



**Western Oregon University Board of Trustees:
Academic and Student Affairs Committee
Meeting No. 15 - October 30, 2019
Public Site: Hamersly Library 301A
1:30pm – 3:30pm**

The meeting was called to order by Chair Lane Shetterly.

Committee members present: Zellee Allen, Malissa Larson, Dr. Jenny Mladenovic, Lane Shetterly

University Staff present: Mike Baltzley, Chelle Batchelor, Erin Baumgardner, Kathy Cassity, Tim Cowart, Gary Dukes, Mark Girod, Hilary Holman-Kidd, Sue Monahan, Linda Stonecipher, Annika Thompson, LouAnn Vickers, Niki Weight, Beverly West, Rob Winningham

CONSENT AGENDA

1. The **May 22, 2019 minutes** were approved with no corrections.

Motion: Lane Shetterly
2nd: Jenny Mladenovic
Unanimously approved

ACTION ITEMS

1. **Proposal for new graduate certificate in Interpreting Studies: Teaching Interpreting**

It was confirmed that there is a market for this certificate and no budget impacts. Trustee Allen asked that there be a pathway for the program and Dean Girod confirmed there are external accreditors for the certificate.

Motion: Lane Shetterly
2nd: Jenny Mladenovic
Unanimously approved

2. **Proposal for New undergrad certificate in Professional Writing**

Faculty and budget are already in place and this program will be delivered at both WOU:Salem and the Monmouth campus. Trustee Malissa Larson requested clarification regarding the financial impact of the program being offered in Salem. Larson requested that consideration be given to the costs of interpreting, scribes, and

accommodation expenses when the general overhead costs for WOU:Salem are considered. Dean Cassity spoke to the potential for online long-distance learning and confirmed that the only difference between this class being offered in Salem or Monmouth is the option for faculty to deliver the course as hybrid, in the classroom, or online at either location. It was also clarified that this class will be offered with or without this certificate program.

Motion: Malissa Larson

2nd: Zellee Allen

Unanimously approved

3. Proposal for new undergrad program, Bachelor of Science in Aquarium Science

Associate Provost Mike Baltzley defined this new program that would be in partnership with Oregon Coast Community College (OCCC). The program would allow students to complete a direct path for aquarium science training and also take classes with business and biology that will assist with their aquarium science career. Students in their fourth year would apply to the OCCC cohort program, and if they were not accepted to the program, they would then still be able to complete a different degree.

The committee discussed concerns regarding the number of students that might be interested in this specific degree and also if there would be career opportunities for these students.

In response to the concern about low interest in this program, Dean Cassity noted that this degree would utilize courses currently offered and would not create any new course design for WOU. She clarified that it would be reasonable to assume WOU could have 12 students each year pursuing this degree which would equate to about 36 students taking our undergrad general education at any given time. This program would not have a budget impact. Trustee Shetterly agreed that there seems minimal risk with offering the aquarium science degree but could potentially bring great reward and might bring a niche population to Western.

Dr. Baltzley noted that fourth year students would complete their coursework at OCCC and that communication to the students would clearly define this step in the map of their coursework. Provost Winningham clarified that until a partnership agreement is in place, students would be OCCC students during their fourth year of coursework. However, he noted that Kristin Mauro is working on a dual enrollment partnership with OCCC.

Because this dual-enrollment partnership has not been formerly established, the committee requested that the first two sentences in section 1.d. on page 3 of the proposal (referencing dual-enrollment) be removed before it's forwarded to the full

board and potentially the Higher Education Coordinating Commission (HECC). The academic affairs agreed that this would be done prior to the November 29, 2019 board meeting.

Motion: Zellee Allen

2nd: Malissa Larson

Approved 3-1

Report and discussion items:

1. **Consent Agenda:** At the September 11, 2019 board retreat, there was discussion centered around creating a more defining line between items that require “action” by and items that can be included in the consent agenda for the full board. It was noted that the ASAC committee is charged with the “review and recommendation to the WOU Board of Trustees action on the introduction of new degree, certificate, or minor programs and assurance of maintenance of appropriate standards for academic accreditation.” It was determined that ASAC would forward new degree programs to the board for approval but certificates and minor programs would be part of the board’s consent agenda.

The charter also states that it should be reviewed and assessed by the ASAC at least annually, and any changes should be submitted to the board for approval. Trustee Larson suggested that the charter be assessed at the end of the academic year to reflect on what worked and didn’t work. It was decided that the committee would do a first review of the charter at the next meeting. It could then be determined then when the charter should be reviewed in the future.

2. Academic Affairs Update

- a. **Free Speech on Campus:** Provost Winningham invited the committee to attend the “Free Speech on Campus: Controversial Speakers, University Preparedness and Legal Consideration” forum which will be held on November 7. President Fuller will provide opening remarks and he will join Vice President & General Counsel Ryan Hageman, Director of Public Safety Rebecca Chiles, and ASWOU President Erik Morgan as part of a panel. Trustee Mladenovic asked if WOU has a free speech policy, and it was noted that we currently have a “Time, Place, and Manner” policy in place. It was suggested that this might be something that WOU should pursue. It was requested that a summary be presented at the next committee meeting, with Ryan Hageman invited to give an update.
- b. **WOU:Salem:** Hilary Holman-Kidd gave an update regarding the purchase of the Vick Building, as well as the establishment of the Yost Scholarship. An architect firm has selected for the building renovations and classes are scheduled to

begin Fall 2020. The first community event in the Vick building was held on Monday, October 28th with the Oregon Economic Development Association.

WOU:Salem is doing a lot of outreach to promote the new location which included speaking at the Travel Salem upcoming event. Dr. Sue Monahan gave an update regarding the new programs being offered at WOU:Salem. This update included the course enrollments for Fall 2019 (at the current WESD location). Monahan included survey data from last year's WOU:Salem students and mentioned that there another survey will be given to students this academic year.

- c. Willamette Promise:** Letters were mailed to approximately 2,450 "Willamette Promise" students regarding the credits they have earned from WOU in the 2018-2019 school year through this program. The letter also introduced the possibility of them transferring to WOU and encouraged them to apply for scholarships.
- d. Health Sciences:** Provost Winningham noted that efforts are continuing to revise ORS 352.011, which would grant authority to regional universities to offer applied doctorates. Language has been written for the proposal and President Fuller, David McDonald and Dr. Winningham will be presenting November 18 to the Senate Ed committee at Legislative Days. Their presentation will be followed by the HECC executive director. They are hoping this will be addressed in the February 2020 short session of the legislature. Consideration is also being given to additional health degree programs that could be offered, both undergraduate and graduate programs.
- e. ASAC Showcase, Academic Quality:** Using a display of posters, Dr. Sue Monahan and Dr. Mike Baltzley provided an update on how Academic Quality and Excellence are measured. This included the WOU mission, with regards to curriculum, and the objectives in the accreditation statement that support the pursuit of academic quality. Tim Cowalt, associate professor of theatre/dance, serves as an external reviewer and provided input on the process. He outlined a program evaluation process for the self-study seven-year review. He also gave insight into how the dance department is aligning its program to include constant review for excellence. Dr. Baltzley gave an update on what an annual review of an academic program looks at Western and the five learning outcomes that WOU has identified. Dr. Monahan mentioned that this is looped into WOU's accreditation and the new standards, including student success and effectiveness. Trustee Shetterly requested these updates (posters) be brought to the board meeting. This was agreed upon.

3. Student Affairs Update

- a. **New Student Week:** Dr. Gary Dukes provided an update regarding the New Student Week and the retention events that go on throughout the week. He and his team are considering whether or not the activities should last a full week for if they might reduce the duration to fewer days.
- b. **Video Tours of Buildings:** He also shared a demonstration of some building tour videos that have been made to post online and to use for promotional materials. As an example, he shared a 360° tour of the Health and Wellness Center and a video created to promote graduation.
- c. **Enrollment:** Dr. Dukes noted that this year's enrollment is down 50 students (from last year) and down about 50 transfer students. This decline aligns with the national and state trends. He was encouraged that early numbers for next year appear to be up. Students tend to go to college within about 85 miles of their hometown, so efforts are being focused from Vancouver, Washington down to about Cottage Grove, Oregon. They are also focusing on the community colleges. Washington just introduced a free tuition plan for students, so he commented that this might limit the number of students we recruit from Washington.
- d. Dukes confirmed that the Latinx student population is increasing and this may be due to the support of the new and further outreach being done in the Latinx communities. Application and admitted students from Hawaii are up as well.

The admissions office is having more outreach programs to the Hispanic community to help them understand how the application and financial aid process works. They are also creating more materials in Spanish

- e. **Financial Aid:** A recent report noted that about one third of students who file a FAFSA are being selected verification. Considering WOU's demographics, a large percentage of our students are impacted by this. So it's important that WOU continues to support students who are selected for verification and help them get the documentation that is needed.
- f. **University Diversity & Inclusion Advisory Committee (UDIAC):** Dr. Dukes serves as the President's Cabinet liaison for UDIAC. At their summer retreat, they discussed the need to adapt recruitments to draw a more diverse pool. The committee had a retreat during the summer.

g. Students Voting Participation: Dr. Dukes was encouraged that a recent report from a national organization noted a majority of WOU students are voting. The number of students is above the national average.

Meeting was adjourned at 3:10pm.