

University Council
Minutes
November 9, 2018
Pastega Room, RWEC

Present: Rex Fuller, Laurie Burton, Scott Beaver, Kathy Cassity, Felicia Dickinson (ASWOU), Paul Disney, Tina Fuchs, Mark Girod, Ryan Hagemann, Rip Horsey, Ana Karaman, Richard Kavanagh, Bill Kernan, Dave McDonald, Erin McDonough, Adele Schepige, Abdus Shahid, Linda Stonecipher, LouAnn Vickers (Ex-Officio), Niki Weight, Rob Winningham, Greg Zobel

Absent: Curtis Campbell, Gary Dukes, Allen McKiel, Sue Monahan, Katherine Schmidt, Michael Smith, Judy Vanderburg

President Fuller convened the meeting with a few brief announcements:

- The University Diversity Advisory Committee (UDAC) will be reconvening winter term 2019 with a new charge and mission. Once a co-chair is appointed, this individual will also participate on University Council. A member of the College of Education diversity committee will be invited to participate on UBAC.
- Adele Schepige, 2017-2018 Faculty Senate President, will continue serving on the University Council by presidential appointment. Dr. Schepige leads the efforts to redesign the Academic Innovation Center, an initiative developed through the work of the University Council at the President's 2017 retreat.
- Niki Weight, director for Student Success & Advising, is a new member of University Council.

Reports

- **Restructuring to Library and Academic Technology:** Hamersly Library Dean Allen McKiel will be retiring in June 2019. Dr. Winningham is working with the steering committee to develop the position description, job title, and advertisement. A staff member from the OSU e-campus has been selected to serve on committee.

In reviewing the strategies to reimagine the Academic Innovation Center, it is apparent that we do not have the FTE necessary to support its changes. In an effort to leverage our current resources, consideration is being given to move this unit under the oversight of the library dean, which is a common practice.

Dr. Winningham also met with WOU's library staff to discuss the proposed changes and received positive feedback. He noted that the library faculty are the only faculty who report directly to a dean. Under the new structure, the dean will have units that report to him/her, one of which would potentially be a division chair to oversee the library faculty.

- **University Budget Advisory Committee (UBAC) budget process update:** UBAC hosted a training session on November 9 to provide assistance with the new budget proposal request process. A link to the electronic form is available on the WOU Portal and the deadline for submissions is 5pm on Friday, November 16. The UBAC will

review proposals and forward their recommendations to the Cabinet. Cabinet will review these recommendations, as well as all proposals submitted. The initiatives approved by Cabinet will move to Phase 2 and Cabinet and UBAC will host conversations to provide an opportunity for the proposal authors to share additional information. President Fuller noted that having the proposals come to Cabinet for review provides an opportunity to discover solutions that are available internally.

A suggestion was made to add the submission deadline to the detail listed on the Portal page and that perhaps the deadline could be extended to Monday, November 19. This would allow faculty additional time to submit proposals over the weekend. It was also recommended that a field be added on the form to note “estimated profit” in addition to “estimated costs.” UBAC Co-Chair Richard Kavanagh said the committee would give consideration to these suggestions.

- **Salem initiative update (location and academics):** With the opening of the WOU’s Salem campus, we are required to submit a substantive change to be reviewed by the Northwest Commission on Colleges and Universities (NWCCU). We were originally pursuing space at the Chemeketa Community College Center for Business and Industry (CCBI) in downtown Salem, but they were unable to provide a long-term commitment, which was necessary for our substantive change request. As an alternative, we were able to secure space in the Willamette Education Service District (WESD) building, located on Pringle Road in Salem and just minutes from the capitol building. Seven courses are scheduled to be offered winter term 2019. The following degree programs will begin fall term 2019: AB in Lib Studies, BA/BS in Interdisciplinary Studies, BS in Psychology, AB in Psychology, and a BS in Criminal Justice, MA in Organizational Leadership. While some of the same courses will be offered on both the Monmouth and Salem campuses, the MA in organizational leadership will only be offered in Salem. A WOU staff person will be on site when classes are being held to assist with technology concerns, assist students with questions (e.g., getting emails to the correct person on campus to assist them), etc. Orientations will be also be held each month and academic advising and financial aid representatives will be available to provide assistance. An open house is being scheduled to provide an opportunity for WOU faculty and prospective students to visit the learning space. It was noted that by offering these programs in Salem, we are also aligning with the Higher Education Coordinating Commission’s (HECC) initiative to reach Oregon citizens who have “some college no degree.”
- **Action team summary discussion:** The [Action Team Summary](#) captures the work developed at the President’s Retreat in September 2017 and refined through the establishment and work of the University Council in 2017-2018. The summary sheet addresses action teams/initiatives still needing to develop a plan and those that are currently in process. The following action teams/initiatives needing to develop a plan were specifically reviewed:
 - **Update on Diversity Plan:** One of the first action items for the UDAC will be to create a Diversity Plan for the university.



- **Widen Course Distribution:** Over the next three-four years, use of remodeled building spaces will be reviewed to determine “best use” of the space. Todd Hall (TH) was used as an example. When the childcare center moves to its new space, TH might be considered for classroom space in an effort to widen course distribution and to utilize buildings close to the core of campus.
- **Make WOU more inviting and welcoming:** It was clarified that the context of this initiative is regarding community engagement (e.g., parking, signage, wayfinding, online tickets) in an effort to be “community friendly” and to communicate to them effectively. It wasn’t referencing WOU from the internal perspective.

The “action teams currently working” were reviewed. Because a leader hasn’t been designated for the action team to “*Create Experiential Learning/High Impact Practices*,” it was suggested that Adry Clark be considered as the lead for this team. This initiative aligns with her role as Director of the Service Career and Learning Development.

Discussion of retention issues and strategies to increase retention

- The retention ideas generated through conversations at the October 12 meeting are listed on the [UC Retention Brainstorming Activity 10.12.18](#) document. It was noted that WOU has a long history of positive retention rates for programs such as Student Enrichment Program (SEP) and TRiO.

Because the role of advisors is critical for retention, it was noted that training opportunities for WOU faculty is crucial. It’s possible that this could take place during fall kickoff week or at division and departmental meetings throughout the academic year, in conjunction with training around the new Gen Ed program.

WOU’s goals to grow enrollment (Salem, new markets/programs), improve retention, and become most affordable public university in Oregon are integrated in the UBAC’s call for initiative proposals.

Concluding comments, President Fuller

- The next NWCCU report is due March 1, 2019.
- The childcare center is scheduled to move to its new space by the end of fall term. The final walk through is set for November 16. Tammy Gardner is the new director.

Meeting adjourned 9:54am.

Upcoming meetings

- Winter term: February 1 and March 8
- Spring term: April 19 and May 17