accreditation standards. He introduced the names of the reviewers and reviewed their credentials. He explained that meetings will be held in a hybrid format with the reviewers participating virtually, and WSU participants attending in person.

5. Academic Support Discussions

a. Enrollment Task Force: 25+ Enrollment and Top Employers (Niki Tonks & Jessica Oyler)

- i.** Niki introduced herself and presented information about the task force's recent work. This group is working to identify organizations which align with colleges that offer paid tuition benefits to their employees in order to offer targeted marketing. She asked that deans identify three organizations that align with specific degrees offered in their college. She thanked deans for their willingness to assist in these efforts, and offered to speak with interested deans directly.

b. Northern Utah Accelerator (Guy Letendre)

- i.** Guy offered a brief overview of the Northern Utah Accelerator grant and the opportunities that it offers. The grant allows for conversations about further equipment donations, and was recently received in connection with the USTAR building. The grant enables networking opportunities, increases entrepreneurial opportunities, and potentially provides additional equipment and tooling. He also offered information about the Interdisciplinary Center of Applied Research Center.

c. Responding to Students with Disabilities (Angie McLean & Laura Thompson)

- i.** Angie and Laura offered information about how their offices can work with faculty to assist students. They requested feedback on a training video they showed which was developed to assist faculty working through this process. They reviewed the student accommodation process, focusing on both accessibility and accommodation. They also offered updates about planned collaborations and initiatives.

Committee Updates

Faculty Senate Committees

Committee and Liaison	Updates
ARCC - Brian Stecklein	<ul style="list-style-type: none"> ● 10/6/21- Getting grants online – There is a backlog so it would take about two years. Could use Google Form, Adobe Sign, or Curriculog.

<p>Charge:</p>	<ul style="list-style-type: none"> ○ Canvas integration process request has been put up on the web site. Asking for support from the committee about duplication and can be used outside of Canvas. Must be data standards, accessibility concerns, and people signing contracts that they may not have the authority. Providing educational pieces and it may take up to six weeks to get through the process. Working with TLA and TLF to put together a list so we know what the campus already has. ○ IT - Gartner campus access system has been purchased. Faculty self-service portal has been upgraded and ready for testing. There is a need for ARCC support to help advise IT on their committees. ○ Reviewed documents for inclusivity language. ○ Wanting to collect demographic data but wondering about the legality of it unless it is anonymous. Table until more information is gathered. ○ Went over the rating systems. ○ Went over the budget that is available for this year. ● 9/1/21- We have charges but no meeting scheduled at this time ● 8/4/21 - n/a
<p>ASSA- Matthew Mouritsen Charge:</p>	<ul style="list-style-type: none"> ● 10/6/21- Committee has met twice to review and assign work on the charges below. ● 9/1/21- Awaiting charges. First meeting is on 9/3/21. ● 8/4/21- Awaiting charges. <ol style="list-style-type: none"> 1. Review policy changes recommended by the Registrar's Office. (Ongoing) 2. Review Student Disability Accommodation Letters. This work would include working with WSU Disability Services and Legal Counsel to create 1) a survey to be sent out to faculty to gauge their experience, knowledge, etc. with student accommodations; 2) clear guidelines outlining specifically for what faculty are responsible, i.e., define “reasonable accommodations” and what resources are available to faculty; and 3) clear guidelines outlining specifically for what WSU Disability Services are responsible. (Continuing) 3. Revise PPM 6-22 so that the student code is applicable to online, hybrid, and other academic WSU-sponsored student activities. (Continuing) 4. Get updates from the Accessibility Council and bring any changes/concerns to Senate. (Continuing) 5. Update Student Code amendment process to ensure that ASSA transmits the proposed amendment(s) to the WSU Staff Advisory Council for comment at an appropriate time in the Student Code amendment process. 6. Review and consult with APAFT to reconcile student code PPM 6-22.5.2.7.13 with PPM 8-11.II.C and other references to frequency of student evaluations. 7. Course transfer <ol style="list-style-type: none"> a. Review course repeat and transfer policy to consider if courses repeated at another university should be transferrable to WSU with the new grade replacing the WSU grade. PPM 4-19.3.6 b. Review the impact of recent upper/lower division transfer policy on students transferring courses from outside the UBHE system. PPM 4-21a.3.1.5 8. Consider the University Curriculum Committee model for a vice-chair of ASSA. 9. Ensure that the language of new or updated documents are inclusive. Review those documents to see how they may inadvertently impact particular communities in an adverse manner. As issues are identified, consult with EDI committee for guidance.
<p>APAFT- Julie Rich Charge:</p>	<ul style="list-style-type: none"> ● 10/6/21-CHARGES: <ul style="list-style-type: none"> ○ Review the WSU tenure and post-tenure documents and ensure that the language of generated policies is inclusive and considers diverse populations (consult with EDI committee for guidance).

	<ul style="list-style-type: none"> ○ Complete a regional and national benchmark regarding WSU’s use of “channels” and external reviewers for tenure and promotion. ○ Review and recommend revisions to the Deans Evaluation Survey instrument. ○ Coordinate with SBBFP to recommend changes to PPM 8.6 to create a new rank that supports promotion of instructors. ○ Review and consult with ASSA to reconcile student code PPM 6-22.5.2.7.13 with PPM 8-11.II.C and other references to frequency of student evaluations. ○ Review timing of letters, tenure file date gaps and overlap in PPM 8-12 dated guidelines. ○ In coordination with legal counsel, review and make recommendations regarding policies 9-9 through 9-10, 9-11, 9-14, 9-15, and 9-18 for clarity and consistency. Review and make recommendations related to PPM 9-10, 9-11, 9-14, 9-15, and 9-18 with particular reference to section H. Faculty Board of Review and the timeframe for operations. ● 9/1/21- Awaiting charges - will be meeting 9/8/21. ● 8/4/21- n/a
<p>CRAO- Yas Simonian Charge:</p>	<ul style="list-style-type: none"> ● 10/6/21- ● 9/1/21- 1. Review of Adjunct Faculty Senator votes and new representation idea. <ul style="list-style-type: none"> ○ Barrett committed to share adjunct voting related documents with the committee. ○ Deana presented a proposal on the formation of an Adjunct Advisory Council (AAC) to help better represent adjunct faculty and proposed using this as a mechanism to elect adjunct faculty senators. ○ The committee debated whether this would affect the current movement to get adjunct faculty senator votes, whether the constitution could be amended again after the vote is secured, or whether the AAC could be put together after the fact and implemented as a mechanism for electing adjunct faculty senators without changing the wording of the current proposal. ○ A conclusive recommendation could not be made, so the committee moved to refer the question back to the subcommittee on the Adjunct Faculty Senator Vote featuring Mary Beth, Valerie, Amy, and Deana. They agreed to get a recommendation on whether the reading for the adjunct faculty vote should move forward with its first reading within the next two weeks. ● 8/4/21- na
<p>Environmental Issues- David Ferro Charge:</p>	<ul style="list-style-type: none"> ● 10/6/21- ● 9/1/21- ● 8/4/21- A few members and others have worked behind the scenes to promote sustainability in Ogden focused currently on HB411: Justin Owen, Jen Bodine, Brenda K., Mark Stevenson, Brad M., Bonnie Christiansen. Retreat conducted 8/18. Charges at ExCom. Meeting 10/7/21.
<p>GEIAC- Eric Amsel Charge:</p>	<ul style="list-style-type: none"> ● 10/6/21- GEIAC is moving on the charge to inventory the concurrent enrollment Gen Ed assessments being performed by departments. The Diversity Proposal is now at the UCC step. ● 9/1/21- Charges include bringing the new Diversity proposal to the Faculty Senate and reviewing the assessment work being done in concurrent enrollment Gen Ed classes. All this above the traditional GEIAC requirement to provide formative feedback on assessments of half the Gen Ed classes. ● 8/4/21- Waiting to confirm charges that will propose a new Diversity requirement.
<p>RS&PG- Brenda Kowalewski Charge:</p>	<ul style="list-style-type: none"> ● 10/6/21- Committee met Sept 10 - awarded 10 travel grants for a total of \$6,207; \$4,348 rolling over to next round of travel grants; fewer requests due to pandemic ● 9/1/21- Committee hasn’t met yet this fall semester - meets Sept 10 ● 8/4/21- Travel grants due September 5th

<p>SBBFP- Andrea Easter-Pilcher Charge:</p>	<ul style="list-style-type: none"> ● 10/6/21- Committee met Sept. 13 ● Charge: Coordinate with APAFT and recommend changes to PPM 8.6 to create a new rank that supports promotion of instructors. SBBFP will work with the APAFT subcommittee addressing their mirror charge (SBBFP subcommittee formed) ● Charge 1: Examine salary options for compensation increases/merit; suggest a survey to elicit faculty preferences for 2022-2023. ● Charge 2: Spreadsheet to capture dollar amounts of merit/equity (by college) from last year and other items; ● Charge 3 and 4: Continue to examine data that provides internal and external comparisons of CUPA salary data (subcommittee formed) ● Charge 5: discussion and questions re: faculty involvement in budgeting process; budget priorities and impact on academic affairs; rate of growth of faculty lines versus administrative lines; impact of faculty release time for administrative positions; and VSIP administration ● Charges 6 (Sick and Family Leave policy) and 7 (update PPM 8-23 (probationary period for tenure) to ensure that there are no barriers to participation) will be addressed in collaboration with Jessica Oyler ● Charge 8: Provost Krovi will provide an overview of current practices re: online/adjunct/overload pay. The provost cautioned that this discussion needs to be put in the context of retention and persistence of students. ● 9/1/21- have not met yet ● 8/4/21- n/a
<p>TL- Deborah Uman Charge:</p>	<ul style="list-style-type: none"> ● 10/6/21- we met and set up 4 subcommittees with the following areas of focus: TLF programming, online teaching, syllabi, EDI ● 9/1/21- we haven't met yet ● 8/4/21
<p>UCC- Wendy Holliday Charge:</p>	<ul style="list-style-type: none"> ● 10/6/21- ● 9/1/21- First meeting was light with just a few curriculum approvals. ● 8/4/21- n/a
<p>Program Assessment - Kristin Hadley Charge:</p>	<ul style="list-style-type: none"> ● 10/6/21- Subcommittees are surveying the assessment landscape at other UBHE institutions and peer institutions. ● 9/1/21- Nothing yet ● 8/4/21- n/a <p>Charges</p> <ol style="list-style-type: none"> 1. Review the best practices and requirements at Weber State, across Utah Institutions and similar institutions nationally, and from accreditation organizations and review the biennial assessment evaluation rubric. 2. Establish a task force made up of representatives from each college to (a) help departments and programs prepare assessment reports, (b) communicate with each other and faculty about best practices in assessment. 3. Ensure that the language of new or updated policies are inclusive. Review those policies to see how they may inadvertently impact particular communities in an adverse manner. Consult with Diversity Equity and Inclusion taskforce for guidance

Student Success Steering Committee Liaison Updates

Committee and Liaison	Updates
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	<ul style="list-style-type: none"> • 10/6/21- SSSC has been reconstituted, primarily by adding faculty members who are chairs of the individual College Success Teams. The co-chairs of each committee have met individually with Ravi and Brett and have finalized their charges for the year. Next meeting is currently being scheduled. • 9/1/21- SSSC restructuring - in agenda
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University Advancement Updates
(Betsy Mennell)

Area	Updates
Alumni	<ul style="list-style-type: none"> • 10/6/21- • We have launched a new Regional Alumni Network page: https://www.alumni.weber.edu/s/953/alumni/index.aspx?sid=953&gid=1001&gid=2219 • 2021 Weber State Salutes Honorees • Student Homecoming Royalty <ul style="list-style-type: none"> ○ Annabelle Harris AS '21 Criminal Justice/ Psychology major ○ Nathan Hole Geography with an environmental emphasis and a minor in international studies • Emeriti Homecoming Royalty <ul style="list-style-type: none"> ○ Winslow BS '67 & Judy Jeppson Hurst BS '64, MED '86 ○ Winslow College of Arts and Humanities: Judy College of Education • Distinguished Service <ul style="list-style-type: none"> ○ Dr. William & Barbara Hughes ○ The Hugheses are longtime supporters of the Bonneville Chamber Music Festival and generously provide scholarships within the Lindquist College of Arts and Humanities and the Department of Social Work & Gerontology. • Lewis W. Shurtliff Award for Contributions to Education <ul style="list-style-type: none"> ○ Dr. Jeff Stephens BA '84, MED '88 ○ Jeff earned both bachelor's and master's degrees at Weber State University, College of Education Outstanding Young Alum <ul style="list-style-type: none"> ○ Pete Sands ○ College of Social and Behavioral Science • Distinguished Alum <ul style="list-style-type: none"> ○ Brittany Page Benko BS '97 ○ Britt graduated from WSU summa cum laude in 1997 with a bachelor's degree in zoology • Distinguished Alum <ul style="list-style-type: none"> ○ Craig M. Trewet BS '90 ○ College of EAST bachelor's degree in mechanical engineering technology • Emeriti Alumni Lifetime Achievement <ul style="list-style-type: none"> ○ Mike Beasley BS '71 ○ College of Engineering Applied Science and Technology, bachelor's degree in data processing
Development/Campaign	<ul style="list-style-type: none"> • 10/6/21- • YTD FY22: \$2,599,940 v. FY21: \$9,539,086 (\$7M Stewart Education Foundation pledge) • Thank you for attending Marts & Lundy Campaign Training 9/27. • Campaign Priorities worksheets due October 22 • Campaign counting started FY21: \$22,557,152 raised

<p>Marketing & Communications</p>	<ul style="list-style-type: none"> ● 10/6/21- <ol style="list-style-type: none"> 1 Ever Upward Stories for October <ol style="list-style-type: none"> A Elaine Cope, recent EAST grad who is working on a national defense project with Northrop Grumman, shared Sept. 28. B Oct. 12: Gabi Butler, transfer student and cheerleader with 1.1 million Instagram followers, who was featured on the Netflix series "Cheer" (assets: news release, video, stills, social media) C Oct. 26: Ariel Martinez, recent Moyes COED grad, who is a third-grade teacher at Ogden Preparatory Academy. (assets: video, stills, social media) 2 High School Outreach: <ol style="list-style-type: none"> A Ribbon cutting held at Ogden H.S. Sept. 28 to celebrate new weekly announcements and Tiger TV studio funded by Weber State. B Open house and celebration on Oct. 5 for new career center at Layton H.S. made possible with funding from WSU. C Working with Ben Lomond H.S. to identify a date to celebrate an upgrade in their video announcement service. D Working with Woods Cross H.S. on a January celebration of a new resource center on that campus. 3 Market Research: <ol style="list-style-type: none"> A RFP process is underway to select a vendor to do a competitor analysis for WSU to identify opportunities to increase market share among prospective students. Plan to have a successful vendor selected this fall, and research completed by spring semester 2022, in alignment with the marketing and branding goal in the strategic plan.
<p>Events</p>	<ul style="list-style-type: none"> ● October 11-16 Homecoming week <ul style="list-style-type: none"> ○ 10/11 - Past President & Trustees Luncheon ○ 10/12 - Retired Faculty/Staff Luncheon ○ 10/15 - National Advisory Council meeting ○ 10/16 - WSU Salutes