



**Western Oregon University Board of Trustees  
Academic and Student Affairs Committee  
Meeting No. 17 April 2, 2020  
Public Site: Held via WebEx  
2:30pm-4:30pm**

**Minutes**

Committee members present: Zellee Allen, Linda Herrera, Malissa Larson, Lane Shetterly

Other persons present: Michael Baltzley, Chelle Batchelor, Erin Baumgartner, Hamid Behmard, Gary Dukes, Kathy Cassity, Mark Girod, Hilary Holman-Kidd, John Leadley, Margaret Manoogian, Susanne Monahan, Cindy Ryan, Annika Thompson, LouAnn Vickers, Niki Weight, Bev West, Rob Winningham

Trustee Lane Shetterly called the meeting to order at 2:38pm.

**Consent Agenda**

Trustee Shetterly moved to accept the February 5, 2020 minutes. Trustee Allen seconded and the minutes were approved with no alterations.

**Action Items**

**1) Proposal for new degree program:**

Provost Rob Winningham updated the committee regarding the change in degree name for the applied baccalaureate, from Applied Baccalaureate to Bachelor in Applied Sciences.

Dr. Cindy Ryan presented a Bachelor of Applied Science in Early Childhood degree program proposal, covering the credits brought in, the number required in the program, Trustee Allen had one question on how this is a different bachelor degree in comparison to another degree program.

Dr. Ryan explained the experience offered to students, working in low income serving schools, Head Start preschools and how they go onto graduate programs to often study special education.

Trustee Shetterly pointed out an incomplete point on the proposal, it was confirmed it would be completed before going to the board and confirmed that there is no budget impact.

Trustee Larson moved to have the proposal moved to the board, Trustee Allen seconded, all approved.

Dr. John Leadley presented the proposal for a new Bachelor of Science in Economics and Mathematics degree program. Dr. Leadley explained the difference between this proposal and other programs, as well as some of the classes involved.

Dr. Hamid Behmard explained the application of this degree in the real world and how it would balance mathematics and economics.

Trustee Larson asked if this degree would allow for someone to go onto graduate studies, and both Dr. Behmard and Dr. Leadley confirmed this would allow students to do so.

Trustee Allen asked if some of the business writing classes were needed since there are other business writing classes. Dr. Leadley clarified that they are not new classes but classes already being offered.

Trustee Shetterly confirmed there was no budget impact and good enrollment numbers are projected.

Trustee Larson moved to approve the program and Trustee Allen seconded the motion. The new degree program was approved unanimously.

## **2) Proposal for new undergraduate certificate program:**

Provost Wunningham began the new undergraduate certificate programs presentations, explaining why there are new proposals, including that WOU no longer requires minors, so there is an opportunity to take existing courses and earn certificates.

Dean Mark Girod explained some of the differences in the ASL certificates being proposed and the ASL certificates that were presented at the last committee meeting. He emphasized how these certificates will be stacked to assist with achieving an applied degree granting pathway in other states, and there is no budget impact for this certificate.

Dr. Margaret Manoogian presented the Aging and Older Adulthood certificate, sharing that WOU is one of twenty-eight universities that offer gerontology degrees. This allows students seeking nursing degrees or pre-nursing degrees to be more employable and competitive.

Dean Girod presented on behalf of Dr. Ryan for the Infant Toddler Certificate. He explained that this certificate is targeting adult learners who desire to supplement their higher education learning.

Trustee Larson asked if all of these certificates would be offered remotely. Dean Girod explained that while most of the certificates will be held in hybrid or online courses, the Infant Toddler Certificate would be hands on because needing the certificates are often a part of underrepresented and more vulnerable populations and benefit from having in-person classes and contact with faculty members.

Trustee Larson moved to approve the certificates. Trustee Allen seconded and the certificates were approved unanimously.

### **2020 HB 3375 Report:**

Dean Girod explained steps that need to be taken regarding the requirements of the HB3375 and the steps of the review process.

The committee reviewed the report provided by Dean Girod. Dean Girod acknowledged the “clunky” language regarding the categories of white and non-white, stating this was what requested in HB 3375. It was highlighted that at WOU, the non-white students are graduating and completing programs at a higher rate than white students, which is not the standard in other higher education institutions nationwide.

Dean Girod touched on the university’s goals and the strides that have been made, as well as some of the struggles WOU is facing, along with universities across the nation.

Trustee Shetterly asked some of the struggles that universities are having regarding language privilege and the plan for moving forward. Dean Girod explained that there is work being done to acknowledge language privilege and explained some of the measures being taken.

Trustee Larson moved to forward the report to the full Board of Trustees. Trustee Allen seconded the motion and it was approved unanimously. The report will be reviewed at the April 15 board meeting.

### **REPORT & DISCUSSION ITEMS:**

#### **1)COVID-19 Update:**

Provost Winningham provided an update on the COVID-19 response from the university, covering the use of remote and online finals, and the response from faculty and staff regarding the transition to remote teaching. Most classes have been moved to remote learning, except for classes such as rock climbing that cannot be adjusted. He touched on the support provided to faculty and students from different groups on campus and how most work is being managed by telecommunicating.

A policy change has been implemented regarding course grading. Due to challenges students are facing because of the coronavirus, they are able to elect to receive a

satisfactory grade designation up to the seventh week of the term.

Provost Winningham covered the way on-campus fees are being handled, assistance to faculty and staff, the way the WOU community was notified of the active case on campus, as well as the letter of agreement that is going to WOUFT bargaining team.

Dr. Gary Dukes talked about how student housing is being managed, as well as the decision for how on-campus fees are being decided. Tele-counseling and telehealth appointments are still being held, with agreements in Washington and California that allow WOU to have tele-counseling options. Work is being done to provide those services to our students in Hawaii.

Dr. Dukes also covered other ways students are continuing to receive services at WOU.

## **2) Bachelor of Applied Science**

Dr. Sue Monahan and Dr. Margaret Manoogian presented the Bachelor of Applied Sciences programs, the way it is targeting adult learners and transfer students, and how this program would attract those who have previous credits or previous work experiences.

## **3) Student Affairs Update:**

Dr. Dukes provided an update from Student Affairs. He noted that enrollment is looking encouraging for next year. The Incidental Fee Committee (IFC) changed the fee structure beginning Fall 2020. To avoid raising the fee too much, the Committee is using reserves to keep the fee at a lower rate. The Student Health fee increased six dollars per term, though it was noted that there hadn't been an increase in this fee for the past two years.

## **4) Academic Affairs Update**

Provost Winningham gave an update from Academic Affairs, including how base funding has been allocated for the open educational sources (OES). Faculty have the opportunity to adopt, adapt, or create open educational sources, saving students at least \$100,000 annually. He also covered strides being made in retention and other aspects of enrollment.

Trustee Shetterly adjourned the meeting at 4:22pm.