



**MINUTES
REGULAR MEETING OF THE WOU BOARD OF TRUSTEES
JULY 18, 2018
12:00 PM – 6:00 PM
WERNER UNIVERSITY CENTER, COLUMBIA ROOM
MEETING NO. 25**

I. CALL-TO-MEETING/ROLL CALL

Chair Betty Komp called the meeting to order at 12:01 PM and asked Secretary Ryan Hagemann to take roll and make announcements.

The following trustees were present:

Zellee Allen
Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Rex Fuller
Betty Komp
Cec Koontz
Gavin Keulks
Malissa Larson
Lydia Muniz
Lane Shetterly

The following trustees were absent:

Jenny Mladenovic

II. CHAIR'S WELCOME

Chair Betty Komp welcomed the Board and audience and asked all of the new trustees to introduce themselves. After the trustee introductions, Komp recognized Trustee Koontz to share some words about Trustee Baumgartner's service as Board Chair. After recognition, Baumgartner offered some words to the Board. Komp outlined minor changes to meeting and board organization.

**III. LUNCH/SHOWCASE: CAMPUS MASTER PLAN
(*Strategic Plan Update – Appendix A*)**



Chair Komp introduced representatives from SRG Architects to update the Board on Master Plan progress. SRG noted, at the outset, they were pleased the WOU Master Plan was practical, visionary, and transformative. SRG took care to outline the process that led to the draft Master Plan, including the steering and focus teams. SRG discussed enrollment assumptions and the impact on the draft Plan. The architects focused attention on space optimization studies and how the usage patterns might impact the scope of the draft Plan. Komp asked if SRG had studied parking and SRG replied that parking was an important feature, both in terms of capacity and circulation.

SRG pivoted to describing the east-west and north-south circulation patterns of the campus. The architects also discussing campus housing and optimal uses of Parking Lot H behind the Werner University Center and the Grove. SRG discussed the long-term vision for athletics facilities and buildings, as well as the emergence of an arts district. Trustee Allen broached the closure of Monmouth or Church Avenues. SRG mentioned that the steering group had discussed the topic. Trustee Shetterly asked about funding for the Master Plan and Vice President Hagemann updated the Board on the legislative capital process.

Baumgartner asked about construction schedules and projects during the academic year and SRG described how a project schedule might accommodate the academic year. Shetterly asked follow-up questions on the relocation of parking and Allen asked about the enhancement and incorporation of public transportation. Trustee Arredondo noted the student-centeredness of the draft Plan.

IV. [CONSENT AGENDA](#) (April 18, 2018 meeting minutes)

Komp called for motion to approve the consent agenda, consisting of the minutes for the April 18, 2018 Board meeting. Koontz moved approval, and Shetterly seconded the motion.

The following trustees voted in favor of the motion:

Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Gavin Keulks
Malissa Larson
Lydia Muniz
Lane Shetterly



No trustees opposed the motion.

Fuller is non-voting.

Allen abstained.

The motion passed.

V. PUBLIC COMMENT

Komp asked Hagemann for the public comment list. She reminded the audience of the Board Statement on the Conduct of Public Meetings and the Board's guideline of three minutes per person for public comment. Dr. Emily Plec, Professor Ted deChatelet, Dr. Mark Perlman, Dr. Karla Hill, and Dr. Scott Beaver all offered public comment about the state of WOU-WOUFT faculty negotiations.

VI. SHARED GOVERNANCE REPORTS

(1) [Faculty Senate](#)

Komp recognized Dr. Greg Zobel, Faculty Senate President, for a brief report on the Faculty Senate. Dr. Zobel discussed general education reform, the BA/BS task force, Senate committee reorganization, and the on-line summer institute implemented by Dr. Weiwei Zhong.

(2) Staff Senate

There was no update from the Staff Senate at the July 18, 2018 meeting.

(3) ASWOU

Komp recognized Evelyn Guzman, ASWOU President, for a brief ASWOU report. Guzman discussed the organization of the new ASWOU cabinet, new student week presentations, and enhancing student participation.

VII. [PRESIDENT'S REPORT](#) [\(President's Cabinet Reports – Appendix B\)](#)

Komp asked President Rex Fuller for the president's report. Fuller addressed the following items with the Board:

- Introduction of the new Vice President for Finance & Administration Dr. Ana Karaman



- Implementation of the new campus budget process
- Phase-out of the fixed tuition rate Western Promise program
- Commencement update
- Fall 2018 enrollment update
- Search for a new Provost & Vice President for Academic Affairs
- Program review
- Seven-year accreditation cycle and annual preparations for a final report
- Legislative preparations and update
- Interaction with HECC in the development of a 2019-2021 budget proposal
- Changes to the bike rental program and search for a new vendor
- Fundraising for the Jack Morton Lobby in the renovated OMA building
- WOU-WOUFT bargaining update
- Quarterly outreach activities

After the report, Arredondo asked about eligibility for financial aid programs and the marketing to reach eligible students. Executive Director of Marketing and Strategic Communication Erin McDonough discussed approaches to scholarship marketing.

VIII. BREAK

IX. FINANCE & ADMINISTRATION COMMITTEE (FAC)

(1) Committee Chair Report

Komp asked FAC Chair Koontz for a brief committee report, leading into the items on the Board agenda from FAC for action.

(2) Committee Recommendations for Board Action/Discussion

(a) [FY2018 May 31, 2018 Management Report](#)



Komp asked Koontz to introduce the FY2018 May 31, 2018 Management Report. Koontz noted that May was not a particularly busy month, but called attention to the \$2M reduction in the fund balance and services & supplies expenditure increases. After discussion, Komp called for a motion to accept the report as presented and included in the written docket materials. Koontz moved acceptance, and Muniz seconded the motion.

The following trustees voted in favor of the motion:

Zellee Allen
Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Gavin Keulks
Malissa Larson
Lydia Muniz
Lane Shetterly

The following trustees opposed the motion.

Fuller is non-voting.

There were no abstentions.

The motion passed.

(b) [FY2019 Budget](#)

Komp asked Koontz to introduce the FY2019 Budget. Koontz observed that the FAC went through the budget in enormous detail and that interim Vice President for Finance & Administration Dr. Jay Kenton had prepared the budget. Komp noted the student wage budget adjustments, Salem operation funding, additional programmers in University Computing Services, and inclusion of an operating reserve. Baumgartner asked for clarification between the fund balance and the operating reserve. Shetterly inquired if there was a plan to increase the operating reserve over time.

Koontz noted the budget assumptions that assisted in the construction of the proposed budget, including a slight increase in enrollment and increase in fee remissions for students. She described the precarious nature of state funding. Baumgartner asked about process and the approval of a budget in July and October.



After discussion, Koontz, as FAC chair, called for a motion to approve the FY2019 Budget as presented and included in the docket materials. Baumgartner moved approval, and Komp seconded the motion.

The following trustees voted in favor of the motion:

Zellee Allen
Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Gavin Keulks
Malissa Larson
Lydia Muniz
Lane Shetterly

The following trustees opposed the motion.

Fuller is non-voting.

There were no abstentions.

The motion passed.

(c) [Quasi Endowment](#)

Komp asked Koontz to introduce the quasi-endowment proposal. Koontz described the quasi-endowment as a flexible method to earmark funds for student scholarships. She noted after robust FAC discussion, the committee recommended that the quasi-endowment be funded in stages, with the final installment coming at the October 2018 meeting after due diligence and additional information. She asked Karaman for an explanation.

Karaman described her meetings with the State Treasurer and necessity of a university investment policy. She offered several options for the investment of a quasi-endowment, including the state treasurer, the WOU Foundation, and a separate money manager. Karaman noted that she would prepare a quasi-endowment policy and investment policy for the Board's consideration at the October 2018 meeting. Shetterly asked for a technical description of a quasi-endowment and Karaman stressed its



liquidity and the Board control over the endowment. Shetterly noted the possibility of a social investment fund.

Baumgartner asked about other uses of the surplus, and Koontz observed that the funds were one-time surplus funds and should not necessarily be considered for items that would create a higher base budget commitment. Fuller stressed the one-time nature of the funds. Shetterly asked if quasi-endowments were common and Karaman noted that they were. Koontz shared that she was asking the Board to approve the concept, with the policy and other final decisions to come to the Board at the October 2018 meeting

After discussion, Komp called for a motion to approve the creation of a quasi-endowment as presented and included in the docket materials. After further discussion and clarification about the two-step process to bring back other decisions at the October 2018 meeting, Baumgartner moved to ask the Finance & Administration Committee to devise a complete plan for a quasi-endowment to come to the Board in October, and Shetterly seconded the motion.

The following trustees voted in favor of the motion:

Zellee Allen
Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Gavin Keulks
Malissa Larson
Lydia Muniz
Lane Shetterly

The following trustees opposed the motion.

Fuller is non-voting.

There were no abstentions.

The motion passed.



Komp noted that Hagemann had already updated the Board on the 2019-2021 Capital Budget submission to the Higher Education Coordinating Commission.

X. JULY DISCUSSION THEME: STRATEGIC PLAN UPDATE

[*\(Strategic Plan Update – Appendix A\)*](#)

Komp asked Fuller to turn to the July discussion of the strategic plan. Fuller started with revisiting the goals and outcomes embedded in the Plan. He reminded the Board of the University's mission and stressed that the Plan is possible because of the work of faculty. Fuller shared the connection between the university goals established last year with the Board and the strategic plan. He noted progress on the University Budget Committee, University Technology Committee, and general education redesign. Allen asked about out-of-state transfer partners. Fuller discussed the first-year and sophomore retention rates, as well as six-year graduation rates.

Fuller continued the overview of the strategic plan with reminding the Board about the dashboards it previously approved, including a measure for the diversity of faculty and staff, as well as the net cost of attendance. Fuller highlighted the five initiatives embedded in the plan, as well as goals under each initiative. He called attention to capital progress, Salem programming, institutional learning outcomes, advising improvements, budget decentralization, and a salary study for faculty. Baumgartner asked why the university would pursue a faculty salary study and Fuller stressed the strategic goal of fair, competitive salaries and compensation.

Fuller also discussed community engagement, stressing initiatives such as internships, general education reform, food pantry, and alumni connections. He also observed the possibility of campus climate surveys and Monmouth's statement on inclusivity. For accountability, Fuller stressed budget decentralization and data-driven decision-making. The president focused on sustainability and stewardship to conclude, offering promotion of new undergraduate programs, reorganization of The Research Institute, and professional development. Baumgartner noted the importance of strong relationships with the community and measureable outcomes. Arredondo asked if there was a single document that contained all of the goals and progress. Keulks asked the Board not to forget qualitative assessment, as well as measureable outcomes.

XI. BREAK

XII. ACADEMIC & STUDENT AFFAIRS COMMITTEE (ASAC)

(1) Committee Chair Report

Komp recognized ASAC Chair Shetterly for a brief committee report. Shetterly turned to the ASAC action items on the Board's agenda.



(2) Committee Recommendations for Board Action/Discussion

- (a) [Proposal for new degree program: MA in Organizational Leadership \(MA in Organizational Leadership – Appendix A\)](#)

Shetterly described the proposed MA in Organizational Leadership, an essential component of WOU's Salem presence. Baumgartner asked for clarification about the location of the position and Professor David Foster offered that it is targeted to Salem populations, but, because it was on-line, any student could take advantage of the program. Fuller stressed that the degree was an MA in Organizational Leadership and not a MBA. Keulks inquired about the relationship between the undergraduate degree in public administration and the new MA in Organizational Leadership.

After discussion, Shetterly stated the committee's recommendation as a motion to approve the degree program as presented and included in the docket materials, including Appendix A. Koontz seconded the motion.

The following trustees voted in favor of the motion:

Zellee Allen
Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Gavin Keulks
Malissa Larson
Lydia Muniz
Lane Shetterly

The following trustees opposed the motion.

Fuller is non-voting.

There were no abstentions.

The motion passed.

- (b) [Endorsement of WOU participation in Willamette Promise](#)



Shetterly continued with the proposed Board's endorsement of the Willamette Promise. After a brief discussion led by Associate Provost Dr. Sue Monahan, Shetterly called for motion to endorse WOU's participation in the Willamette Promise as presented and included in the docket materials. Koontz moved approval, and Arredondo seconded the motion.

The following trustees voted in favor of the motion:

Zellee Allen
Jaime Arredondo
Jim Baumgartner
Zoe Chan-Tuyub
Gayle Evans
Betty Komp
Cec Koontz
Gavin Keulks
Malissa Larson
Lydia Muniz
Lane Shetterly

The following trustees opposed the motion.

Fuller is non-voting.

There were no abstentions.

The motion passed.

(c) Fall 2018 Enrollment Update

Shetterly acknowledged Vice President for Student Affairs Dr. Gary Dukes for any follow-up to enrollment data presented by the president. Dukes noted an increase in applications and positive signs from first-year and transfer populations. Shetterly highlighted the significant increase in applications from Latino students.

(d) WOU's Salem Presence Update
[\(WOU in Salem – Appendix A\)](#)

Shetterly asked Monahan to update the Board on WOU's presence in Salem. Monahan stressed data about working adults with degrees and the number of Oregon adults with some college, yet no degree. She explained the targeted degree programs for Salem and structure conducive to adult participation. Monahan shared progress with negotiations with Chemeketa Community College about space and degree partnerships.



Baumgartner asked about the veracity of the projections. Fuller stressed that the Salem programs would not displace Monmouth students. Arredondo inquired as to how students and interested persons would find out about the new Salem programs. McDonough shared that her unit added capacity in enrollment marketing. Koontz applauded the move to target new students and new markets.

XIII. EXECUTIVE GOVERNANCE & TRUSTEESHIP COMMITTEE (EGTC)

(1) Committee Chair Report

Komp, as EGTC Chair, offered a brief committee report.

(2) Committee Recommendations for Board Action/Discussion

a) Committee Assignments

Komp announced the new committee assignments for trustees at the outset of the meeting. The assignments were included in the red Board folder.

XIV. FINAL ANNOUNCEMENTS

Komp asked for trustees for any final announcements. She shared that the Board's Office would be scheduling additional training and a tour for the new trustees.

XV. ADJOURNMENT

Komp adjourned the open session of the Board meeting at 5:08 PM and asked the audience to clear the room to permit staff to prepare for the executive session.

XVI. EXECUTIVE SESSION

After the room was clear, Komp asked Hagemann to make the necessary announcements. The board met pursuant to ORS 192.660(2)(f) (to consider a record otherwise exempt from disclosure) and ORS 192.660(2)(i) (to conduct the employment-related performance of a chief executive officer) The media was authorized to attend the executive session pursuant to ORS 192.660(4) provided that the information shared and discussed in the executive session remain undisclosed, but no representatives of the institutionalized news media attended. Pursuant to ORS 192.660(6), no final action was taken in executive session.

In addition to Board members, Secretary Hagemann was permitted to attend the executive session.



After required announcements, the Board conducted President Fuller's performance evaluation consistent with ORS Chapter 192 and the Board Statement on the Performance Evaluation of the University President.

After the executive session, Komp returned to open session to adjourn the meeting at 6:05 PM with a quorum (Allen, Arredondo, Baumgartner, Chan-Tuyub, Evans, Fuller, Komp, Koontz, Keulks, Larson, Muniz, Shetterly).

A handwritten signature in black ink, appearing to read "Ryan James Hagemann".

Ryan James Hagemann
Secretary to the Board of Trustees