



Appendix B

President's Cabinet Reports

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- 6) Dr. Rob Winningham, Provost & Vice President for [Academic Affairs](#)

Board of Trustees Report – April 17, 2019
Curtis Campbell
Executive Director of Intercollegiate Athletics

1. Student Success: Winter Quarter 2019

- A team of athletic administrators and student-athletes attended the NCAA DII APPLE Institute in Dallas, TX. The conference focus was on alcohol, tobacco and other drugs (ATOD) and the effects on athletic performance and mental health. A component of the conference was to develop a plan to bring back to our campus. Our APPLE team will work with campus partners over the coming months to develop an education plan for our department.
- Athletic Director met with SAAC to discuss the “State of WOU Athletics” and answer questions.

- **Men’s Basketball**

Qualified for West Regional

- Won 20 games
- Advanced to the GNAC Tournament Championship game
- Riley Hawken named to 2nd Team All-GNAC
- Riley Hawken and Buster Souza named Academic All-GNAC

- **Women’s Basketball**

Natalie DeLonge named 2nd Team All-GNAC

Natalie DeLonge, Olivia Denton, Ali Nelke and Taisha Thomas named Academic All-GNAC

Ali Nelke named to Google Cloud Academic All-District Team

- **Indoor Track and Field**

Five student-athletes qualified for the NCAA DII National Championships

- Olivia Woods finished 5th in the 800 meter run at DII National Championship
- Olivia Woods set new school records in the 400 and 800 meters
- Cody Warner won the GNAC championship in the 60 meter dash
- Justin Crosswhite won the GNAC Championship in the Mile
- WOU had seven All-GNAC performers

2. Academic Excellence: Winter Quarter 2019

- Baseball Team GPA: 3.19
- M-Basketball Team GPA: 2.65
- Football Team GPA: 2.64
- M-Track & Field Team GPA: 3.19

Men’s Teams GPA: 2.91

- W-Basketball Team GPA: 2.97
- Soccer Team GPA: 3.38
- Softball Team GPA: 3.42
- W-Track & Field Team GPA: 3.37
- Volleyball Team GPA: 3.41

Women's Teams GPA: 3.31

ATHLETIC DEPARTMENTS COMBINED GPA: 3.11

3. Community Engagement: Winter Quarter 2019

- SAAC Toy Drive
 - Collected both funds and toy donations for Darian's Gift who help support local families with children in treatment for childhood cancer so that they too could have a happy holidays
 - Did a fundraiser for Central Youth Sports and raised \$300

4. Accountability: Winter Quarter 2019

- Prepared Presentation for IFC
- Prepared Presentation for UBAC
- Currently working on FY20 Budget for Non-E&G indices
- Auditing athletic scholarship budgets for 2019-20 academic year

5. Sustainability and Stewardship: Winter Quarter 2019

- Entered into an agreement with "The Independence" (new hotel in Independence) to become official GNAC and WOU Athletics Hotel
- Athletic Auction will be held on campus in NPE first time in the 33 year history of the event on June 1, 2019
- Continuing to solicit and secure gifts for the Drive for 325 and Athletic Alumni Challenge

Board of Trustees Report – April 17, 2019
Dr. Gary Dukes
Vice President for Student Affairs Report

Admissions and Enrollment

Applications and the number of admitted students continue to run behind from last year. Freshmen applications are down 4.7% and Freshmen admits are down 2% from this time last year. We continue to solicit applications to WOU and reach out to students who have started the application process, but haven't completed the process.

We have also been engaged in multiple activities to increase yield and identify students who have committed to WOU.

- At the end of March, a letter went out to all admitted students from President Fuller and Student Body President encouraging them to let us know they are coming in fall.
- The first week in April packets were sent to families so they can work with their student in get them ready for fall and inform them about many of the processes the student needs to navigate such as setting up their Portal and e-mail.
- We have been holding admitted student receptions around the state. Receptions have been held in Medford, Redmond, Eugene and Portland. On April 28, we will host our final reception here on the WOU campus.
- As our counselors make visits to high schools with larger number of WOU admits, they are coordinating a time to gather the students for pizza and conversation to build the connection to WOU and answer questions students may have.
- Our admissions staff continue to make calls, send e-mail and texts and other forms of contacts with students who have both applied and have not completed their application, and our admitted students.
- Next month we will be registering and orienting new students for classes who live in the states of Hawaii and California. We will have a team in Hawaii on May 5 and 6, and a team in California on May 14 and 15.
- Finally, we mailed out official Financial Aid award notification letters on April 12. Letters went out to all students who had their FAFSA sent to WOU, whether they have applied and been admitted or not, in the hope we might encourage students to apply or complete their application for WOU. This timeframe for letters being sent out is earlier than we have sent in the past and our hope is this will also increase our yield of students making the decision to come to WOU.

I traveled to Guam and Saipan on April 6-12 to recruit students from these two territories. The Superintendent of public schools in Saipan is a WOU alum. In addition, Saipan offers students scholarships through the Million Dollar Scholars program and WOU currently has two students as part of this program. Our hope is we can grow this possible pipeline from Saipan.

University Diversity and Inclusion Advisory Committee

On April 4 we reconstituted the University Diversity and Inclusion Advisory Committee. I am serving as the cabinet liaison to the Committee. Dr. Fuller attended this meeting and discussed his hopes for the committee including creating a strategic plan in the near future and working with Human Resources on a Campus Climate survey. The Committee is excited to start their work and plan to meet several times before the end of this term.

Incidental Fee Committee

The Incidental Fee Committee has completed their work of determining and allocating the Student Incidental Fee for next year. The Committee raised the fee by \$16 per student per term for a total of \$379 per term. This is an increase of 4.41%. The Committee has been challenged in maintaining current service levels and trying to limit the increase of the fee given lower enrollments. Most of the funded areas received less money than what was considered their current service in order to maintain this balance and not exceed 5% which would then need Presidential and Board approval.

Staff Kudos

Tina Fuchs, Associate Vice President for Student Affairs and Dean of Students, received the Kay Rich Lifetime Achievement award from the Northwest Association of College and University Housing Officers – International. This is the highest award they award and recognizes the service a member has given to the region.

Board of Trustees Report – April 17, 2019
Ryan Hagemann
Vice President & General Counsel Report

2019 Legislative Assembly

The 2019 Legislative Assembly has moved quickly through its first two months. The Oregon Council of Presidents (OCOP) and the Legislative Advisory Council (LAC) continue to meet at least twice weekly and manage the session for the benefit of the seven public universities. With the Joint Committee on Ways & Means, including its subcommittees, meeting, as well as the cognizant policy committees (Senate and House Committees on Education) convening, we have hit several milestones with the potential for major impact on higher education generally and Western Oregon University specifically. April 9 was the first chamber work session deadline; generally, after this deadline, proposed bills that have not been worked in their chamber of origin are dead. While there are always exceptions (Ways & Means and Rules Committees, for example, stay open through the end of the session), it is a major marker in understanding the universe with which we need to contend until sine die.

The public universities—including WOU—have been focused on budget intently from well before the opening day of the legislative session. From the outset, the universities have signaled that a \$120M increase to the Public University Support Fund is necessary to pay for current services and keep resident, undergraduate tuition under five percent. This has been a consistent narrative to state and legislative leaders from that point. In early March 2019, the Ways & Means Tri-Chairs (there are now three co-chairs of Ways & Means: Representative Dan Rayfield for the House of Representatives and Senators Betsy Johnson and Elizabeth Steiner-Hayward for the Senate) released their budget framework that would inform their deliberations, agency presentations, and the final budget on which the Legislature will vote later in the session. As you recall, when Governor Brown released her Governor's Recommended Budget (GRB) by the December 1 statutory deadline, the Public University Support Fund (PUSF) from which the public universities receive their state appropriation was flat-funded. The Governor also described in her GRB that she expected the universities and the PUSF to be included in any revenue discussions and signaled that the \$120M increment that the universities requested to remain steady-state would be available if there were new revenue. In the Tri-Chairs budget, with no new revenues, the PUSF is to be increased by an increment of approximately \$40M, or about one-third of the increment necessary to pay for steady-state, considering increased costs, inflation, and increased PERS costs and assessments.

The GRB may be viewed here:

https://www.oregon.gov/das/Financial/Documents/2019-21_gb.pdf

The Ways & Means Tri-Chairs framework may be viewed here:

<https://www.oregonlegislature.gov/lfo/Documents/2019-21%20Co-Chair%20Balanced%20Budget.pdf>

After the release of the Ways & Means framework, the universities were a part of higher Education Coordinating Commission's (HECC) budget presentation to Ways & Means Education Subcommittee, co-chaired by Senator Lew Frederick and Representative Susan McLain. The universities presented over three days (March 29, April 1, and April 2), which included a full session of public testimony.

The entire presentation to the Ways & Means Education Subcommittee presentation may be viewed here (with the public university days starting at slide 321):

<https://olis.leg.state.or.us/liz/2019R1/Downloads/CommitteeMeetingDocument/175464>

After our—amid the HECC's comprehensive agency budget presentation—time with the Ways & Means Education Subcommittee, the Legislature's Joint Committee on Student Success released its approach to student success and revenue on April 4, 2019. As you might recall, the Joint Committee on Student Success was created to gather information on student success—particularly in the K-12 sector—and devised an approach to a revenue package that would make the most impact in that sector. To date, while the universities have had discussions about whether or not the PUSF—as well as the community colleges—would be included in a revenue proposal, legislative leaders, to date, have resisted community college or university inclusion in the student success revenue package. At a high level, while the Committee did not propose a concrete number for a revenue proposal, the “Fund for Student Success” embedded in HB 2019 (The Student Success Act) would direct a sum to the State School Fund and, then, the remaining moneys would be directed 20% to an Early Learning Account, 50% to a School Improvement Account, and 30% to a Statewide Initiative Account. After the release, the Governor reiterated her expectation that colleges and universities be included in any future revenue package. On April 4, 2019, the Statesman-Journal stated: “When asked if the legislature is moving in the right direction on higher ed funding, Gov. Kate Brown took issue, saying ‘Not as far as I’m concerned. My understanding is that there are no resources in the investment package at this point in time for higher education...I think I’ve been very clear that it’s my expectation that those resources be included. I want to create a seamless system of education from cradle to career...I believe that universities and community colleges are a part of that.’”

The conceptual amendment outline for HB 2019 may be viewed here:

<https://olis.leg.state.or.us/liz/2019R1/Downloads/CommitteeMeetingDocument/187687>

Separate from the budget, the public universities are working on many policy bills that could impact university operations. They include:

- SB 800: Senate Bill 800 proposes to authorize HECC to develop standards for dual credit programs, including WOU's Willamette Promise. The universities—with divergent opinions on the need and scope of this bill—nonetheless reached consensus on SB 800 amendments that would take advantage of prior work on HB 2998. At this juncture, SB 800's primary advocates were pushing forward and the universities continue to work with each other, the cognizant legislative committees, and the advocates to come to consensus on a path for this bill.
- SB 576: In the wake of the tragic murder of a Central Oregon Community College student after a security officer lured her into his vehicle, SB 576—Kaylee's Law—proposes several new restrictions on private security and special campus security officers on college and university campuses—both public and independent—throughout the state. Because special campus security officers at the public universities are unique as compared to private security, the universities worked hard with the Department of Justice and the Senate Judiciary Committee to secure important amendments that preserve the essential character of these officers, while accomplishing the objectives of the bill at the same time.
- SB 726/SB 479: These companion bills propose major changes to the protections of sexual harassment victims and how settlement agreements may be crafted between employers and those subjected to sexual harassment. Several university representatives, including government affairs representatives and attorneys, have worked tirelessly with the sponsors—Senator Kathleen Taylor and Senator Sara Gelser—to secure important amendments to the bills to avoid unintended consequences.
- HB 3415: House Bill 3415 proposes required content for sexual harassment and sexual violence policies at institutions of higher learning in Oregon. After the Trump Administration rescinded Dear Colleague letters addressing Title IX and sexual violence on university campuses last year, some were concerned that Oregon needed a state response to shore up the changes. The universities were successful in convincing leaders that the federal government had changed no rules or regulations and, therefore, we would continue with current practice. In late 2018, the US Department of Education released proposed rules that would codify many changes with which state leaders and universities were concerned. Although federal rulemaking takes substantial time and the changes are not official or enforceable yet, House Bill 3415 proposes to codify—at the state level—some of these key protections from the previous Dear Colleague letters. University representatives have worked with the Department of Justice and legislative leaders to secure key amendments that would minimize any confusion

between state law requirements and the swirl surrounding federal rulemaking at this juncture.

Policy Council

As previously reported, in order to increase the efficiency and effectiveness of policy development on campus, I proposed to the president and cabinet an intermediate step in policy drafting and consideration. Currently, “responsible officers” shepherd policy proposals from their units to the Policy Council for final consideration. After the Policy Council consideration, proposed policies are posted for public comment and, after that, submitted to the president for approval. This structure, however, proved less-than-ideal in shepherding actual drafts for development prior to Policy Council submission. For the final quarter of the 2018-2019 academic year, because the Policy Council meets on a quarterly basis, I have developed an Executive Policy Group (EPG) to meet with each member of the President’s Cabinet to enumerate the most pressing policy needs. These meetings will allow for me to construct the agenda/work plan for this quarter. This group will meet monthly in order to manage progress on preparing drafts for consideration. Policy proposals will still be submitted to the full Policy Council—with shared governance expectations—at the end of the quarter consistent with the current process and the Board Statement on the Delegation of Authority. After this quarter, with some experience, I will propose official changes to the Board Statement on the Delegation of Authority to memorialize the creation of the EPG.

WOU-WOUFT Joint Labor-Management Committee

I continue to participate in productive meetings with the WOUFT Executive Council. The Joint Labor-Management Committee was created and included in the WOU-WOUFT collective bargaining agreement. It was designed as a venue for collaboration and conversation between bargaining sessions on matters of concern for either party and a place where current provisions of the agreement could be discussed.

TRI and Sponsored Activities Reorganization

After the University engaged the national firm Baker Tilly for assistance in evaluating the University’s sponsored activities portfolio—including The Research Institute (TRI)—I have participated in several meetings and retreats to absorb the findings of the privileged report and assisted the president and provost in devising the University’s path forward to reorganize sponsored activities on campus in order to resonate more clearly with the strategic plan and enhance the University’s approach to external funding.

Procurement

Carson Campbell (Associate Vice President and Deputy General Counsel) and I met with colleagues at other institutions, including a lengthy interaction with Oregon State University to gather ideas to finalize a complete overhaul of the University’s procurement code and practices. The first, complete draft of the University procurement code is nearing completion and will be discussed with the major units on campus with

particular insight into procurement (Facilities, Business Services, and TRI, to start) to make final changes before it works its way through the final policy process. As this process unwinds, Carson and I still dedicate substantial time and effort managing the University's contracting process. In the last quarter, we have either drafted or reviewed over 100 contracts, including significant construction agreements for the renovations of the Oregon Military Academy and the third phase of the Instructional Technology Center renovation.

Litigation

I continue to manage, with the assistance of outside counsel as appropriate, a handful of litigation matters. When covered by PURMIT or insurance, I work with PURMIT and our third-party claims administrator to manage the caseload. Further discussion of litigation matters, due to the attorney-client privileged nature of the cases and materials, must be conducted in executive session or privileged communication with Board members.

PURMIT

In early February 2019, as WOU's PURMIT trustee, I attended the PURMIT quarterly meeting. PURMIT meets in late April 2019 to finalize the terms on all of the FY2020 insurance renewals, based on experience over the past year, the market, and information gathered by the Risk Council. Information the Public University Risk Management and Insurance Trust (PURMIT) may be viewed at: www.purmit.org.

Cultural Competency

In 2017, the Oregon Legislature passed HB 2684, which outlines new requirements for colleges and universities regarding cultural competence training, goals, and board reports. The university's approach to this bill must "give equal weight" to students, faculty, staff, and administrators. I met with Evelyn Guzman, ASWOU President, and Erik Morgan, ASWOU Vice President, on initial ideas about how to organize the University's approach to, and compliance with, HB 2684. The first requirements are due December 31, 2019, so it is our intent to have a concrete outline prior to the end of the academic year in order to facilitate the necessary engagement with shared governance and other campus stakeholders.

The bill may be viewed here:

<https://olis.leg.state.or.us/liz/2017R1/Downloads/MeasureDocument/HB2864/Enrolled>

University Committees

I continue to participate and contribute to the President's Cabinet, the University Council, and the CARE Team. Additionally, I continue to participate and contribute to several inter-university committees, including the Legislative Advisory Council, the Board Secretary Group, and the University General Counsels.

Board of Trustees Report – April 17, 2017
Dr. Ana Karaman
Vice President for Finance & Administration

- **All:** Developed Divisional Strategic Plan to support the University Strategic Plan
- **Public Safety:** Hosted FEMA training in February for the University Emergency Planning Team. The training was also attended by OSU staff, Polk and Marion Counties Fire Department, and Salem Fire Department.
- **Facilities:** OMA and ITC construction process is underway, summer capital improvement projects are being finalized, Natural Science building is in the final phase.
- **Budget and Planning:** TFAC process is completed, FY20 budget process is underway, budget training is ongoing, planning budget conversation for 19-20 Academic year
- **University Computing Solutions:** Ellucian mobile is currently in the TEST instance of Banner and has been made available to all UTAC members. The plan includes rollout to PRODUCTION in May. The application will allow students to register for classes, review their bills, and receive notifications and other functionalities on their cell phones. Continue to improve cybersecurity.
- **Treasury:** preparing to fully transition bank reconciliation in house. Quasi-endowment is fully invested
- **Accounting & Business Services:** Amazon Business account has been rolled out to pilot departments. Goal is to introduce this business account across the University. It is a current best practice in purchasing for enhancing internal controls and efficiencies.

Other Important Achievements

- Reina completed her Master's of Science in Industrial Organizational Psychology and received Society for Human Resource Management Certification
- Christeena is officially a private pilot

Board of Trustees Report – April 17, 2019
Erin McDonough
Executive Director for Advancement & WOU Foundation

Advancement

Gifts through March 31

Total cash and stock gifts into the WOU Foundation as of Mar. 31 are approximately \$1.53 million.

Success on Giving Day and Annual Giving updates

- In September of 2018 we launched the WOU Sustainer program. It aimed to increase our monthly reoccurring donors. Since the launch seven months ago our total number of sustaining monthly givers has increased by 22%.
- In February, we debuted our new online giving platform, Online Express. Giving online has become much more streamlined and easy for the donor. The platform also utilizes features like Givealanche, a social media outreach tool, which we hope to leverage in the future.
- March 5 was our annual Giving Day. Nearly \$70,000 was raised during the campaign.

Here's a look at the evolution of Giving Day:

- 2016: less than \$2,000
- 2017: approximately \$25,000
- 2018: nearly \$48,000
- 2019: nearly \$70,000
- Giving Day featured our most deliberately executed email push. Five emails provided new content (videos, etc), and updates regarding the challenges. Total email opens on the day were 5,355.
- There were six giving challenges exclusive to the Giving Day campaign, four of them were brand new. All six were met.
- As of April 1, \$105,000 has been raised for the Annual Fund (general unrestricted dollars).

100 Opportunities campaign

The WOU Foundation Board's annual campaign to raise money for scholarships is in its 2nd year. So far this year, more than \$86,000 has been raised towards this campaign. Including, \$51,000 in general scholarships and \$35,000 in new restricted scholarship funding. These are current use dollars intended to be used for students in the 2019-2020 academic year.

Four fundraising events this spring are planned to help raise scholarship funds:

- April 23: Portland Law & Business reception, Host: Ron Clark '83, Foundation Board member
- May 11: Wine & Cheese reception at St. Josef's Winery in Canby, Host: WOU Foundation Board

- May 23: Salem Reception, Hosts: Gayle Caldarazzo-Doty, Mike Morgan '70, Carly Neal, Foundation Board members
- June: Women's Leadership group, Host: Gayle Evans

Campaign readiness enters next phase

Shelly Parini with Parini Connects, LLC, the consultant hired by the WOU Foundation Board, has continued her work. The research phase, consisting of eighteen one-on-one interviews and five focus groups has been completed. Planning efforts begin on April 13 with a day-long retreat and Shelly's final "road map" will be presented to the WOU Foundation Board on June 8.

Alumni & Friends activities grow

- The Alumni board had a great meeting on January 12. All 13 committees reported on their progress. The board voted to continue to support the Food Pantry and Veterans Services.
- There have been two After Hours events, both in Salem. There is another one planned for April 9 prior to the Jensen Lecture. We've enjoyed meeting new alums and connecting with folks we have not previously seen at events. After Hours events, hosted by various alums, are held the first Tuesday of the month in various locations.
- The Emeritus Society raised more than \$12,000 for Giving Day through a match and people's generosity.
- The 2019 Alumni Award of Excellence finalist has been selected and a final vote happens on April 6.
- Alumni Relations is once again working with campus partners to host a LGBTQ + Allies reception prior to the Coming out Monologues on 4/29.
- Dr. Fuller presented to a group of retirees and emeritus faculty on 2/28 and answered their questions as well as shared all of the great and exciting happenings at WOU.
- Alumni Relations worked with business professor Paul Disney to match students in the BA474 class with alumni mentors.
- The partnership with Columbia Sportswear and WOU Alumni Relations is strengthening and along with offering exclusive shopping passes to alumni, students, faculty and staff we are working on future events at their employee store.
- A series of What's New at WOU events will be kicked off this summer, this traveling "road show" aims to share news with alumni and friends around the state.

Strategic Communications & Marketing (MarCom) efforts

- The spring edition of Western Edge is being printed and mailed in April and is mailed to more than 30,000 households.
- The team works actively with Admissions and has recently been a part of initiatives to increase yield with a collaborative group from across campus.

- Partnering with Development, a robust social media campaign for Giving Day including a new toolkit, resulted in increased content and engagement and growing interest from groups around campus who want to participate.
- As part of larger campus efforts, we completed a communications annex for the Emergency Operations Plan, which defined procedures for communicating in an emergency.
- A marketing project plan has been created for the spring quarter to expand our reach to admitted and prospective students including Spanish language ads, a video contest, high school outreach and more.
- Ten buses in Salem have images of Wolfie and messaging about WOU:Salem to increase visibility. They will run between March 15 and June 15.
- The team continues to provide services and outreach including: social media, earned media, writing/editing, graphic design, web updates and more.

Board of Trustees Report – April 17, 2019
Dr. Rob Winningham
Provost and Vice President for Academic Affairs

1. Doctor of Physical Therapy (DPT)

The State-wide Provost Council (SPC) unanimously approved the DPT Program Proposal on March 5th, along with OSU-Cascades' DPT Proposal. The SPC drafted a document that convincingly demonstrates the educational, workforce and healthcare needs in Oregon that support additional DPT programs. WOU's DPT proposal will be voted on at HECC, presumably as a consent agenda item, after we change an ORS (352.011):

Western Oregon University, Southern Oregon University and Eastern Oregon University are established as comprehensive universities that offer a full range of baccalaureate programs and graduate programs through the master's degree.

<https://www.oregonlaws.org/ors/352.011>

We plan to submit a substantive change request to NWCCU in order to be designated as a doctoral degree granting institution. In that effort Provost Winningham and Associate Provost Monahan have given presentation at elicited feedback from:

- Graduate Studies Committee
- Faculty Senate
- University Council
- College of Liberal Arts and Sciences' Division Chairs Group
- College of Education's Division Chairs Group

They have produced a campus wide survey to assess our readiness in terms of mission, culture and resources.

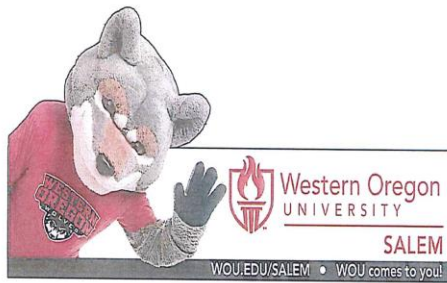
Finally, a campus wide town hall will be held on April 26th 9-11am to share the results of the survey and provide on more opportunity for input, before the substantive change proposal goes to NWCCU.

2. WOU:Salem Updates

Even before we can officially start program at our Salem campus (e.g., Master of Arts in Organizational Leadership or Applied Baccalaureate in Liberal Studies) we have sustainable enrollment numbers.

CRN	Course Prefix	Course #	Title	Instructor Last	Instructor First	Max Enrollment	3/12/19	% Enrolled
31632	WR	301W	Integrating Writing and Design	Soderlund	Lars	25	17	68.00%
31655	HIST	301	Introduction to Historical Research: Vikings	Swedo	Elizabeth	25	5	20.00%
31755	WR	122	College Writing II	Haas	Matt	25	5	20.00%
31765	CA	407	Seminar: Self Expression as Solo Performance	deChatalet	Ted	16	2	12.50%
31754	CJ	457	Motivational Interviewing: Helping People Change	O'Connor	Tom	35	6	17.14%
30555	BA	362	Business Ethics	Disney	Paul	35	10	28.57%
30548	BA	315	Financial Management	Mahoney	Anna	35	26	74.29%
31702	OL	493	Organizational Communication	Backus	Nick	20	1	5.00%
31703	OL	593	Organizational Communication	Backus	Nick	20	0	0.00%
Summary								
Total WOU:Salem Capacity		236						
Total WOU:Salem Enrollment		72						
Percentage of Capacity		30.51%						
Average Students per Class		9						

We have put advertisements on 10 buses in Salem.



4. Willamette Promise

Willamette Promise, our assessment based learning program that delivers accelerated college credit in 43 school districts and 60 high schools is continuing to do well. Since 2014:

39,761 credits have been earned

6,807 students have been served

27 courses have been offered

\$8,151,005 in potential savings according to Willamette ESD

36% of the credits were awarded to Hispanic students

41% of the credits were awarded to economically disadvantaged students

We are reaching more underserved and underrepresented students with Willamette Promise and closing the achievement gap.

5. Registration Holds and Nudges

We have implemented a process to nudge students who did not register during registration week. We have also changed our procedure and timing for removing advising holds that prevent students from registering. Niki Weight, Director of the Student Success and Advising Office will give a more detailed report.

Advising Holds Plan

Each fall, winter, and spring term at WOU, undergraduate students have advising holds placed on their account in order to encourage them to meet with their advisor and ensure they are on track for graduation. Effective Spring Term 2019, the following plan outlines when advising holds will be placed and expired. It also includes an email timeline for sending hold and registration notices to students, faculty, and staff. The implementation of this plan is the responsibility of the Director of Student Success and Advising.

Monday of Week 5: First, we will request advising holds to be placed within 1 business day by Mike Soukup in UCS. After they are placed, we will send an email to all enrolled students notifying them of their advisor hold and encouraging them to meet with their advisor before registration week. Then, we will also send an email to all faculty and staff notifying them that advisor holds have been placed and reminding them of the date registration begins.

Week 9: After registration week has ended and registration is open for continuing students, we will request a report of undergraduate students who were enrolled for the current term but are not enrolled for the upcoming term. Students will be filtered by their assigned advisor and advisors will be set a personalized student list to each advisees who have not registered for the upcoming term. Advisors will be asked to reach out to their advisees to come in for advising to register for the upcoming term. The email to advisors will also include a sample registration “nudge” email that they can use as a template for their emails if they choose to do so.

Week 10: We will request an updated enrollment report to determine if numbers of students registered increased after individualized advisor “nudges.”

Thursday of Finals week: We will request a final enrollment report to see which students still have not registered and identify which students still have an advising hold. At that point, we will contact UCS to have any remaining advising holds expired that day. Then, we will send a general registration nudge from advising@wou.edu to students who had an advising hold letting them know it has expired and encouraging them to register and follow up with their assigned advisor. Additionally, we will send a similar registration nudge to any other students who have still not registered but who did not have an advising hold. These emails will include an invitation to meet with Student Success and

Advising if they need assistance with choosing a major or being successful at WOU, how to find and change advisor information, and information about common holds and contacts for the holds. See Appendix B for SSA registration nudge email templates.

On March 2nd 2019, before the registration nudges, there were 19% of students who hadn't registered for spring quarter (this is after registration week). After the last nudge, on March 29, there were only 6% who hadn't registered.

Winter Term 2019 Registration Nudge Stats							
Date Enrollment Status Checked	Date Registration Nudge Sent	Students Not Registered Spring Term 2019	Applied for Graduation Winter Term	Students Attending OHSU (Not Registered)	Total Students Not Registered* (excluding graduating and OHSU students)	Percent	Total Students Enrolled Winter Term 2018
3/2/2019	3/2/2019	922	128	40	754	19.0%	4143
3/9/2019	n/a	502	1	n/a	501	12.6%	
3/21/2019	3/21/2019	334	4	n/a	330	8.3%	
				Suspended Students (Not Registered)	Total Students Not Registered (excluding graduating, OHSU, and suspended students)		
3/29/2019	n/a	259	8	15	236	6.0%	

**Totals include those not registered at initial date of enrollment check on 3/2/19. Additional students previously registered who later dropped classes were not included in these calculations since they did not receive registration nudges.*

6. General Education Update

The revised General Education is ready for the Fall 2019 launch.

Following an enormous effort, we now have fully realized General Education program!

First year Seminars

52 unique seminar topics; 71 total sections

Foundations

9 Mathematics courses

2 Writing courses

4 Critical Thinking courses

1 Health Promotion course

37 Communication and Language courses •

Exploring Knowledge

52 Literary and Aesthetic Perspectives courses

25 Scientific Perspectives courses

41 Social, Historic and Civic Perspectives courses

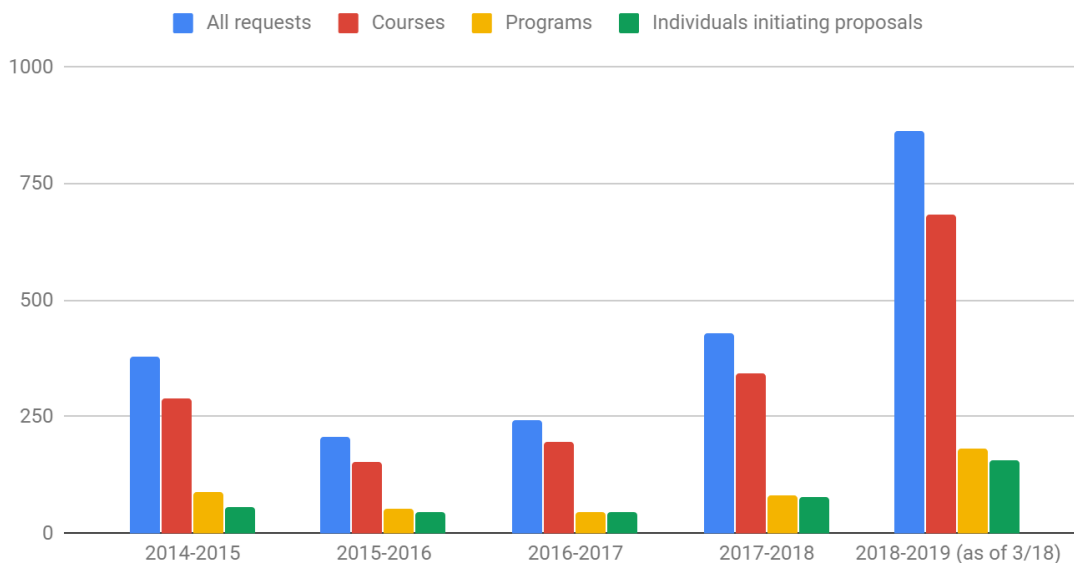
Integrating Knowledge

38 Citizenship, Social Responsibility and Global Awareness courses

11 Science, Technology and Society courses

Year	All requests	Courses	Programs	Individuals initiating proposals
2014-2015	380	291	89	58
2015-2016	206	154	52	47
2016-2017	243	197	45	46
2017-2018	430	343	83	78
2018-2019 (as of 3/18)	862	682	180	156

Total Proposals, Courses, Programs, and Individuals Submitting in the Curriculum System



7. Open Educational Resources

Over the last decade, the cost of college textbooks has increased by 73% -- more than four times the rate of inflation. Today, individual textbooks often cost over \$200, with some prices as high as \$400. Because of these skyrocketing prices, 7 in 10 college students didn't purchase an assigned textbook, one in five students has skipped or deferred a class, and more than a quarter of all students report they *never* purchase course materials.

Open Educational Resources, including open textbooks, have the power to relieve this financial burden for students. Open Educational Resources, or OER, are materials for teaching or learning that are either in the public domain or have been released under a license that allows them to be freely used, changed, or shared with others. They can be anything from a single video or lesson plan to a complete online course or curriculum.

WOU faculty are actively engaged in creating and adopting OER in order to save WOU students thousands of dollars in textbook costs. WOU was awarded two HECC funded grants to create open textbooks for Chemistry (which are also being used in the Willamette Promise program) and Interpreting Studies. In addition, two weeks ago, 11 of our faculty received \$750 stipends to take part in a week-long "textbook sprint" to redesign courses and replace commercially published textbooks with open textbooks or other OER. These 11 faculty will save our students somewhere between \$115,000 and \$125,000 in textbook costs next year. These OERs also help facilitate Office of Disability Services'

responsibility to make the textbooks more accessible to students, thereby reducing the cost and time needed to get students the materials they need.

Finally, in June, WOU will host an all day OER-related workshop for Oregon universities and community colleges. Achieving the Dream, a national nonprofit organization dedicated to evidence-based institutional improvement, will share their expertise in planning no-cost/low-cost degree pathways, institutional transformation, and sustaining high-impact OER programs.

OpenOregon, an initiative of the HECC and Oregon State Legislature, funds all these OER opportunities. We hope to include additional funding in our own budget to scale up our efforts around OER and, in turn, make attendance at WOU more affordable for current and future students.