



**WESTERN OREGON UNIVERSITY BOARD OF TRUSTEES
FULL BOARD MEETING
OCTOBER 28, 2015
WERNER UNIVERSITY CENTER, COLUMBIA ROOM
2:00 PM-6:00 PM
MEETING NO. 10**

BOARD MINUTES

(1) Call-to-Meeting and Roll Call

The meeting was called to order by Chair Jim Baumgartner at 2:02 pm.

The following trustees were present:

Arredondo (arrived at 2:11 PM), Baumgartner, Fuller, Guthrie, Hurtado, Koontz, Llamas (left the meeting at 4:44 PM), Minahan, Mladenovic, Paraskevas, Shetterly, Taylor

The following trustees were absent:

Ingle, Kulongoski

(2) Chair's Welcome

Chair Baumgartner observed that there was a full agenda for the October meeting and reviewed some of the events involving the university. He urged that Board attendance at key events was welcome.

(3) President's Report

Chair Baumgartner recognized President Rex Fuller for a report. Dr. Fuller noted that his written report was a part of the docket materials, but that he would review some important highlights. Fuller reiterated the numerous external events involving the campus, discussed public safety engagement on campus after the tragic shooting at Umpqua Community College in Roseburg, and summarized his State of the Campus address, including topics such as WOU's access mission and enrollment. Fuller reported settlement of the SEIU labor agreement. He also described the shift from

renovating the existing student health and counseling center to building a new structure. The Board asked if enrollment was down and Fuller confirmed that enrollment had declined for the past three years. The Board asked about the HECC chair and the timeline for the student health and counseling center construction. Fuller discussed how other buildings on campus might be repurposed to meet other needs. Several Board members asked about retention and Fuller described data trends. Fuller also noted that departments should start to look at clear pathways to the 180 credits necessary for graduation. The Board discussed retention of Latino students and Trustee Guthrie also observed that the major issue was with retention between the first and second years.

(4) Shared Governance Reports

Chair Baumgartner recognized Dr. Laurie Burton, Faculty Senate chair, for a brief report.

(a) Faculty Senate

Dr. Burton described the Senate's Executive Committee's work in organizing the Senate, the Academic Infrastructure Committee work with regard to the formal proposal process to spend its \$200,000 budget, and the Academic Requirements Committee's work with examining the role the minor plays at the university. Dr. Burton also referenced the Assessment Facilitation Steering Committee, in addition to formalizing some certificate programs on campus, given the change in the state's funding formula. She noted that she would serve as the Faculty Senate's representative on the newly formed Policy Council. Dr. Burton explained that there is new path to consider Fulbright applications. She concluded by noting the Faculty Senate passed its constitution. The Board asked about the graduate certificates and Dean of the College of Education Dr. Mark Girod offered additional information about future graduate certificates.

(b) Staff Senate

Chair Baumgartner asked Chris Solario for a brief report from the Staff Senate. Solario noted that he would have a brief report and observed the Staff Senate was working on Welcome List, staff development, bylaw revision, electronic newsletters, and a special election.

(c) Associated Students of Western Oregon University (ASWOU)

Chair Baumgartner recognized Alma Pacheco, the ASWOU State and Federal Affairs Director, for a brief report from ASWOU. She noted that ASWOU had an emergency election and was focused on the Oregon Student Association's statewide survey. She shared that a representative body—the ASWOU representative assembly or ARA—was created, consisting of the multicultural, equity, and council representative boards. The Board asked Pacheco about her experience as a transfer student.

(5) Public Comment

Chair Baumgartner recognized Dr. Mark Perlman, Western Oregon University Federation of Teachers (WOUFT) for public comment. Dr. Perlman observed the longstanding problem with low starting salaries, particularly for assistant professors. He described the difficulty to attract and retain new faculty and the number of failed searches at the university. He shared that the union and university were still far apart on salary matters in bargaining. Chair Baumgartner noted that, because there was a specific process of bargaining, the Board would not engage in bargaining at a Board meeting. Baumgartner asked for any questions or observations, cautioning the Board against bargaining at a Board meeting. Trustee Taylor noted that salary issues were discussed briefly at the Finance & Administration Committee (FAC) and Baumgartner shared that he appreciated the information and urged the Board to keep the matter on its radar.

(6) Finance & Administration (FA)

(a) Committee Chair's Report

Baumgartner recognized Louis Taylor for a committee chair's report. Taylor noted that the FAC met earlier in the month and addressed a long list of topics. In addition to the numerous FAC topics on this agenda, Taylor shared that Director of Human Resources Judy Vanderburg and Director of the Physical Plant Tom Neal joined the committee meeting to discuss position classifications and the master plan, respectively. Taylor stated that the committee discussed the natural science building renovation and the feasibility of a campus-wide alert system. Taylor also introduced the topic of fund balances and budget development considering state funding. Taylor closed by offering some comments on scholarships available to student-athletes.

(b) Vice President for Finance & Administration Report

Chair Baumgartner turned to Vice President for Finance & Administration Eric Yahnke for a report, observing that many of the FAC agenda items were later on the Board's agenda. Yahnke updated the Board on document imaging projects, participation in various HECC work groups, and the conclusion of the FY2015 external audit.

(c) ACTION ITEM: Finance & Administration Committee Charter

Chair Baumgartner asked for the Board to consider the Finance & Administration Committee's charter as included in the docket materials. Taylor noted that there were not significant changes to the charter and Baumgartner called for a motion to approve the charter of the Board's Finance & Administration Committee as included in the docket materials. Arredondo moved approval, and Shetterly seconded the motion.

The following trustees voted in favor of the motion:

Arredondo, Baumgartner, Guthrie, Hurtado, Koontz, Llamas, Minahan, Mladenovic, Paraskevas, Shetterly, Taylor (Fuller is non-voting).

The following trustees voted against the motion.

None.

The following trustees abstained from the vote.

None.

Motion passed.

(d) ACTION ITEM: FY2015 Year-End Report

Chair Baumgartner asked Yahnke to continue with the FY2015 Year-End Report. Before turning to the docket materials, Yahnke observed that an additional \$150,000 from the closure of the Chancellor's Office moved the year-end fund balance from 15.7% to 15.9%. The report, recommended by the FAC, was included in the docket materials and Baumgartner called for a motion for its acceptance. Taylor moved acceptance, and Paraskevas seconded the motion.

The following trustees voted in favor of the motion:

Arredondo, Baumgartner, Guthrie, Hurtado, Koontz, Llamas, Minahan, Mladenovic, Paraskevas, Shetterly, Taylor (Fuller is non-voting).

The following trustees voted against the motion.

None.

The following trustees abstained from the vote.

None.

Motion passed.

(e) ACTION ITEM: FY2016 Budget

After the Board accepted the FY2015 Year-End Report, Chair Baumgartner asked Yahnke to present the FY2016 budget. Yahnke pointed the Board to two exhibits necessary to explain the FY2016 budget. He explained 2014 and 2015 actuals, noted appropriations were up 29%, and concluded that total tuition revenue was relatively flat,

with an increase of \$500,000. After covering total tuition revenue, Yahnke described WOU's fee remission programs and the opportunity grant impact. He demonstrated the \$216,000 influx from the sale of the previous presidential residence and turned the Board to the traditional mix between tuition and fees and state appropriation. Yahnke shared that 35% of the budget is coming from the state and approximately 60% was coming from students. He explained the increase in personnel costs and the Board asked about the impact of PERS. Yahnke described the unfunded pension liability and discussed, with the Board, the performance of the PERS fund driving the proposed increase in PERS assessments. Yahnke noted that the change in the fund balance—at \$200,000—was relatively flat. Yahnke also walked through expenditures by percentage, demonstrating the university's largest expenditure is on personnel. Yahnke continued, turning the Board's attention to the ten-year financial forecast and noting that many of the assumptions have changed dramatically, including state funding, enrollment, and tuition. Yahnke described the changes in the state's funding formula, stressing the difference between FTE-based and outcomes-based funding. The Board asked Yahnke about retention and enrollment trend lines. Minahan offered perspective on the Western Promise's impact on retention.

Before concluding, Yahnke turned to the FY2016 Q1 Management Report, which captured some of the same information as the budget presentation. Yahnke observed that the auxiliary reserves and designated operations reserves, as illustrated by the docket materials, were adequate in his opinion.

Chair Baumgartner asked that the topics be considered by the Board separately. Chair Baumgartner inquired as to whether there were questions about the FY2016 Budget and asked for a motion to adopt the budget as recommended by the FAC and presented to the Board. Koontz moved adoption, and Minahan seconded the motion.

The following trustees voted in favor of the motion:

Arredondo, Baumgartner, Guthrie, Hurtado, Koontz, Llamas, Minahan, Mladenovic, Paraskevas, Shetterly, Taylor (Fuller is non-voting).

The following trustees voted against the motion.

None.

The following trustees abstained from the vote.

None.

Motion passed.

(f) ACTION ITEM: FY2016 Q1 Management Report

After adopting the FY2016 budget, Baumgartner asked for a motion to accept the FY2016 Q1 Management Report as recommended by the FAC and presented to the Board. Paraskevas moved acceptance, and Shetterly seconded the motion.

The following trustees voted in favor of the motion:

Arredondo, Baumgartner, Guthrie, Hurtado, Koontz, Llamas, Minahan, Mladenovic, Paraskevas, Shetterly, Taylor (Fuller is non-voting).

The following trustees voted against the motion.

None.

The following trustees abstained from the vote.

None.

Motion passed.

(7) Academic & Student Affairs (ASA)

(a) Committee Chair's Report

After a brief break, Chair Baumgartner asked ASAC Chair Dr. John Minahan for a report. Minahan noted that the ASAC had not met, but with all of the new data on budget and enrollment, the committee would have much to discuss and consider. Minahan turned to the Provost & Vice President Dr. Steven Scheck and Vice President for Student Affairs Dr. Gary Dukes for the vice president reports.

(b) Provost & Vice President for Academic Affairs Report

Dr. Scheck shared that the master's program in deaf and hard-of-hearing approved previously was at the accrediting body. He observed that graduate certificates, several of which WOU is considering, present an opportunity to address workforce needs in the state. Board members asked about the upcoming NWCCU accreditation site visit and Scheck noted that there would be ongoing revisions and drafting of the report until the final product would be available early next year. Scheck acknowledged ongoing negotiations with the faculty union.

(c) Vice President for Student Affairs Report

Dukes described ongoing consultations and planning for the new student health and counseling center. Baumgartner interjected the pervasive impact of retention vis-à-vis the new funding formula from the state. The Board asked Dukes about student

perception of campus safety after the Umpqua Community College tragedy and Dukes reported that students feel safe generally.

(d) ACTION ITEM: Academic and Student Affairs Committee Charter

Chair Baumgartner turned to the ASAC action items and Chair Minahan moved approval of the ASAC charter, as recommended by the ASAC and presented to the Board, with Taylor seconding the motion.

The following trustees voted in favor of the motion:

Arredondo, Baumgartner, Guthrie, Hurtado, Koontz, Llamas, Minahan, Mladenovic, Paraskevas, Shetterly, Taylor (Fuller is non-voting).

The following trustees voted against the motion.

None.

The following trustees abstained from the vote.

None.

Motion passed.

(e) ACTION ITEM: Graduate Certificates

After approval of the ASAC charter, Scheck described the graduate certificate docket materials and proposal. Scheck observed that the graduate certificates proposed in the materials were existing programmatic offerings at the university and were recast as graduate certificates because of the HECC funding formula. The Board asked if graduate certificates could be earned concurrently with an undergraduate degree and Schenk confirmed that they could not. With no further questions, Baumgartner asked for a motion to approve the graduate certificates as recommended by the ASAC and presented to the Board in its docket materials. Shetterly moved approval, and Paraskevas seconded the motion.

The following trustees voted in favor of the motion:

Arredondo, Baumgartner, Guthrie, Hurtado, Koontz, Llamas, Minahan, Mladenovic, Paraskevas, Shetterly, Taylor (Fuller is non-voting).

The following trustees voted against the motion.

None.

The following trustees abstained from the vote.

None.

Motion passed.

(8) Executive, Governance and Trusteeship (EGT)

(a) Committee Chair's Report

Chair Baumgartner noted that the EGTC was rather active over the past few weeks, tackling the Board vacancy left by Major General Daniel Hokanson's resignation and the presidential evaluation framework for Dr. Fuller. Observing that the topics would be covered later in the agenda, Baumgartner asked Hagemann for his Vice President & General Counsel report.

(b) Vice President & General Counsel Report

Hagemann outlined his comments would cover four areas: September Legislative Days, November Legislative Days, HECC, and the February Legislative Session. Hagemann shared that the presidents and government affairs representatives had good conversation with Ben Cannon, HECC executive director and Andrea Henderson, the Oregon Community College Association Executive Director, during legislative days in September. Hagemann stated that the public universities would be scheduling legislative appointments during November legislative days. Hagemann continued, sharing that WOU would be the "small school" representative at the upcoming HECC meeting to explain what the university did for student success with its increment of the additional \$30 million appropriated for the universities. Finally, Hagemann described strategy for additional appropriation in February, anticipation of legislation on the minimum wage, and collaboration on a consolidated budget request work group. The Board asked for information about the staffing levels of the HECC and the former Chancellor's Office. At the conclusion of Hagemann's report, Baumgartner turned to criteria the Board might apply in recommending a candidate for its vacancy.

(c) ACTION ITEM: Board Vacancy Protocol

Baumgartner outlined that the Board's bylaws vest authority in the Board Chair to recommend a candidate or candidates to the Governor whenever there is a Board vacancy. He asked the Board for an open discussion about the criteria presented for Board vacancies in the docket materials. He noted that the materials were developed after review of the materials from other public universities. Baumgartner listed several important criteria in developing a recommendation for a new trustee, including commitment to public higher education, regular public or community service, knowledge of complex organizations or academic institutions, demonstrated collaborative leadership, willingness and availability for constructive engagement, open-minded, non-

partisan decision-making, and integrity. Baumgartner also observed the importance of a diversity of experiences, thoughts, backgrounds, and perspectives. He also added the Board might weigh whether or not geographic diversity was important. Baumgartner stressed that he wanted the Board's blessing on an approach to apply criteria to various candidates as he discharged his obligation as Board Chair to make recommendations to the Governor. The Board observed, particularly with Senator Peter Courtney's affinity for WOU, it would be important to consider political connections and candidates that understood how the political hydraulics of the state worked. Some Board members added that private sector experience was useful. Amid conversation about whether or not geographic diversity was attractive, Taylor observed that someone with a fundraising background might compliment the current trustees. Baumgartner stated that someone with a complex business perspective could offer a strategic advantage to the Board. With the benefit of the discussion, Baumgartner shared that he would send out the criteria for the trustees to mull as they considered whether or not they, individually, would have candidates for the consideration. Baumgartner noted it would take careful management and that trustees should call him with any individual questions or recommendations.

(d) ACTION ITEM: Ratification of President Fuller's Contract

After the discussion of the criteria for Board vacancies, Baumgartner asked the Board to consider the ratification of President Rex Fuller's employment contract. Chair Baumgartner noted that the State Board of Higher Education employment contract, which transferred to WOU, was included in the materials. Baumgartner asked for a motion to ratify Dr. Fuller's contract as recommended by the EGTC and presented to the Board. Koontz moved ratification, and Minahan seconded the motion.

The following trustees voted in favor of the motion:

Arredondo, Baumgartner, Guthrie, Hurtado, Koontz, Llamas, Minahan, Mladenovic, Paraskevas, Shetterly, Taylor (Fuller is non-voting).

The following trustees voted against the motion.

None.

The following trustees abstained from the vote.

None.

Motion passed.

(d) ACTION ITEM: Executive, Governance and Trusteeship Committee Charter

The EGTC also made minor changes to its committee charter and Baumgartner, after directing the Board to the written materials, requested a motion to approve the EGTC charter as recommended and presented to the Board. Shetterly moved approval, and Paraskevas seconded the motion.

The following trustees voted in favor of the motion:

Arredondo, Baumgartner, Guthrie, Hurtado, Koontz, Llamas, Minahan, Mladenovic, Paraskevas, Shetterly, Taylor (Fuller is non-voting).

The following trustees voted against the motion.

None.

The following trustees abstained from the vote.

None.

Motion passed.

(e) ACTION ITEM: Election of Board Vice Chair

The EGTC also nominated Cecilia “Cec” Koontz to serve a two-year term as WOU Board of Trustees Vice Chair. Baumgartner explained outreach to trustees, Koontz’s willingness to serve, and the EGTC’s recommendation that the Board elect her as vice chair. Baumgartner asked for motion to elect Koontz as the Board’s Vice Chair. Taylor moved election, and Paraskevas seconded the motion.

Arredondo, Baumgartner, Guthrie, Hurtado, Koontz, Llamas, Minahan, Mladenovic, Paraskevas, Shetterly, Taylor (Fuller is non-voting).

The following trustees voted against the motion.

None.

The following trustees abstained from the vote.

None.

Motion passed.

(f) ACTION ITEM: Presidential Evaluation Framework

Baumgartner turned to the proposed presidential evaluation framework. He observed that the employment agreement required President Fuller to complete a self-evaluation,

but that he should also have clear expectations from the WOU Board. Baumgartner asked President Fuller what he thought might be important in a presidential evaluation framework and Baumgartner, in turn, described how he distilled the employment contract, information from President Fuller, and his own expectations with regard to institutional priorities. Baumgartner asked President Fuller to focus on “integrated institutional governance.” President Fuller shared that he consulted the key opportunities and challenges facing WOU when he compiled information and observations for Chair Baumgartner. Fuller stated that he included information on enrollment and HECC metrics for consideration. The Board, reflecting on the draft document, asked President Fuller if it was reasonable to get an initial self-assessment completed prior to April 2016. Baumgartner explained the sections of the evaluation framework, starting with institutional governance obligations and moving in future years to more strategic achievements. The Board asked whether there would be an opportunity for further input, and Baumgartner shared that there would be opportunity for input, but the dates were mostly driven by the previous framework in the contract. Baumgartner asked for a motion to approve the presidential evaluation framework as recommended by the EGTC and presented the Board. Minahan moved approval, and Koontz seconded the motion.

Arredondo, Baumgartner, Guthrie, Hurtado, Koontz, Minahan, Mladenovic, Paraskevas, Shetterly, Taylor (Fuller is non-voting).

The following trustees voted against the motion.

None.

The following trustees abstained from the vote.

None.

Motion passed.

(9) BOARD DISCUSSION: Campus Climate Survey

Chair Baumgartner recognized Dukes and Dean of Students Tina Fuchs to introduce the Board Discussion the WOU Campus Climate Survey. Dukes explained the recent history regarding Title IX, the US Department of Education, the Dear Colleague letters, and sexual misconduct prevention on college campuses. Dukes and Fuchs turned to highlight some of survey’s findings. Students reported that they felt safe on the WOU campus, and noted that faculty were concerned with their welfare. According to the survey, students also reported that WOU would take a sexual misconduct complaint seriously and a significant percentage noted that WOU would administer the judicial process fairly. While a large number of students knew where to report an incident of sexual misconduct, a relatively large number—28%--did not know where to go. Fuchs explained that the survey could serve as a baseline to measure efficacy on some

prevention initiatives implemented by the university. Guthrie observed that staff have been educated on sexual misconduct prevention as well and could serve as a resource for students. Fuchs walked through areas of improvements, including the numbers of students who experienced sexist remarks, sexual comments, or sexual email. The Board asked for more specific information about the nature of the comments and remarks and Fuchs explained that the survey instrument did not elaborate. Fuchs described the campus resources, including Abby's House. Fuchs also shared her concern with the information reported by students regarding actual events that had occurred to them. Fuchs offered that she was concerned even if something on the list had occurred just once. She further shared that her concern remains because some students are not reporting certain behavior when it occurs to them. Fuchs continued to describe the phenomenon of sexual assault and misconduct between people who know each other and have a level of trust. The Board asked if there were numerous avenues to report sexual misconduct and Fuchs and Dukes explained that there were. They outlined the grant-funded Abby's House resource center on campus. Fuchs and Dukes offered that it was unlikely that WOU would get another grant for a third cycle, as the federal government expected at that time for the institution to fund the resource center institutionally. Fuchs and Dukes described faculty and staff leadership training, as well as training opportunities in various WOU units and departments. Dukes described the on-line training module that was recently required of students, as well as the change in sexual misconduct hearings. He noted that students no longer serve on those hearings panels and they are made up of faculty and staff. Chair Baumgartner asked if there were any further questions or comments and thanked Dukes and Fuchs for the presentation on such an important topic.

(10) Final Announcements

There were no final announcements.

(11) Adjournment

Chair Baumgartner adjourned the meeting at 5:46 pm with a quorum (Arredondo, Baumgartner, Fuller, Guthrie, Hurtado, Koontz, Minahan, Mladenovic, Paraskevas, Shetterly, Taylor)



Ryan J. Hagemann
Secretary to the Board of Trustees