



**Board of Trustees Meeting
February 19, 2020**

Appendix B

President's Cabinet Reports

- 1) Mr. Curtis Campbell, Executive Director of [Intercollegiate Athletics](#)
- 2) Dr. Gary Dukes, Vice President, [Student Affairs](#)
- 3) Mr. Ryan Hagemann, Vice President & [General Counsel](#)
- 4) Dr. Ana Karaman, Vice President, [Finance & Administration](#)
- 5) Ms. Erin McDonough, Executive Director, [Advancement & WOU Foundation](#)
- 6) Dr. Rob Winningham, Provost & Vice President for [Academic Affairs](#)

Board of Trustees Report – February 19, 2020
Curtis Campbell, Executive Director of Intercollegiate Athletics

1. Student Success: Winter Quarter 2020

Indoor Track and Field (as of January 31)

- Maya Hopwood opens indoor season breaking the school record in the 55-meter, then adds to that by breaking the school record in the 60 (multiple times), including the first time against several Division I competitors at the University of Washington Preview. While her recent time in the 200 currently puts her fifth in the school record books.
- Derek Holdsworth won the 800-meter against several competitors from Division I and one that was a 2018 silver medalist at the World Championships when he took the title at the Dempsey Indoor Meet on the campus of the University of Washington. His time currently ranks third in the WOU school record books, sitting just ahead of all-time great David Ribich.
- Justin Crosswhite posted a NCAA Provisional Mark in the mile at the UW Preview and his time ranks him seventh currently in the WOU record books.
- Grace Knapp not just set a new personal record in the 3k, but she trimmed 13 seconds off her previous time at the UW Preview. Her time ranks second in the all-time WOU record books.
- Jillian Greene holds the sixth-best time in the 600-meter and the ninth-best time in the school books in the mile
- Derek Holdsworth and Maya Hopwood have each been named GNAC Track Athletes of the Week
- Men's 4x400 relay won the title at the Portland Indoor Meet #1, women's 4x400 placed third in same meet

Men's Basketball (as of January 31)

- With 12 wins so far this season, keeps streak of double-digit victories currently at 14 straight seasons. WOU has reached 10 or more wins at least in a season in 19 of their 20 NCAA Division II seasons
- Defeated then No. 6 nationally ranked Dixie State on Dec. 20, highest win over a ranked team since beating No. 7 Cal Poly Pomona back in 2013
- Named GNAC Team of the Week following the win over Dixie State on Dec. 23
- Currently lead the GNAC in fewest turnovers, free throw percentage, points per game, three-point field goal percentage and turnover margin. Rank in the top-25 nationally in fewest turnovers (13th), field goal percentage (22nd), free throw percentage (5th), points per game (24th), three-point field goals per game (15th), and three-point field goal percentage (18th)

- Individually, Darius Lubom leads the GNAC in assists per game and in steals per game. Dalven Brushier leads the conference in free throw percentage, and minutes per game
- In the 35-point win over Saint Martin's, Brushier scored a career-high 37 points is the sixth-most in the school's NCAA era and his nine made 3-pointers is a new school NCAA record
- Extended winning streaks over several GNAC opponents with the win over Central Washington, currently on eight-game winning streak, in the 19 meetings with Simon Fraser since 2010, WOU has gone 18-1 against the Clan, eight-game winning streak against Montana State Billings, swept Concordia this season to improve to 9-2 in the series
- At one point was ranked #24 nationally in the NABC Poll
- Darius Lubom was named the Tournament MVP and Dalven Brushier to the All-Tournament Team at the San Francisco State Gator Gobble, as WOU was the only team to go 2-0 that weekend
- Dalven Brushier named GNAC Player of the Week on Nov. 25
- Dalven Brushier and Darius Lubom opened the season by being named to the GNAC Preseason Team
- 12 wins this season, going 6-2 at home

Women's Basketball (as of January 31)

- Picked up a thrilling home win over Western Washington in double overtime back on Jan. 2. It was just the fifth win for the Wolves over the Vikings in the previous 39 meetings. WOU has now won two of the last three home meetings in the series
- Early in the season picked up West Regional victories against Cal State East Bay and Sonoma State. Cal State East Bay and Sonoma State each have 13 wins currently on the season
- 5 wins this season, going 4-6 at home
- The home win over Montana State Billings on Jan. 11 in Monmouth was just the seventh win for the Wolves in the previous 32 meetings. WOU has won two of the last four meetings in the series
- WOU has stayed close with some of the top teams in the conference, as outside of the top team Alaska Anchorage, when you look at the numbers against the No. 2 team (Northwest Nazarene), No. 3- tie between Western Washington and Simon Fraser, WOU held a lead until late against both Northwest Nazarene (lost by 10) and Simon Fraser (lost by 7), while defeating the Vikings
- Currently rank in the top-three in the GNAC in blocked shots, blocked shots per game and fewest fouls
- Amber Winkler is among the national leaders in blocks as she leads the GNAC in both overall blocked shots and blocked shots per game, which ranks her 26th and 25th nationally, respectively

2. Academic Excellence: Fall Quarter 2019

- Baseball Team GPA: 2.95
- M-Basketball Team GPA: 2.69
- M-Cross Country Team GPA:3.30
- Football Team GPA: 2.65
- M-Track & Field Team GPA: 3.15

Men's Teams GPA: 2.95

- W-Basketball Team GPA: 3.39
- W-Cross Country Team GPA: 3.68
- Soccer Team GPA: 3.53
- Softball Team GPA: 3.25
- W-Track & Field Team GPA: 3.55
- Volleyball Team GPA: 3.17

Women's Teams GPA: 3.45

- **Athletic Departments Combined GPA: 3.20**

3. Community Engagement: Winter Quarter 2020

- Face painting station at the Tree Lighting Ceremony
- SAAC Sponsored a table and handed out candy on Halloween at the Public Library
- Hosting a canned food drive for the WOU Food Pantry on February 13
- Hosting a cancer night to raise money for cancer research on February 15

4. Accountability: Winter Quarter 2020

- Completed the NCAA Financial Report due January 15, 2020
- Currently preparing FY21 IFC Budget Request
- Administrative staff received Purchase Card training

5. Sustainability and Stewardship: Winter Quarter 2019

- Current total giving for FY20 is at \$357,447 (the most athletics has ever raised)
- Received matching gift for weight-room enhancements for \$10,000
- Received \$177,447 from Edward and Edith Mulkey for Women's Track
- Continuing to solicit and secure gifts for the Drive for 325 and Athletic Alumni Challenge

Board of Trustees Report – February 19, 2020
Dr. Gary Dukes, Vice President for Student Affairs

Fall 2020 Enrollment Update

Applications and Admitted students are tracking ahead of previous years at this point. Overall, Applications are up 430 compared to last year and a little over 150 from two years ago. Admitted students are also running up a little over 225 from last year and about even from two years ago where we had a larger freshmen class.

As we continue our efforts to become an Hispanic Serving Institution, our Latinx admitted student numbers are 54 students higher than this time last year. An increase year-to-year of 11%. Our Asian/Pacific Islander numbers are also up by 41 from this time last year. An increase of 28%.

Related to this, overall retention rates are up this year by 5% (74%). When you look further at this data, the two groups who are being retained at the highest rate (freshman to sophomore) are Latinx (81.9%) and Asian (82.8%). So all these efforts and results are positively impacting our enrollment.

To complete the cycle of a student, graduation rates of Latinx and Asian students are higher than the average and higher than white students.

Housing currently is tracking significantly ahead. We have 248 students who have applied for housing as compared to 182 at this time last year, an increase of 36%.

Several efforts were conducted leading up to the winter break to generate interest. President Fuller sent an e-mail to students who had been admitted, but hadn't filed their FAFSA and offered them a \$750 scholarship with the direction that they might be eligible for additional aid, but we need to have their FAFSA to know. 310 students completed their FAFSA from this e-mail.

Admissions did a similar push with the students in which we had their FAFSA, but they hadn't applied or completed their admission application. We had 244 students open the e-mail and 40 complete an application to date.

The Financial Aid office also went out with early award letters to over 1300 students. This was also an increase of nearly 100 awards from 2019.

Other Events (Numbers):

Saturday Visits: 11/23 (19 students); 12/7 (21 students); 1/25 (43 students)

Application Workshops: 12/6 (13 students); 1/17 (16 students)

Transfer Day, January 24 (33 students)

Winter Preview occurred on February 1. One hundred and thirteen students attended. Ninety-nine students attended in 2019. 13 were transfers students, 53 were high school seniors and 50 were juniors or younger.

Our goal in all of these endeavors is to increase our Fall 2020 enrollment.

Tree Lighting

On December 6, WOU held its annual Tree Lighting event. This event is a great event which also unites the three communities, Independence, Monmouth, and WOU. There is a coloring contest and essay contest for students in the elementary schools. The winner of the essay contest gets to “flip the switch” to light the Giant Sequoia. After the official tree lighting, there are choir performances from the various grade schools, high school and WOU which occur in the Pacific Room. The Werner University Center also is the center of this event where various crafts can be made, cookies tasted, and entertainment enjoyed.

MLK Event

Approximately 250 students, staff, faculty and community members turned out for this years Dr. Martin Luther King Jr. Tribute Dinner. As part of the program there were performances by Rainbow Dance Theatre and WOU Chamber Singers.

Family Weekend

Family Weekend was January 24-26, 2020. We had 73 families in attendance. The weekend started with a dessert reception on Friday evening and ended with a brunch send-off on Sunday. Families were able to participate in many activities including Trivia Night, a cornhole tournament, men’s and women’s basketball games, and utilize the Health and Wellness Center.

Search Advocate Training

Approximately 35 members from the Division of Student Affairs participated in a search advocate training conducted by a trainer from Oregon State University. The goal of the training is to have individuals look more critically at each search process to ensure inclusion and equity of candidates. Our intent is to start implementing pieces of this training immediately.

University Diversity and Inclusion Advisory Committee

UDIAC continues to work on the development of a Diversity Strategic Plan. The goal is to have a plan ready for review by the end of this academic year. This group continues to meet every few weeks to work on this plan.

Student Support Services Grants

We just submitted grant applications for two grants. The first is the renewal of our current US Department of Education, Student Support Services grant (known as Student Enrichment Program). The second application was for a new and additional Student Support Services grant to serve education majors. The Student Enrichment Programs serves 250 low-income, first-generation and/or students with disabilities. In

addition, the University contributes funds to serve an additional 250 students who meet the same qualifications of SEP. The Teacher Preparation Student Support Services grant will serve 140 low-income, first-generation and/or students with a disability who are education majors. We should know the outcome of these grant applications by early summer.

Common Application for Leadership Positions

This year the PLUS Team (orientation leaders), Ambassadors (Admission Tour Guides), Resident Assistants, and Peer Mentors all used the same Common Application for these positions. Students could check which positions they were interested in and complete the rest of the application for these positions. 193 students completed the application and each of the areas saw an increase in their applicant pool.

Fees and Rates for FY21

Incidental Fee Committee (IFC)

We are in the process of setting rates and fees for FY21. The incidental fee process is well underway and will likely raise fees by 5% which is the maximum they can raise the fee without further approval. With enrollment being down, this has put pressure on this fee and funds available to meet current service level for the various areas funded by this fee.

Student Health and Counseling

The Student Health and Counseling Center will likely increase 4.3% from \$139 to \$145 per term. This fee has been at \$139 for the past three years. Personnel and benefit costs are largely driving this increase.

University Housing and Dining

University Housing and dining rates will also likely increase about 4% for FY21. These rates also did not increase this past year and are impacted by personnel and benefit increases.

Board of Trustees Report – February 19, 2020

Ryan Hagemann, Vice President & General Counsel

The following are major activities from (a) the Board's Office, (b) the Office of the General Counsel (including legal services and risk management), (c) Human Resources, (d) Institutional Research, and (e) Public Affairs and Strategic Initiatives from November 2019-February 2020.

Board's Office

- Successful completion of November 2019 board meeting.
- Continued work on the 2019-2020 EGTC workplan, including specific work and research for a draft Board Statement on Diversity, Inclusion, Equity and Accessibility.
- Worked with EGTC and President on needs assessment matrix for upcoming board vacancies, including engagement of the University's shared governance groups on the designated positions.
- Attended monthly meetings of the Board Secretaries of all seven public universities.
- Completed charter for the University's HB 2864 (cultural competence) advisory committee.
- Worked with new internal audit function on presentation of procurement card audit and internal audit charter to the EGTC.
- Prepared for HECC/university board of trustees strategic planning session.

Office of the General Counsel (including legal services and risk management)

- Attended Public University Risk Management and Insurance Trust (PURMIT) quarterly meeting to, among other items, start work on insurance renewals for FY2021.
- Convened cross-department work group to finalize procedures for new procurement code.
- Managed outstanding litigation, in concert with PURMIT and Berkley Risk (University's third-party risk administrator), including supervision of Anderson et al v. SEIU et al. and settlement of Lents et al v. Oregon and WOU.
- Continued significant preparation for collective bargaining with Western Oregon University Federation of Teachers (WOUFT), including first session on February 6.

- Participated in joint labor-management committee with WOUFT.
- Attended quarterly all-public university attorney meetings in Portland.
- Attended periodic meetings of all seven public university general counsels.
- Continued negotiations with the University's Foundation on the lease-to-own agreement for Gentle House.
- Significant work on University investigations, grievances, and complaint hearings, including but not limited to work under both the SEIU and WOUFT collective bargaining agreements.
- Significant day-to-day legal advice protected by the attorney-client privilege.
- Identified priority policies and procedures from each Vice President's functional area in order to revise and update.
- Continued work with the President and Intercollegiate Athletics on the possibility of adding men's soccer.
- Convened all units for VPGC retreat to discuss goals and action items on the fiscal year theme of ethical visibility.
- Worked with VPFA and outside counsel to perfect line of credit approved by the Board.

Human Resources

- Continued work on two climate surveys with Sybille Guy and created presentations to communicate relevant results to various stakeholder groups, including University Council and Staff Senate

Institutional Research

- Completed required IPEDS reports prior to the deadline.
- Updated data for Board dashboards, including the net affordability measure for the February 2020 board meeting.
- Continued work—in conjunction with University Computing Solutions—on the faculty workload project.

- Compiled and submitted required data for accreditation reports.
- Continued to assist Human Resources on the campus climate survey presentations.
- Provided data and ongoing assistance for recruitment and enrollment reports.

Public Affairs and Strategic Initiatives

- Prepared for 2020 legislative session, focusing on WOU and public university priorities of revision to ORS 352.011, securing funding for capital projects, and enhancing working relationship with the Oregon Legislative Assembly, Governor's Office, and DAS/BAM/LFO staff.
- Participated in several HECC groups, including Student Success and Completion Model (SSCM) advisory group and Equity Advisory Group.
- Attended OCOP and Legislative Advisory Council (LAC) planning retreats.
- Met with multiple legislators in preparation for 2020 legislative session.
- Prepared for 2020 University Lobby Day.

General

- Continued participation—across all units—on key University committees, including University Council (Ryan, Judy, Shadid, Dave), University Budget Advisory Committee (Dave), University Technology Advisory Committee (Judy, Shahid), University Diversity and Inclusion Advisory Committee (Carson), President's Cabinet (Ryan), and Data Integrity Group (Shahid and Judy)

Board of Trustees Report – February 19, 2020
Dr. Ana Karaman, Vice President Finance & Administration

The Finance & Administration division continues to make efforts in implementing its 2019-23 divisional strategic plan in support of the university strategic plan. All department heads have met and reviewed their progress towards the goals established by the divisional strategic plan and made necessary adjustments given the current budgetary circumstances.

In the last six months, the division made the following significant accomplishments:

- Developed strategic plan for Finance & Administration to move from tactical to strategic operations
- Made significant improvements with respect to transparency, stewardship, and credibility
- Implemented credit card terminals for the Cashier's office
- Implemented internal bank reconciliations and cash flow projections
- Established internal auditor position and hired
- Began in-service public safety training to ensure annual compliance with state and federal requirements
- Implemented zone parking
- Upgraded and installed security cameras throughout campus
- Upgraded parking program software
- Completed on-going training for building managers and emergency preparedness training
- UCS reviewed and implemented CIS20 controls
- Deployed and developed information security training program
- Deployed myWOU (mobile app for students, faculty, and staff)
- Purchased Vick Building
- Implemented feedback opportunity for facilities services
- Implemented monthly meetings for facilities student workers
- Completed Natural Science renovation
- Completed Capital Funding request

For the remaining five months of the year, the division's primary focus is going to be on the following tasks:

- Transitioning to in-house financial statements
- Creating budget for FY21 in collaboration with TFAC, UBAC, IFC, and all other stakeholders
- Continuing progress with the Welcome Center, ITC, and Salem renovation
- Enhancing cybersecurity by implementing best practices, including a hub and spokes security design and helping functional areas to improve their banner utilization

- Continuing to improve parking practices, including implementing pay stations instead of meters
- Finalizing and implementing security plan for Vick building
- Implementing positive pay for accounts payable and student refunds
- Continuing to simplify the tuition structure
- Reviewing the payroll and cash receipts process

Board of Trustees Report – February 19, 2020
Erin McDonough, Executive Director for Advancement & WOU Foundation

Top

1. Creation of Today.WOU.edu to provide resource for community to be informed about what is happening at WOU
2. Why I Love WOU social media campaign wins CASE award
3. Effective year-end fundraising campaign
4. Gifts through Jan. 22, 2019:
 - Overall committed: \$2,251,348 (includes pledges, increase of \$648,132)
 - Overall received: \$2,158,991 (increase of \$602,478)

Creative Services

Work requests submitted by campus (Oct. 1 – Dec. 31):

- Business card/stationery: 78
- Graphic design/branding: 81 (Some requests include multiple pieces within a single request)

Major print and web projects completed:

- Athletics promotional materials (e.g.: posters, social media, etc.)
- Holiday Card created
- Multiple webpage overhauls
- Support for email design and campaigns
- Monthly WordPress training sessions started
- New web calendar layout launched
- Creation of Creative Cloud Library for icons

Ongoing and future projects:

- Western Edge magazine Spring/Summer issue
- SEO/Accessibility back-log project
- Wolves Auction materials
- Why I Love WOU social media campaign (2nd annual)
- Giving Day, direct mail and other advancement design
- Comprehensive Campaign materials
- Digital presentation for recruitment booths

Marketing & Communications

Award

- Why I Love WOU social media campaign won award from CASE

By the numbers & highlights:

- Increase in number of Instagram followers since Nov.: 176
- 19,607 total followers between Instagram, Facebook and Twitter
- 9 weeks of Spanish radio ads featuring a student voice. Message directed at parents. 15 spots per week for 9 weeks: 45 spots.

- Completed first of three months' worth of YouTube ads targeting students in Houston, Austin, Oregon and Hawaii. Gained 225,000 impressions, 100,000 video views and a 44% view rate (average is 25-35%).
- Five-month run of movie theater ads in Salem movie theater as well as video ad at Dallas theater started.
- Sponsored java jackets at IKE Box and Isaac's to promote WOU:Salem. 10,000 jackets purchased; still being distributed.
- Provided 26 pieces of branded professional clothing to WOU employees to wear at conferences and community events. Created 100 buttons for faculty and staff to wear with calls to action on each one ("Ask me about Oregon's only bachelor's in Gerontology")
- Sponsored, provided WOU swag for, or otherwise supported six academic conference representatives or event participants to create visibility for WOU.
- Handed out 700 glow sticks at Holiday Tree Lighting
- Helped create Admissions communication plan and supported email recruitment initiatives and contract with RNL.
- Created and populated Today at WOU website. Launch in February.
- Supported and contributed to planning for first-ever Latino Conference. MarCom member will be present during Feb. 15 event to hand out WOU gear and work with Wolfie.
- Most popular Facebook post during fall term: A photo of Wolfie throwing fall leaves in the air with the text, "Happy first day of fall term!" 11,804 impressions, reached 8,761 users, 844 likes, 48 shares, 35 comments.
- Most engaging Instagram post during fall term: A photo of a raccoon standing up next to a tree behind the Cottage. 5,309 impressions, 3,090 reach, 591 likes, 8 comments.
- Most engaging Twitter post during fall term: Same raccoon photo as Instagram. 5,433 impressions, 581 engagements.

Development

Gifts through Jan. 22, 2019:

- Overall committed: \$2,251,348 (includes pledges, increase of \$648,132)
- Overall received: \$2,158,991 (increase of \$602,478)

Gifts of note (\$50,000+):

- James & Shirley Rippey Family Foundation increased giving from \$75,000 to \$125,000 for scholarships for any WOU student.
- Joseph Weston Foundation increased giving from \$31,000 to \$72,000 for scholarships for Willamette Promise students.
- Edith Mulkey's estate established the Edward W & Edith M Mulkey Women's Athletics & Track Program endowment
- Edouard Foundation established an endowment for the LGBTQIA+ Commitment Scholarship

Annual Giving:

- Calendar year-end email campaign with three emails generated \$10,000. Emails included content from Athletics, Choir and Why I Love WOU.

- Improved segmented calling has resulted in recapturing 215 donors.

Active projects:

- Active committee working to create the Class of 1970 Scholarship Endowment as a class gift from this year's Golden Wolves
- Giving Day – March 3rd!
- Sales of all of Fred Maurice's art collection to support the Maurice Challenge. Art show being held from Feb. 19 – Mar. 20, celebration event on Mar. 11.

WOU Foundation Board of Directors/Comprehensive Campaign

- Approved two new policy additions directly related to campaign needs
- Began establishing needs list within larger buckets of campaign goals
- Developed campaign cultivation plan for Rex for winter/spring 2020
- Establishing annual and campaign reports
- Actively recruiting campaign management firm
- Gentle House's Wine, Warmth & Music event following Holiday Tree Lighting had a record number of guests – nearly 280.
- Actively working with Sponsored Projects on a number of initiatives in support of grants from private and corporate foundations.

Alumni Relations

Events to engage alums and friends of the university:

- Alumni relations led events – Senior Kick-off, Tailgates, Alumni Recognition Night at WOU Basketball
- Volunteer led events – Alumni & Friends After Hours (occur monthly in a variety of locations, generating engagement from previously not involved alumni), Men's Basketball Alumni Night
- Participation in events – Family Weekend, Non-Profit & Government Career Fair

Additional activities:

- Support of Emeritus Society and helped secure \$5,000 match for scholarship donations on Giving Day
- Added two new members to Alumni board
- Increased opens and click rates for monthly alumni enews (8% open to 15%)
- CiP intern actively engaging WOU Alumni and WOU students in mentor program

Future events include:

- Continuation of What's New at WOU and Alumni & Friends After Hours events
- WOU Alumni Night at the Winterhawks
- WOU Choir Reunion
- Evening at St. Josef's Winery – raising funds for the 100 Opportunities initiative

Board of Trustees Report – February 19, 2020
Dr. Rob Winningham, Provost & Vice President for Academic Affairs

1. We have continued with registration nudges and removing advising holds at the end of finals week. Below are the results of our efforts for Winter 2020.

Registration Nudges Fact Sheet
Fall 2019 to Winter 2020

The table below shows the impact of registration nudges sent during Fall term 2019. Lists of unregistered students were sent to their assigned advisor for registration nudges on November 25, 2019 and general advising nudges were sent by the SSA office on December 12, 2019.

Overall by the end of December, the percent of students not registered (excluding students graduating, attending OHSU, or placed on academic suspension) **dropped from 19% to 8%, an increase of 445 students registering for Winter term.**

Date Enrollment Status Checked	Students Not Registered Winter Term 2020	Applied for Graduation Fall Term	Students Attending OHSU	Students Registered	Total Students Not Registered (excluding graduating and OHSU students)	Percent of Students Not Registered (excluding graduating and OHSU students)	Total Students Enrolled Fall Term 2018
11/25/2019	980	161	59	3248	760	19.0%	4228
	Students Still Not Registered			Additional Students Registered	Total Students Not Registered (excluding graduating and OHSU students)	Percent of Students Not Registered (excluding graduating and OHSU students)	
12/12/19	456	4	n/a	308	452	11.3%	
	Students Still Not Registered		Students Suspended	Additional Students Registered	Total Students Not Registered (excluding graduating, OHSU, and suspended students)	Final Percent of Students Not Registered (excluding graduating, OHSU, and suspended students)	
1/2/2019	316	1	30	137	315	8.0%	

2. Congress to Campus: February 11th-13th



Western Oregon
UNIVERSITY



Presented by the Department of Politics, Policy, and Administration:

Former U.S. House Representatives Nick Lampson (D-TX) and Rod Chandler (R-WA) will share **how the U.S. Congress functions**, promote **bipartisanship**, and discuss the **value of public service**.

The following events are open to all WOU students, prospective students, and other interested community members unless otherwise noted.

TUESDAY, FEB. 11

3 - 3:50 p.m. • COM 439 Contemporary U.S. Public Address

Werner University Center, Columbia Room • Open to WOU students and prospective students

WEDNESDAY, FEB. 12

10 - 10:50 a.m. • PS 201 American National Government

Health & Wellness Center 203 • Open to WOU students and prospective students

2 to 3:30 p.m. • Public Service Panel (with WOU Alumni and CTC representatives)

Health & Wellness Center 105

7 - 9 p.m. • Congress to Campus Public Forum

Werner University Center, Pacific Room • FREE PARKING AVAILABLE (public forum only)

THURSDAY, FEB. 13

Noon - 1 p.m. • Public Service Career "Meet and Greet"

Werner University Center, Santiam Room

Check online at wou.edu/publicpolicy for more information, or contact Dr. Earlene Camarillo at camarilloe@wou.edu.



To learn more about Congress to Campus, visit:
stennis.gov/congress-to-campus.

If you require an accommodation to participate in a WOU activity, please notify Disability Services at least 72 hours in advance: 503-838-8250 or ods@wou.edu.

3. *Hispanic Serving Institution Summit: Together We Succeed* – April 3rd

We are planning to an HSI Summit to be held on April 3rd, 2020, which will provide an opportunity for the campus community to learn more about what it means to be a Hispanic Serving Institution. We will also have opportunities to learn more about current services, resources and support for our Latinx students. In addition, we strive to provide a platform for people to share ideas and give feedback so WOU can support all of our students, including Latinx students, in an effective and culturally sensitive manner. We will have plenary speakers, a lightning round panel and a moderated panel.

4. Dean of Graduate Studies and Research Search

In the later part of January, four candidates for the Dean of Graduate Studies and Research visited campus. This search combined two positions: 1. Director of Graduate Studies and 2. Director of The Research Institute. The Dean of Graduate Studies and Research model is common and should serve WOU well. We are grateful for the work the Dr. Linda Stonecipher has done for many years in her role as Director of Graduate Studies and now in her role as Interim Dean of Graduate Studies and Research.

5. Preschool Promise Renewed

Preschool Promise is a grant for \$133,545.00 that pays for a 3/4 time enrollment for 16 preschool families at the CDC each year. The purpose of the Preschool Promise grant is to reach the "working poor" in our area. The Head Start program serves families that are under 100% of the federal poverty level. The Preschool Promise, which still serves those families that are under 100%, is meant to target families that are between 101-200% of the federal poverty level. We are helping those families that need quality, early childhood education but literally cannot afford it.

6. Student Complaint Process

We have refined our student complaint process. This work will formalize common practices and provides more guidance to student, staff and faculty. Division Chairs went through training last summer and we will be continuing to educate the campus community about these processes, in addition to providing helpful website and forms for students, staff and faculty. Bev West in Academic Affairs has played a critical role in the above efforts.

7. Rebuilding Academic Innovation

The process to rebuild Academic Innovation as a unit reporting to the Dean of Library and Academic Innovation began during Summer 2019. This is important work as it builds our capacity to deliver online, hybrid and technology-enhanced courses. Academic Innovation also plays a key role in creating professional development

opportunities for faculty. Thus far, the following steps have been taken in our effort to rebuild this department:

- Revised vacant Academic Innovation Instructional Technology Specialist position (Zhang) to create Director of Academic Innovation position. Posted October 2019; Interviews took place in January 2020.
- Revised vacant Library Digital Media and Publishing Specialist position (Carter) to create an Instructional Designer position reporting to the Director of Academic Innovation. Posted November 2019; Interviews taking place January/February 2020.
- Moved existing Academic Innovation staff (Moodle/LMS Support) into Library DMC space. Designated vacant office (Carter) for Director of Academic Innovation position.

Underway:

- University Budget Advisory Committee proposal for an additional Instructional Designer
- University Budget Advisory proposal for Canvas Learning Management System

Critical needs to expand online programming:

- Canvas LMS - our self-hosted Moodle environment does not support our current scale and is becoming a major barrier to forward progress.
- General Education Online Pathway Coordinator - we need to ensure students pursuing an online undergraduate degree complete their curriculum in a reasonable amount of time, and that the online courses enabling this meet national quality standards.
- Funding for support services to ensure online student success (disability services, tutoring, tutorials, library materials, etc.)
- Instructional designer skills: online lab development, expertise in pedagogy to support community-building in an online environment
- Proctoring services
- We need to ensure students pursuing an online degree complete their curriculum in a reasonable amount of time, and that the online courses enabling this meet national quality standards."

The needs outlined above will all require up-front investments in order to ensure our future success.

8. Degree Completion Work

Niki Weight, Director of Student Success and Advising and Susan Griffin, Student Success and Advising Advisor have been working on identifying and reaching out to students who were close to graduating and had not yet done so. They pulled students from the nudge reports and from lists the Registrar's Office provided of students who are close to graduating. From those lists, Susan has reached out to 37 students with a

plan for them to graduate. Of those 37, 11 students graduated Fall 2019, 2 students are on track to graduate Winter 2020, 3 students have finished their requirements and just need to update their graduation status, and 2 additional students have a plan in place for completing their requirements (total of 18 students who have now graduated or on track to do so).

In addition to those numbers, we also identified about 12 students who needed to update their graduation status during fall term (from the 2018-2019 academic year). These were students who had completed their requirements after they had graduated but never updated their graduation term. Out of those 12, 11 now have graduated.

We are continuing to reach out to more students regarding degree completion options.

9. Open Educational Resources

WOU faculty are currently involved with two initiatives related to Open Educational Resources (OER):

WOU OER Stipend Program

The OER Stipend Program provides stipends for faculty to adopt (\$1000), adapt (\$2,000), or create (\$4,000) OER materials for their course(s). The primary goal of the program is to significantly reduce course materials and textbook costs for students, yet provide access to high-quality, pedagogically creative, open educational content for teaching, learning, and research.

The WOU OER Stipend Program launched in January with a call for proposals, which are due January 31, 2020. All tenure track and non-tenure track faculty can apply for this competitive stipend, which is administered by the Textbook Affordability Committee and Hamersly Library and Academic Innovation.

Successful applicants are required to take part in professional development activities, meet with the Office of Disability Services, and complete project benchmarks along the way. The majority of the work will take place during the summer of 2020, and the new OER courses will be delivered Fall 2020.

OpenOregon Educational Resources (HECC funded initiative)

Since 2015, WOU faculty have participated in three different OpenOregon Educational Resources programs. The number of participants, funding totals and savings-related numbers are listed below.

Program	Number of Participants	Funding Total	Student Savings	Student Savings/Program Dollar Spent

Open Textbook Network Workshops	37	\$5016	\$27,700 (estimate)	\$5.52
Textbook Sprint	12	\$8500	\$110,000 (estimate)	\$12.94
Statewide Grants	2	\$50,000	\$232,323	\$4.65
Total	51*	\$63,516	\$369,323 (estimate)	\$5.81

*This number may be misleading as some faculty participated in more than one program.

10. New General Education Program and Honors Program

Arguably the most difficult aspect of implementing the General Education Program was the need to create approximately 75 sections of First Year Seminars, and the campus community responded by proposing First Year Seminars from 10 of our 11 academic divisions as well as from the Office of Student Affairs, the Library, and The Research Institute.

While the 2020-21 Honors course offerings are still in development, the Honors Committee has had a similarly robust response to their call for course proposals.

11. Program for Undergraduate Research Experiences

The 8th volume of *PURE Insights* was published in December, 2019. The journal published 14 pieces of work by 18 different students. For the first time, the journal included three articles published in Spanish. Student submissions have already begun for the 2020 Academic Excellence Showcase, which will occur on May 28th.

12. Program Review

Our Program Review process, which was first initiated in 2016-17 with a Program Review by the Dance Department, continues to accelerate. We have seven external visitors scheduled to come to campus by the end of the year to work with programs

currently engaged in review. Nine programs will start planning in the Spring term to officially begin their Program Review process in the 2020-21 academic year.

13. Graduate Studies and Research

Graduate students who have completed their degree requirements will have the opportunity to participate in a hooding ceremony on the evening before commencement. In the past, some individual programs have hosted hooding ceremonies for their students, but this will be the first year that all graduate students who have completed degree requirements will be able to participate.

Graduate Office staff members have collaborated with University Computing Solutions staff to redesign the Graduate website. The new website is scheduled to launch by the end January and will include a new URL with a much faster loading time.

Eric Dickey, Research Development Administrator, hosted a *Write to Publish Workshop*. Twenty-three faculty participated in the workshop during mid-December. As Eric noted in his assessment of the event, faculty members' publication and scholarship pursuits contribute to all five priorities of WOU's strategic plan.

14. Spanish classes in the spring – Beginner Spring 2020 we will offer non-credit Spanish classes for staff who identify as beginners. During Fall 2020 and beyond, we intent to offer both beginner and intermediate Spanish classes for staff. We anticipate that these classes will take place during the noon hour so staff can use their lunch hour, if they choose.