

Deans' Council Minutes
Wednesday, February 1, 2022
2:00 pm–4:00 pm

Attending: Ravi Krovi, , Eric Amsel, Adrienne Andrews, Laine Berghout, Andrea Easter-Pilcher, Bret Ellis, David Ferro, Kristin Hadley, Wendy Holliday, Brenda Kowalewski, Betsy Mennell, Matthew Mouritsen, Jessica Oyler, Brett Perozzi, Julie Rich, Yas Simonian, Julie Snowball, Norm Tarbox, James Taylor, Deborah Uman, Yimin Wang

Guests: Jason Francis, Susan Matt, Alvaro La Parra-Perez

Excused: Brad Mortensen, Brian Stecklein, Ben Ferney

1. Approval of Meeting Minutes (December 2021, February 2022)
 - a. The minutes were approved as written.
2. Provost Updates - (Ravi Krovi)
 - a. Ravi thanked Laine for his service as Faculty Senate chair and congratulated him on his new role as Associate Dean of the College of Science. He also welcomed Jason Francis as the new Chair of Faculty Senate.
 - b. Ravi spoke about the Memorandum of Understanding for the Master of Science of Data Science, thanking everyone who worked on the program
 - c. Ravi spoke about ongoing searches happening across campus. Deans' Council spoke about their faculty searches, including reviewing progress in relation to EDI hiring initiatives.
 - d. Ravi hopes to work with HR to establish remote work process and approval guidelines for faculty. He will report back on progress made in the next meeting.
 - e. Ravi announced that the HEERF deadline has been moved to June 2023. Wendy offered updates on applications received for Affordable Course Materials grants.
 - f. Ravi and Jessica spoke about fall student enrollments. Jessica announced efforts to expand the list of people receiving Monday morning enrollment updates to include department chairs. She also spoke about the increased number of new student applications. She also explained efforts to explore the evident disconnect between new applications and FAFSA completion rates.
 - g. Jessica spoke about an upcoming update email about student vaccination requirements. She explained that the changes are aligned with other institutions.
 - h. Ravi reviewed submitted committee updates.
 - i. Ravi spoke about his recent meeting with department chairs, encouraging them to review the merit guidelines posted to the Academic Affairs website. He also shared that Adrienne presented on implicit bias. She offered a brief overview of her presentation. She encouraged Deans' Council to review their college staff and offer leadership opportunities to those who may not be
 - j. Brenda offered an update about the DOCE Dean candidate visits, inviting Deans' Council to participate as they are able.
 - k. Ravi shared information about WSU's ranking as one of the top producers of Fulbright scholars in the country by the State Department.
 - l.
3. Academic Agenda/Policy Discussions
 - a. Economic Engagement (Ravi Krovi & Brad Mortensen)
 - i. Ravi offered background around WSU's economic engagement efforts and the opportunity to reexamine and coordinate ongoing efforts. He shared an overview of plans to leverage WSU employees, and explained that he has asked Brenda and Steve Nabor to chair these efforts as they co-chair the strategic planning community anchor taskforce. Members of Deans' Council suggested other contributions to these areas, further increasing the network.

- b. Concurrent Enrollment reorganization (Jessica Oyler)
 - i. Ravi spoke about the NISS recommendation to track concurrent enrollment students separately, offering an overview of the current structure. He explained plans to develop a separate structure to oversee concurrent enrollment, including identifying an academic coordinator of concurrent enrollment. He hopes that this will ensure consistency and accuracy in this realm. Jessica spoke about pulling the different components to report through enrollment management to allow better collaboration with registration, etc. She explained that the academic coordinator position would be a faculty member who works closely with a coordinator of high school dual enrollment. She explained that enabling even closer collaborations would allow more structure, communication, and advising for these students. She also spoke about working with Student Affairs to develop more support for these students.
 - c. Interdisciplinary Collaborations Vision (Brenda Kowalewski, Susan Matt, and Alvaro La Parra-Perez)
 - i. Brenda offered context about the vision document, explaining that a key focus is to offer space for cross-college interdisciplinary work. Susan spoke about the desire & demand across campus to create interdisciplinary programs. She explained that, with the support of the Moyes College of Education, UNIV classes will be transitioned to their office. She also offered information about a pilot program to allow 1/8th of faculty to teach interdisciplinary courses in-load. They also hope to create seed funding to develop interdisciplinary grants. Finally, Alvaro spoke about their hope to develop partnerships across campus by working with departments to include BIS students participating in their discipline as minors. Deans' Council offered feedback on the pilot program, expressing general support for the program. Some reservations were expressed about scheduling requirements across already thinly stretched departments and faculty. The group also discussed suggesting that some programs make room for interdisciplinary classes. Ravi invited Susan and Alvaro to attend the April WALT meeting to continue the discussion once deans have had a chance to reflect and collect feedback.
 - d. Learning Communities (Eric Amsel) General and Specific LC Flyers
 - i. Eric offered updates around the learning community efforts, reviewing the theoretical background and lessons learned from Wildcat Scholars. He explained the essential role of peer mentors. He explained plans for fall semester, including highlighting the extensive collaboration between advisors and instructors. He also explained the hope to facilitate better retention for students who register late.
4. Academic Support Discussions
- a. Information Technology Items (Bret Ellis) Pre-read 1, Pre-read 2
 - i. Information Security Awareness Training
 - 1. Bret shared information about campus security which is directly equated with stable systems. He shared the statistical data around malware that is connected with phishing. He explained the university's plans to conduct penetration test, and an internal phishing campaign. Bret also spoke about efforts to move the few remaining people using WSU Secure network to the Eduroam network.
 - ii. Phishing with Velvet Hooks Starting Soon
 - 1. Bret spoke about plans for the upcoming phishing campaign that will include training modules. He requested feedback from those who piloted the training. Deans' Council shared their thoughts, including identifying a few things that were repetitive, a few navigation issues, a request for a faster review after missing a question. Bret spoke about the urgency for rolling out the phishing module as USHE has requested that it be rolled out by June 30. Deans' Council spoke about the consequences for those who do not complete the required training. Bret offered to send out information about those who have completed the module to allow for follow up within colleges.

COMMITTEE UPDATES

Faculty Senate Committees

Committee and Liaison	Updates
ARCC - Brian Stecklein Charges	<ul style="list-style-type: none"> • 4/6/22: There has not been a meeting since the last update. The next and last meeting for the year is April 15, where the determination of who will receive funds will be determined. • No meeting held since the last update. • 1/20/22 Need people to serve on a RFP committee to help choose new course evaluation software. They would like representatives from each college. • Demographic information for grant recipients was presented. Among the 14 recipients, eleven are Caucasians and eleven are males. Five applicants are between the age of 30-40; six are between 41-50, and three are above 51. Grace Zhang would find the demographic distribution of all faculty in WSU. • Spring 2022 budget information was discussed. The budget is \$122,576.93 for ARCC and \$12,309.60 for Dee. The submission deadline will be April 1st and the committee will meet on April 15th to review the applications. The submission deadline was determined to be April 1, 2022. Committee review April 15, 2022. • A new proposal form was developed to help make the application process clearer. • A dollar limit was discussed on the Dee Grant with a preference given to those not exceeding \$5,000 or have matching resources to help. • The scoring rubric was discussed and suggested that diversity be included as part of the scoring. The cost section was also changed to \$5K instead of \$10K. • Diversity as a scoring criteria will also be added to the application. • Next meeting will be in April. • 12/1/21: Went over the qualifications for EDI in relation to the grant proposals and looking for more diversity in those who apply. • Talked with Legal about getting demographic data information and it was suggested that they may be able to get it from HR instead of trying to collect it. • Would like to have IT sign all proposals so they are aware of any issues. A motion to approve this action was accepted and approved. • 11 grants for ARCC were proposed 9 were approved but some were contingent upon IT signature. 7 Dee Grant proposals were submitted and 3 were approved for funding. • 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.

	<ul style="list-style-type: none"> ○ 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 Charges</p>	<ul style="list-style-type: none"> ● 4/6/22: Findings/work on charge 2 (Review Student Disability Accommodation Letters) will be presented to the executive Executive Committee next week. ● Meeting planned for 3/4/22 and will get an update on the Open Hearings held in February. ● 2/2/22: Key progress is noted below: ● Charge 2: Review Student Disability Accommodation Letters including clear guidelines on faculty responsibilities for making “reasonable accommodations” and clear guidelines on what WSU DS provides. A faculty survey was administered and summarized (discussed with DS, will forward to FSEC. Discussed conferring with Stephanie Hollist about forwarding her précis of disability law and policy (or a summary of it) to the Executive Committee in fulfillment of elements 2 and 3 of our charge. On the topic of accessibility of online course content, Jason Francis announced the WSU Online Course Documents Remediation Service. General discussion was had concerning the EDI benefits of bringing disability issues into the university’s curriculum, perhaps in the form of a Disabilities Studies program or more disability-focussed courses. Finally Shawna Werner confirmed the interest of Angela McLean in forming a Disability Services faculty advisory committee. ● Charge 3: Revise PPM 6-22 so that the student code is applicable to online, hybrid, and other academic settings, including revised statements on Harassment and Academic Disruption in PPM 6-22,10.3.1) was approved. The Policy Office and ASSA have agreed to Open Hearings via Zoom on February 10 at 3 pm and February 16 at 7 pm. Announcements have been sent out to College Deans, Student Affairs, and the email Announcements. ● Charge 5: Update Student Code amendment process to ensure that ASSA transmits proposed amendment(s) to the WSU SAC for comment. The Policy Office and ASSA have agreed to Open Hearings via Zoom on February 10 at 3 pm and February 16 at 7 pm. Announcements have been sent out to College Deans, Student Affairs, and the email Announcements. ● Charge 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. Summary: APAFT discussed our proposed changes to Charge 6 and will send their recommendations once legal counsel looks it over. Mostly their recommendations relate to ● clarifying some of the language about assuring all courses may be evaluated and recorded, while two are chosen by post-tenure faculty be used for reviews. After consultation with Stephanie Hollist from University Legal Counsel, they recommend that all evaluations be ● archived and overseen by each college dean’s office. ● 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.
<p>APAFT- Julie Rich</p>	<ul style="list-style-type: none"> ● 4/6/22: Key progress noted below:

Charges

- Charge 5 - Suggested revisions to PPM8-11.II.C regarding student evaluations completed. Meeting with faculty senate executive committee for update and to check on specific deadlines. 8-11.D.1 updated with minor corrections, more cohesive and clear.
- Since evaluations are no longer available in the library, need to work on making evaluations accessible to students.
- Charge 1-2 - We met twice and realized the changed language in PPM 8-11 that got passed last year completed the two charges. APAFT reviewing to make sure the policy reflects best practices for policies that are inclusive and consider diverse populations.
- Reviewing with legal counsel and making recommendations regarding policies 9-9 through 9-10, 9-11, 9-14, 9-15, and 9-18 for clarity and consistency - this is ongoing and near completion.
- Dean Evaluation survey updated - waiting on further review by APAFT.

- 01/12/22- First meeting of new year
 0. Updates are being made on the Dean Evaluation instrument.
 1. Proposed PPM 8.6 Language Regarding a “Senior Instructor” Position to create a new rank that supports promotion of instructors: *Following a total of six years of service at Weber State University at the instructor level, a faculty member may apply for promotion to the position of Senior Instructor. The position of Senior Instructor shall only be available through promotion from instructor and not as an initial appointment. Promotion to senior instructor gives a faculty member an opportunity for greater recognition and compensation and may require greater responsibility, as determined by the department chair and the dean, in accordance with the needs of the program.*
 2. PPM 9-10 – Clarify whether it is the outgoing or incoming chair of the Faculty Board of Review who handles cases that arise during summer.
 3. Reviewing with legal counsel and making recommendations regarding policies 9-9 through 9-10, 9-11, 9-14, 9-15, and 9-18 for clarity and consistency - this is ongoing and getting close to completion.
- 12/1/21: Subcommittee is making progress on a., b., c., d., e., f., and g. Next APAFT meeting is December 8.
- 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:
 0. 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).
 1. Complete a regional and national benchmark regarding WSU’s use of “channels” and external reviewers for tenure and promotion.
 2. Review and recommend revisions to the Deans Evaluation Survey instrument.
 3. Coordinate with SBBFP to recommend changes to PPM 8.6 to create a new rank that supports promotion of instructors.
 4. 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.
 5. Review timing of letters, tenure file date gaps and overlap in PPM 8-12 dated guidelines.
 6. 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

CRAO- Yas
Simonian
[Charges](#)

- 4/6/22: Regarding the meetings with the deans on the roles of associate deans and noted not all associate deans had the same job descriptions. We noted all associate deans count as administrators regardless of teaching load according to the constitution, noting they cannot serve as senators. We also discussed other kinds of faculty administrators and agreed they still count as faculty regardless of teaching load as long as they don't get the "dean" title.
- **Assess Charge 6: Review status of faculty members with half-time or less administrative appointments in respect to apportionment and service on Faculty Senate and its committees. Article C-1, Section 1.**
 - They concluded making a policy without knowing how uniform associate dean positions were might "put the cart before the horse." They also agreed the issue was worth researching before making a recommendation because having one or two associate deans could make the difference for a college in terms of apportionment.
 - Yas will check with the deans regarding the associate deans.
- Adjunct faculty now have official representation on the faculty senate with full voting. Next meeting is on February 14, 2022.
- 12/1/21: Still working on Adjunct Faculty Senator proposal
- ARTICLE B-V. COMMITTEES OF THE FACULTY SENATE
 - **Section 1. General Provisions**
 - The Faculty Senate shall establish standing committees and ad hoc committees as it deems necessary. **These committees shall submit approved meeting minutes to the Executive Committee.** These committees are to report on their actions to the Senate annually. Additional reports may be submitted at the request of the Senate or on the initiative of the committees.
 - **Section 2. Action on Committee Reports**
 - Committees of the Faculty Senate are responsible to the Senate in all of their actions. The Faculty Senate may (1) refer any action of a committee back to the committee for further study and recommendation or to some other committee for study and recommendation, (2) disapprove any action of a committee or (3) approve any action with or without modifications and report it to the president of the University or to the duly appointed administrator.
- **Section 2. The Faculty Board of Review changes**
- **Regular members shall serve a term of two years; alternate members shall serve a term of one year. The term of office begins immediately after the last day of spring semester for all members. Members shall be available for summer reviews, as needed.**
- 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

	<p>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.</p> <ul style="list-style-type: none"> • 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 Charges</p>	<ul style="list-style-type: none"> • 4/6/22: • 12/1/21: The EIC is putting together the 22 Sustainability Summit on 3/16. • 11/2/21: n/a • 10/6/21- n/a • 9/1/21- n/a • 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. Subsequent work on charges 1 (sustainability awards) and 3 (Summit March 17 - 18).
<p>GEIAC- Eric Amsel Charges</p>	<ul style="list-style-type: none"> • 4/6/22: Discussion focused on strategies to encourage departments with old DV course designations to propose them as the new EDI designation early in the Fall 2022 semester to have them approved for the 2023-2024 catalog. These strategies included emailing chairs of those departments, making announcements at chairs meetings, and providing resources about the proposing for the new designation on the Gen Ed website Also, there was discussion of how to encourage the 3,000 pulse students to complete their DV in the next few years before the change to EDI. Finally the yearly charges were reviewed and discussion of 2022-2023 charges were considered. • 3/2/22; Managed last minute requests for Gen Ed attributes for several new courses. The committee worked closely with Adrienne and Casey to create a process sunsetting the old DV attribute and encouraging applications for the new EDI attribute. The committee is prioritizing the reapplication of the 25 or so already existing DV designated classes but will open the process up to new courses as well. • 2/2/22: The committee has been reviewing new and old courses seeking Gen Ed attributes. There has been some controversy but mostly it has been pretty smooth. The committee is also working on reviewing Biennial Assessment Reports for the assessments of area learning outcomes of all Submitted Gen Ed courses. We are beginning work on the process of soliciting proposals for course to be given the new EDI attribute. • 12/1/21: The new Diversity SLO passed the Faculty Senate on Nov.11. The notes from the CE meeting held on 11/17/21 are available here. • 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 access. Courses, assessments, and matriculation will also focus of special Gen Ed CE class breakout sessions. These sessions will also identify 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

	<p>this above the traditional GEIAC requirement to provide formative feedback on assessments of half the Gen Ed classes.</p> <ul style="list-style-type: none"> 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"> 4/6/22: Committee has not met again since last report; Hemingway Trust met and approved proposals that were recommended to them this spring semester; Hemingway luncheon scheduled for April 22nd 3/2/22: Over \$150K awarded through 32 proposals; Hemingway Faculty Vitality - \$14,161.80 awarded; Hemingway Adjunct Faculty - \$229 awarded; Presidential Innovative Teaching Grants - \$26,333.00 awarded; George and Beth Lowe Innovative Teaching- \$14,754.00 awarded; Hemingway Collaborative and Excellence Awards - \$68,067.25 nominated; Hemingway New Faculty - \$20,667.80 awarded; Community Engaged Learning - \$10,000 awarded 2/2/22: Funded \$18,528 in Spring travel grants; lots of Spring funding available - Faculty Vitality \$11K; Teaching Innovation \$51K; Hemingway Collaboration \$75K; New Faculty \$20K; Adjunct \$2K; Proposals due Feb 11th (drafts due to college reps by Feb 4th) 12/1/21: Nothing new to report since last meeting 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 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 Charges</p>	<ul style="list-style-type: none"> 4/6/22: Members of the subcommittee (Loisanne Kattelman, Bob Fudge and Andrea Easter-Pilcher) presented the results of our data analyses on CUPA, salary inversions, and bias to the Faculty Senate on Feb. 10, 2022. The FS presentation along with the Excel spreadsheet, that shows the calculations behind the gender equity data, were then distributed to the academic deans. The SBBFP committee also created a survey and distributed it to faculty requesting their input on the strategies for allocating the 5.75% salary increase (equity, cost-of-living, and merit). The survey had a response rate of 62% with 355 out of 570 full-time faculty completing at least part of the survey. College specific survey results have been provided to each academic dean. In ranking priorities for negotiation, 39% of responses rank 'individual salaries that are not meeting CUPA levels' as the first priority. Gender equity comes in second with 19% of respondents ranking it their first priority. In addition, 69.7% of all respondents preferred an option that includes merit pay (all merit, merit as a dollar amount, and merit as a %). This closely mirrors earlier results from faculty surveys where 70% of respondents indicated that they prefer merit pay. 41% of faculty surveyed prefer a cost of living adjustment + merit pay in % (e.g., everyone receives a 2% base salary increase plus additional % increase based on a merit rubric) while 26% prefer a cost of living adjustment + merit pay dollar amounts (e.g., everyone receives a \$1,500 raise plus additional \$ amounts based on a merit rubric). 2/2/22: Subcommittee has completed analyses and created PowerPoint on CUPA, salary inversions, bias and will present to FS in February. 12/1/21: Subcommittee members working on assigned analyses. 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;

	<ul style="list-style-type: none"> • 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 Charges</p>	<ul style="list-style-type: none"> • 4/6/22: • 2/15: discussion of policy language to include on syllabi with Brenda and Stephanie Hollist. • Reviewing language for inclusion to add to course syllabi. WSU is proposing a 10 week spring challenge. • 12/1/21: decided to propose Vice Chair position; set up meeting with Gail and Eric to discuss required syllabus language; • 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
<p>UCC- Wendy Holliday Charges</p>	<ul style="list-style-type: none"> • 4/6/22: A few curriculum approvals completed. • 2/15/22: Very few curriculum approvals. Discussed subcommittees working on charges for the rest of year and had Beth Rhoades present on microcredentials. • 1/18/22/ and 1/25/22: Passed a large number of curriculum changes during the usual last meeting to get courses/program changes on the books for Fall 2022. Discussion, both in the meeting, and online about math courses designed for specific majors and taught outside of Math Dept. • 12/1/21: meeting on Dec 7 • 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
<p>Program Assessment - Kristin Hadley Charges</p>	<ul style="list-style-type: none"> • 4/6/22: Proposal presented to faculty senate. Making the Assessment committee an official faculty senate committee will be a charge for CRAO next year. Colleges to begin implementation of Assessment CoP.

- 3.2.22
 - Assessment Communities of Practices for each college
 - Establish the Assessment Committee as ongoing
 - We propose that the Assessment Committee of the Faculty Senate be made an ongoing committee with representation from each college and the Office of Institutional Effectiveness. The Assessment Committee, each year, will oversee and maintain two groups: an Assessment Community of Practice in each college and a Faculty Workshop to evaluate biennial program assessment reports and provide feedback to those programs.
 - Biennial assessment reports were evaluated by teams of faculty
- 1/18/22: A. Assessment Communities of Practices are being developed (see description in 12/1 below).
B. The committee discussed training volunteer Biennial Report evaluators. The training was conducted on 1/21 with teams of two volunteers evaluating 4-5 reports each. Review of the reports is to be completed by 2/15.
- 12/1/21: The Ad Hoc Assessment Committee of the Faculty Senate proposes (A) the creation in each college of an Assessment Community of Practice, and (B) the establishment and funding of an Assessment Report Workshop to review and provide feedback on biennial program assessment reports.

A. Each college will oversee the creation of an Assessment Community of Practice (ACOP) made up of at least one faculty member from each department or program that produces a biennial program assessment report. Each ACOP will serve as a resource for departments in developing meaningful assessments and reports. The individuals will serve as advisors or facilitators and may conduct information and sharing workshops within their college or across the university. Each ACOP will communicate with the Office of Institutional Effectiveness while programs prepare biennial assessment reports.

Faculty selected for each ACOP will serve for an unspecified term; if their professional or research interests align with the goals of the ACOP, they may contribute to the group for many years. Colleges may include students or outside experts on the ACOP in addition to at least one faculty member from each program. The ACOP member from a particular program may or may not be the person responsible for that program's biennial assessment report. Each APOC should begin working with those responsible for biennial program assessment reports well in advance of the reports' due date.

A. The Office of Institutional Effectiveness will seek faculty volunteers who will participate in a training workshop and then review and provide feedback on biennial program assessment reports. (This process is based on the example of the Faculty Assessment Workshops associated with General Education Signature Assignments). This group of faculty will be trained to evaluate assessment reports; they will then divide into teams of two, and each team will evaluate four or five reports. The goal is that meaningful feedback will provide each program and the corresponding APOC with ideas for improvement in teaching and learning, and guidance on how to make the assessment process and reports more meaningful.

Each year, on or about November 15th, the Office of Institutional Effectiveness receives 35 to 40 biennial program assessment reports. This creates a need for perhaps 20 faculty to participate in the workshop and review process. If each individual is paid a \$200 stipend for a two-day workshop (or a half day workshop and team meetings online), the stipend cost would be \$4,000. Other costs may include meals and visiting experts to enhance the workshop.

There is no expectation that the faculty who serve on the ACOPs will volunteer to join the Assessment Report Workshop. This decision should be made at the college level or by the Office of Institutional Effectiveness.

- 11/2/21: Continuing work on subcommittees

	<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
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Student Success Steering Committee Liaison Updates

Committee and Liaison	Updates
	<ul style="list-style-type: none"> • 4/6/22: The last SSSC meeting featured Eric Amsel and Jessica Oyler reviewing the WSU Student Success Playbook. The members divided up into four groups based on the Playbook primary outcomes (Advising, Data, Financial Aid, and general student success). The teams reported out, and the meeting concluded with a general discussion around student success and College Success Teams. • 12/1/21: Next meeting is Dec. 16 where the group will welcome the new members (mostly from the College Success Teams). The CST chairs will provide updates on their plans and data areas. The SSSC will discuss overall campus conversations around student success, and we'll review spring and fall persistence data looking toward a fall enrollment plan. • 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>Market Research: Cicero Group is entering the final stages of its Competitor Industry Analysis/Student Market Segmentation research. The survey results are being reviewed and Cicero Group will be delivering a list of potential market segments to WSU, along with the best ways to reach/engage those personas. Final results expected in late April.</p> <p>Best results/outcomes from spring advertising campaigns: Admissions visit campaign: Geofence ads: 3,689 unique page views (nearly double the number of views in 2021: 1,869) Search Engine Marketing (SEM): 4,838 ad click throughs/14.3% or recipients, with top locations being W. Bountiful, S. Weber, Layton and SLC. Generated 204 phone calls.</p> <p>Ever Upward campaign: Video completion rate of 80+% is fantastic. Top consumers of the messages were age 25-34. Blind emails attracted audiences to our website to learn more.</p>

	<p>Ever Upward Stories</p> <p>April 12: William Ward 60-year-old History major who is earning his diploma this spring. He's enjoyed his experience so much, he's already enrolled in the Master's of English program for fall 2022.</p> <p>April 26: Matthew Nichalou professor and chair of Medical Laboratory Sciences spotlight</p>
Alumni	<ul style="list-style-type: none"> • Regional Alumni Network Events: Due to the MLB Lockout, our March event was canceled. However, OnStage Ogden offered our alumni and friends a 20% discount on Beetevohn's No. 6 by Utah Symphony on March 24th. 86 tickets were sold, and a reception was held prior to the show in Coral Room 136 at the Val A. Browning Center. • Young Alumni Council Night at the Movies will be held on April 19 at the Megaplex at The Junction. We will also be partnering with WSU Outdoor on a river clean-up in May. Additionally, Philip Sauvageau will be presenting the YAC potential name change to the WSUAA Board meeting for feedback and advice.
Development/Campaign	<ul style="list-style-type: none"> • YTD \$13,879,262 v. FY21 \$18,521,226 • Recent major commitments: <ul style="list-style-type: none"> ○ \$150,000 - Big D Construction: Construction Management Endowment (EAST) ○ \$113,100 George S. and Delores Dore Eccles Foundation, Honors Faculty Fellows (Academic Affairs) ○ \$70,000 - Marianne Lemon: - Tess G. Lemon Memorial Nursing Scholarship Endowment (DCHP) • Campaign Priorities Process. Meetings with Ravi and Betsy and deans/unit heads (individually) nearly complete. Begin write-up process for top priorities. • Developing prospectus (initial University-wide case statement) • Dan Saftig, Marts & Lundy consultant, will conduct feasibility interviews with top constituents - May/June 2022 • Campaign counting started FY21: \$22,557,152 raised FY 21, campaign total is \$36,432,694
Events	<ul style="list-style-type: none"> • April 18 Browning Presents! preceded by President's Society event • April 22 Hemingway Foundation Awards Lunch • April 28 Honorary Degree/Brady Dist. Prof. Reception • April 29 Commencement • June 3 WSU Alumni Golf Classic • June 8 Guadalajara Folkloric Ballet • July 17 Lindquist Pops • July 19 Campus Picnic

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

Upcoming Events	<p>4/8/22 Queer Prom in Ballroom B - from 7:30PM to 10:00PM</p> <p>4/13/22 Behind Barbed Wire: Americans in American Internment Camps - Wildcat Theater - 11:30am to 12:30PM with Yukio Shimomura - a childhood survivor of Topaz</p> <p>4/13/22 Inaugural Pacific Islander Graduation Celebration Shepherd Union Ballrooms B&C from 6-8:00PM</p> <p>4/16/22 2022 Intercollegiate Showcase of Many Islands in a Common Sea, Shepherd Union Ballrooms from 6-8PM</p> <p>4/21/22 Inaugural Pan Asian Graduation Celebration, WSU Davis Campus from 6-8PM</p> <p>4/22/22 Ceremony of Excellence, Alumni Center from 5-7PM</p> <p>4/27/22 African Diaspora Graduation, Lindquist Alumni Center from 5:30 - 7PM</p> <p>4/28/22 Holocaust Remembrance Keynote (virtual) from 6-7:30PM</p>
Search:	Executive Director of Hispanic Serving Institutions
Space	Reconfiguring office spaces to maximize student access and to address cultural center needs - ongoing