

Deans' Council Minutes
Wednesday, November 3, 2021
2:00 pm–4:00 pm

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

Guests: Gail Niklason, Analeah Vaughn

Excused: Brett Perozzi, Julie Rich

1. Approval of October 6, 2021 Meeting Minutes

- a. The minutes were unanimously approved.

2. Provost Updates- (Ravi Krovi)

- a. **Educated Person Conference:** Eric offered a brief overview of the “What is an Educated Person?” Conference. He explained that the keynote speaker, Dr. Cia Verscheldon, spoke about advantaging students using simple changes to help them recover bandwidth through belonging, etc. The final session focused on reports from the breakout sessions which were interpreted by Senator Ann Milner, UVU President Astrid Tuminez, USHE Associate Commissioner of Academic Education Julie Hartley, and Dr. Verscheldon. Their remarks emphasized the need to use strategies that data show will benefit disadvantaged students, as they benefit all students going forward. The group also gave a view of what may be coming in higher education in Utah. Eric promised to share a link to the conference videos, which will also be included in the next Academic Affairs Newsletter
- b. **Preferred Name and Gender Pronouns:** Ravi and Brenda met recently with a group of students about their concerns about preferred name and gender pronoun identification and usage. Ravi asked Deans' Council to speak with departments and faculty about these important topics. Adrienne echoed Ravi's comments and spoke about the respect and civility that can be shown by doing better in these efforts as included in the strategic report. Brenda shared information about planned support opportunities to be offered by the Teaching and Learning Forum in early spring semester. Bruce spoke about efforts in Enrollment Services to capture preferred name and updated contact information in Banner.
- c. **Budget Cuts:** Ravi hopes to finish speaking with deans next week in regards to the 2.2% budget cuts for Academic Year 2022-2023.
- d. **ACUE Faculty Training:** Brenda shared that HEERF Funding has been secured for the ACUE training for a limited number of faculty cohorts in spring semester. She explained that an announcement will be distributed when more information is available.

3. Committee Updates Q&A (All)

- a. The included updates were briefly reviewed. Deans' Council discussed the distinction between the TLF and TLC, including the committee's charges. Brenda requested that the deans encourage submission of more applications for RS&PG funding.

4. Academic Agenda/Policy Discussion

- a. **Future of Teaching & Learning/Post-pandemic Curriculum (Brenda Kowalewski & Ravi Krovi)**
 - i. Brenda gave an overview of a recent discussion about faculty concerns expressed during the NWCCU accreditation visit. Provost Council proposed hosting conversations to promote open dialogue and reflections around a variety of topics including teaching changes, measuring student learning outcomes, industry needs, emphasizing traditional

skills (i.e., communication), and thinking strategically about the future. Other ideas expressed included: evaluating recent hardware and software purchases, historical precedents for these types of discussions, the possibility of innovation, teaching spaces including identity in relation to WSU's goal of becoming an emerging HSI, the transformation of teaching and learning, meaningful engagement, and how to be fulfilled as educators in a changing landscape. Ravi anticipates these conversations resulting in multiple threads, and hopes that this can be championed by the Teaching and Learning Forum. The format has not been set, but the conversations are planned for some time in January. Deans' Council discussed other logistical needs, including having local conversations leading to the planned global conversations, planning panel discussions of those who succeeded and thrived in alternate methods including different backgrounds and perspectives, breakout sessions, and using language focusing on forward looking viewpoints, encouraging faculty participation, the need for a large cross-section of faculty voices. Deans' Council discussed beginning these conversations in departments or colleges, which would then drive the agenda for the larger conversation. Ravi asked that those interested in serving on a planning committee contact him.

b. Program Review Compensation (Gail Niklason)

- i. Gail led a discussion about budgets surrounding compensation for internal and external reviewers. The group discussed the need for consistency with internal reviewers, while acknowledging the discrepancies involved with external reviews. David will look for previously collected data, and the group will revisit the conversation.

c. Enrollments

- i. Bruce offered an update on Spring 2022 enrollment and described the variety of recruitment efforts under way. He explained that new freshman enrollments are on target, with available information from FAFSA allowing for contact with students 3 months earlier than historically possible.
 - ii. Bruce also described a planned push to encourage fall to spring semester student persistence.
 - iii. He also shared plans to contact the approx. 400 students who are within one semester of graduation to determine if Catapult funding could help them finish their degrees.
- d. College Success Team Updates:** Ravi explained that he is hoping for updates from the College Success Teams in the December Deans Council meeting. He asked the deans to contact their team leads to get updates.

5. Academic Support Discussions

a. Clear the Air Challenge (Analeah Vaughn)

- i. Analeah spoke about the Clear the Air Challenge and presented the WSU Champion award to the Academic Affairs Division. Deans' Council expressed their thanks and recognized the support and efforts of faculty and staff in the division.

b. Spending Down Gift Accounts (Betsy Mennell)

- i. Betsy spoke about a previously distributed list of the endowed spendable accounts. Her team will also be sharing a list of non-endowed accounts. She asked for input on how to support and/or offer training to colleges and units in their usage of these accounts. Deans' Council thanked Betsy and expressed interest in the offered training. Other feedback expressed included noting discrepancies between the lists and the scholarship awards system, and requesting a review of the intended usages of these accounts.
- ii. Betsy thanked Deans' Council for submitting their priority lists. She and her team will review the information and report back on their findings.

Committee Updates

Faculty Senate Committees

Committee and Liaison	Updates
ARCC - Brian Stecklein Charges	<ul style="list-style-type: none"> • 11/2/21: The committee hasn't met but they are working on evaluating the financial awards. • 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. <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
ASSA- Matthew Mouritsen Charges	<ul style="list-style-type: none"> • 11/2/21: Subcommittees continue to make progress on their charges. On 10/29/21, the committee passed a Proposed Chair and Vice-Chair Leadership Structure for ASSA (similar to the model used by the Curriculum Committee) • 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.
APAFT- Julie Rich Charges	<ul style="list-style-type: none"> • 11/2/21: Committee is making progress on a., b., c., d., e., f., and g. Next APAFT meeting is November 10. • 10/6/21-CHARGES: <ol style="list-style-type: none"> 1. 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). 2. Complete a regional and national benchmark regarding WSU's use of "channels" and external reviewers for tenure and promotion. 3. Review and recommend revisions to the Deans Evaluation Survey instrument. 4. Coordinate with SBBFP to recommend changes to PPM 8.6 to create a new rank that supports promotion of instructors. 5. 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. 6. Review timing of letters, tenure file date gaps and overlap in PPM 8-12 dated guidelines. 7. 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.

	<ul style="list-style-type: none"> 9/1/21- Awaiting charges - will be meeting 9/8/21. 8/4/21- n/a
<p>CRAO- Yas Simonian Charges</p>	<ul style="list-style-type: none"> 11/2/21: Still working 10/6/21- Summary of the minutes Questions were brought up about who does and doesn't count for the sake of qualifying as faculty for the census. Primarily about who qualified at what point, including those who were recently hired or if the department was hiring. It was clarified that if they are working full time and ranked between instructor and full professor but were not associate deans or higher. There was significant discussion around the line, "The term of an adjunct member is one year, however, the adjunct faculty member's eligibility to serve depends on continued employment as adjunct faculty." But no consensus could be found, so the issue was referred back to the subcommittee. 9/1/21- 1. Review of Adjunct Faculty Senator votes and new representation ideas. 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- n/a
<p>Environmental Issues- David Ferro Charges</p>	<ul style="list-style-type: none"> 11/2/21: 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 Charges</p>	<ul style="list-style-type: none"> 11/2/21: GEIAC is co-hosting with SSSC-Concurrent Enrollment a meeting of all faculty identified as responsible for all concurrent enrollment classes to address the value of CE and discuss issues of resources, assessments, matriculation, and access. The meeting will also focus on Gen Ed CE classes and best practices for monitoring use of BQ and SAs and assessing outcomes (which is a GEIAC charge). 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 Charges</p>	<ul style="list-style-type: none"> 11/2/21: Committee met October 18 - considered 9 proposals total; funded 7 proposals for a total of \$15,274 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

	<ul style="list-style-type: none"> 9/1/21- Committee hasn't met yet this fall semester - meets Sept 10 8/4/21- Travel grants due September 5th
SBBFP- Andrea Easter-Pilcher Charges	<ul style="list-style-type: none"> 11/2/21: Subcommittee to assess salary inversions, CUPA comparisons, etc. met on 10/28 and determined which subcommittee members would be responsible for which analyses. 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
TL- Deborah Uman Charges	<ul style="list-style-type: none"> 11/2/21: we discussed the differences between TLF and TLC -- we are not completely clear on those distinctions, particularly with the changes coming up for TLF. 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
UCC- Wendy Holliday Charges	<ul style="list-style-type: none"> 11/2/21: UCC approved the new GEIAC Diversity course proposal. There was quite a bit of discussion about the Data Analytics Certificate coming out of Goddard. The concern was potential confusion with other data analytics programs out of EAST/CS. Just something to think about with interdisciplinary content. The proposal went back to Goddard so that they can work on the naming with CS, among other issues. 10/6/21- 9/1/21- First meeting was light with just a few curriculum approvals. 8/4/21- n/a
Program Assessment - Kristin Hadley Charges	<ul style="list-style-type: none"> 11/2/21: Continuing work on subcommittees 10/6/21- Subcommittee are surveying the assessment landscape at other UBHE institutions and peer institutions. 9/1/21- Nothing yet 8/4/21- n/a

Student Success Steering Committee Liaison Updates

Committee and Liaison	Updates
	<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

University Advancement Updates
(Betsy Mennell)

Area	Updates
Marketing & Communications	<p>1. Spring enrollment efforts Working with Enrollment Services, MarComm is assisting with three targeted campaigns for Spring 2022:</p> <ul style="list-style-type: none"> Promoting the Dream Weber program (revamped website and digital advertising campaign), Appealing to 25+ nontraditional students (digital campaign), Contacting WSU stop out students and Davis Tech grads from the last several semesters (email digital and postcard campaign) <p>2. Ever Upward Stories: Nov. 9 - Shawn McGrath, archaeology student, former military Nov. 23 - Shardae Jones, BIS, Multicultural COVID Task Force Dec. 14 - Donna Danette, Dental Hygiene, news release, social post</p> <p>3. WSU Quick Reference 2021-22 edition Marketing & Communications is compiling the final data for inclusion in this year's WSU Quick Reference guide with updated facts and figures. This will be distributed later this month to deans, marketing directors, recruiters and other campus stakeholders who use that tool regularly.</p> <p>4. Market Research: 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>
Alumni	<ul style="list-style-type: none"> Emeriti Alumni Council On October 6, 2021, Major General Stephen P. (Pat) Condon participated in the virtual Emeriti Alumni Council Lecture Series.

	<ul style="list-style-type: none"> • The Alumni team was heavily involved in the Make Ogden Purple campaign. The Purple Paw Parade was extremely successful with more than 200 alumni registered for the event in downtown Ogden. • Young Alumni Council • Fall Fest at Black Island Farms (228 tickets sold) in conjunction with the WSU Davis Campus was held on October 22.
Development/Campaign	<ul style="list-style-type: none"> • YTD FY 22: \$3,008,584 v. FY21 \$10,188,415 (\$7M Stewart Education Foundation pledge Sept. 2020) • Thank you for submitting Campaign Priorities (76 submitted) • Endowment spendable accounts balances emailed to deans • Campaign counting started FY21: \$22,557,152 raised
Events	<ul style="list-style-type: none"> • November 29 Alumni event: Utah Jazz vs. Portland Trailblazers