



**REGULAR MEETING OF THE WOU BOARD OF TRUSTEES  
MEETING NO. 25 - OCTOBER 17, 2018  
12:00 PM – 6:00 PM  
WERNER UNIVERSITY CENTER, COLUMBIA ROOM**

**MINUTES**

**I. CALL-TO-MEETING/ROLL CALL**

Chair Betty Komp called the Board meeting to order at 12:04 PM and asked Secretary Ryan Hagemann to take roll. The following trustees were present:

Zellee Allen (arrived at 12:32 PM; departed at 3:01 PM)  
Jaime Arredondo  
Jim Baumgartner  
Gayle Evans  
Rex Fuller  
Gavin Keulks (arrived at 12:57 PM)  
Betty Komp  
Cec Koontz  
Malissa Larsen  
Jenny Mladenovic (arrived at 12:17 PM)  
Lydia Muniz (departed at 3:45 PM)  
Lane Shetterly (arrived at 12:09 PM)

The following trustees were absent:

Zoe Chan-Tuyub

**II. CHAIR'S WELCOME**

Komp welcomed the Board and audience to the Board meeting and reminded the Board of the upcoming Homecoming activities.

**III. LUNCH/SHOWCASE: EMERGENCY PREPAREDNESS UPDATE**

Komp recognized Director of Public Safety Rebecca Chiles to update and inform the Board on the University's emergency preparedness activities. Chiles reviewed the relationship between emergency preparedness and the University's strategic plan and WOU's engagement with FEMA and the development of an emergency operations center and emergency policy group. Chiles also reviewed the various preparedness drills on campus, including active shooter, earthquake, and civil protest drills. Chiles



discussed the campus alert systems and various trainings conducted over the course of the academic year. Cec Koontz asked about the Governor's Public Safety Task Force and whether or not recommendations had been implemented. She asked about DPSST training and Chiles reminded the Board that DPSST does not train our campus public safety officers. Jaime Arredondo asked Chiles how the campus communicates emergency information to students. Komp asked if the campus had considered conducting drills during various times during various activities.

#### IV. CONSENT AGENDA (July 18, 2018 meeting minutes)

Komp called for a motion to approve the consent agenda, consisting of the Board minutes for the July 18, 2018 meeting. Mladenovic moved approval and Shetterly seconded the motion. The following trustees voted for approval:

Zellee Allen  
Jaime Arredondo  
Jim Baumgartner  
Gayle Evans  
Betty Komp  
Cec Koontz  
Malissa Larsen  
Jenny Mladenovic  
Lydia Muniz  
Lane Shetterly

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

#### V. PUBLIC COMMENT

There were no individuals signed up for public comment.

#### VI. SHARED GOVERNANCE REPORTS

(1) Faculty Senate



Komp asked Dr. Greg Zobel, Faculty Senate President, to offer a brief Faculty Senate report. Zobel shared information on general education reform, BA/BS task force proposals, Committee on Committees and changes in Faculty Senate committee structure, shared governance and joint meetings with the Staff Senate, changes in technology for disability accommodations, live captioning of the President's State of the University address with the Board. Shetterly asked for an update on the technology and disability accommodation issue. Komp asked about faculty engagement on various task forces.

(2) Staff Senate

Komp asked Rip Horsey, Staff Senate President, to offer a brief Staff Senate report. Horsey shared information about Staff Senate scholarships, improved internal communications, enhance recognition and access to Staff Senate as a representative body, and civility with the Board.

(3) ASWOU

Komp asked Evelyn Guzman, ASWOU President, to offer a brief ASWOU report. Guzman shared information about internal ASWOU trainings, cultural competency, voter registration efforts, digitizing forms for accessibility with the Board, and ASWOU Senate resolutions on ballot measures.

## VII. PRESIDENT'S REPORT

Komp recognized President Rex Fuller for the president's report. Fuller addressed the following topics:

- WOU-WOUFT negotiations and agreement
- Strategic planning implementation and changes in the University Budget Advisory Committee structure
- Establishment of the University Technology Advisory committee
- Enrollment updates
- Approval of the master's degree in Organizational Leadership
- Updates on the establishment of the Salem presence
- Progress on the establishment of a Doctor in Physical Therapy program



- Campus efforts on civility, equity, diversity, and speech
- Preparations for the 2019 Oregon Legislative Assembly
- Pursuit of the University's capital projects, including the Student Success Center and the Physical Education remodel
- Willamette Promise and degree partnership agreements
- Strategic goals of the Finance & Administration units
- Change in the University Computing Solutions name
- Introduction of the University's new Controller
- Change in construction schedule for the new Child Development Center
- Natural Science renovation
- OMA and ITC renovations
- New Student Week
- Neighborhood walks
- Reorganization of the Student Affairs Division
- Restructure and reimagination of the University Diversity Committee
- Retention of a comprehensive campaign consultant
- Homecoming Week activities
- NCAA and intercollegiate athletics updates

VIII. BREAK

IX. ACADEMIC & STUDENT AFFAIRS COMMITTEE (ASAC)

- (1) Committee Chair Report



Komp recognized ASAC Chair Lane Shetterly for an ASAC report. Shetterly noted that many of the ASAC updates were already covered. Several trustees asked about the development of the Doctor in Physical Therapy program.

X. EXECUTIVE GOVERNANCE & TRUSTEESHIP COMMITTEE (EGTC)

(1) Committee Chair Report

XI. OCTOBER DISCUSSION THEME: ENROLLMENT UPDATE

Komp recognized Dr. Gary Dukes, Vice President for Student Affairs, to update the Board on enrollment. Dukes presented the materials in the written docket. Dukes started with a review of the data and updated information on 2018-2019 enrollment. He observed that high school enrollments were flat or declining and, like other institutions, WOU was focusing on non-resident recruitment to bolster total enrollment numbers. Jenny Mladenovic asked about the percentage of Oregon high school graduates that go out-of-state for university.

Dukes also reviewed the ethnicity data of the incoming class and the financial aid changes implemented for the 2018-2019 academic year. Dukes reviewed transfer enrollment, under-represented populations, and graduate enrollment. Dukes also explained consultant recommendations regarding increasing market share of resident students, targeted out-of-state markets, and Hispanic student enrollment. Dukes described the infusion of Spanish programming and tours as part of the strategic enrollment plan.

Gavin Keulks asked Dukes if the admission office was staffed appropriately and requested more explanation of enrollment data. Baumgartner asked whether or not, after focusing on growing enrollment for several years, if the University had considered—strategically—to scale down to a smaller student body. Mladenovic asked about average credit loads and the expectation to graduate in four years. She also inquired about the strategic consideration of graduate program array and whether or not the University's graduate programs were beneficial to and for students. Dukes stressed that retention is a critical component in stable enrollment. Koontz, Baumgartner, and Komp all asked about metrics and measures for various enrollment strategies. Keulks, turning to the data, stressed that the retention of sophomores and juniors was a core issue.

Dukes, after discussion between Komp and Malissa Larson, discussed the scope of accelerated credit and how to accommodate students that bring several credits with them out of high school.

XII. BREAK



XIII. FINANCE & ADMINISTRATION COMMITTEE (FAC)

(1) Committee Chair Report

Komp recognized FAC Chair Koontz for a FAC report. Before turning to the FAC action items on the Board agenda, Koontz updated the Board on the budget training presentation and budget decentralization.

(2) Committee Recommendations for Board Action/Discussion

(a) FY2018 August 31, 2018 Management Report

Koontz asked Dr. Ana Karaman, Vice President for Finance & Administration, to update the Board. Karaman offered brief comments on the August 31, 2018 Management Report, as included in the written docket materials. Koontz asked trustees if there were any questions and directed the Board to the projected fund balance. After discussion, Koontz called for a motion to accept the management report as presented and included in the materials. Baumgartner moved acceptance, and Shetterly seconded the motion. The following trustees voted in favor of the motion:

Jaime Arredondo  
Jim Baumgartner  
Gayle Evans  
Gavin Keulks  
Betty Komp  
Cec Koontz  
Malissa Larsen  
Jenny Mladenovic  
Lydia Muniz  
Lane Shetterly

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

(b) Board Statement on Quasi-Endowment Funds



Before turning to the presentation on the Board Statement on Quasi-Endowment Funds, Koontz asked Karaman for a brief presentation on seismic conditions. A handout from a previous Oregon University System analysis on the seismic conditions of buildings was distributed to trustees in the red folder.

Koontz turned attention back to the proposed Board Statement on Quasi-Endowment Funds. Karaman described the quasi-endowment concept and that the proposed policy was typical across public and private universities. Koontz stressed that putting some surpluses in a quasi-endowment allowed for a different investment lens to benefit students. Keulks asked about the impact on the fund balance and the cost of financial managers. After discussion, Koontz asked for a motion to approve the Board Statement on Quasi-Endowment Funds as presented and included in the written docket materials. Mladenovic moved approval, and Shetterly seconded the motion. The following trustees voted in favor of the motion:

Jaime Arredondo  
Jim Baumgartner  
Gayle Evans  
Gavin Keulks  
Betty Komp  
Cec Koontz  
Malissa Larsen  
Jenny Mladenovic  
Lane Shetterly

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

(c) Board Statement on Investment of Quasi-Endowment Funds

After the approval of the Board Statement on Quasi-Endowment Funds, Koontz turned the second board statement on the investment of quasi-endowment funds. Karaman observed that Keulks' previous question about socially responsible investment was addressed in this Board Statement. Shetterly noted that he might want to see a stronger statement on socially responsible investment. After discussion, Koontz asked for a motion to approve the Board Statement on the Investment of Quasi-Endowment Funds



as presented and included in the written docket materials. Komp moved approval, and Keulks seconded the motion. The following trustees voted in favor of the motion:

Jaime Arredondo  
Jim Baumgartner  
Gayle Evans  
Gavin Keulks  
Betty Komp  
Cec Koontz  
Malissa Larsen  
Jenny Mladenovic  
Lane Shetterly

No trustees opposed the motion.

No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

(d) Investment Manager for Quasi-Endowment Funds

Koontz concluded her presentation with materials on the investment manager for the quasi-endowment funds. After a brief discussion, Koontz called for a motion to approve the Oregon State Treasury as the investment manager and the University Shared Services Enterprise as an investment consultant for the quasi-endowment funds as presented and included in the written docket materials. Mladenovic moved approval, and Baumgartner seconded the motion. The following trustees voted in favor of the motion:

Jaime Arredondo  
Jim Baumgartner  
Gayle Evans  
Gavin Keulks  
Betty Komp  
Cec Koontz  
Malissa Larsen  
Jenny Mladenovic  
Lane Shetterly

No trustees opposed the motion.



No trustees abstained from the motion.

Fuller is non-voting.

The motion passed.

#### XIV. FINAL ANNOUNCEMENTS

Komp asked the Board if there were any final announcements.

#### XV. ADJOURNMENT

Komp adjourned the meeting at 4:16 PM with a quorum of the Board (Arredondo, Baumgartner, Evans, Fuller, Keulks, Komp, Koontz, Larsen, Mladenovic, Shetterly).

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

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Ryan James Hagemann  
Secretary to the Board of Trustees