



**Western Oregon University Board of Trustees:
Academic & Student Affairs Committee
Meeting No. 19 – November 6, 2020
1:30pm – 3:00pm
MEETING MINUTES**

Call-to-meeting and roll call

Committee members present: Jaime Arredondo, Danielle Campbell, Susan Castillo, Linda Herrera, Malissa Larson

Other persons present: Michael Baltzley, Chelle Batchelor, Gary Dukes, Mark Girod, Susanne Monahan, LouAnn Vickers, Bev West, Rob Winningham

Committee chair's welcome

Chair Jaime Arredondo called the meeting to order at 1:35pm. With the new composition of committee members, Chair Arredondo spent a few minutes getting acquainted.

Consent agenda

Trustee Larson moved to accept the minutes from the May 27, 2020 meeting. Trustee Castillo seconded and the minutes were approved with no alterations.

Report & discussion items:

It was noted that there were no action items for the committee to consider at this meeting.

COVID-19 Update & Planning Ahead

Chair Arredondo called on the vice presidents to share their division reports and updates.

1) Student Affairs Update | Vice President Report

Dr. Gary Dukes reviewed the Student Affairs report provided to the committee in the meeting [docket](#). He noted the added impact COVID-19 has had on this year's enrollment. The fourth week census indicated a 7.9% enrollment decline from Fall 2019; however, our Latinx enrollment increased from 18.6% in 2019 to 19.6% in Fall 2020.

Dr. Dukes shared new strategies that have been implemented in an effort to increase applications and enrollment. Two changes to the process that he highlighted were waiving the application fee and allowing applicants to initially self-report their GPA. With the online modality of high schools this year, obtaining a transcript has become more



challenging so this has allowed students to work through the admission and application process while waiting for their transcript to be released.

Trustee Herrera shared several strategies she's observed at other colleges and universities to enhance enrollment. These included Saturday orientations, waived application fee plus a \$1000 instant scholarship, outreach to high schools to present during the senior seminar class period, and priority admissions.

Dr. Dukes noted that WOU is hosting remote visitation days and also offering \$1,000 fee remissions (scholarship funding). He will also share these suggestions with the admissions team.

COVID-19 and the online modality of courses have impacted staffing within Student Affairs which required layoffs across numerous departments. One example he shared was the Student Health & Counseling Center (SHCC). The revenue that funds the SHCC is collected through a health fee, only charged to students taking in-person classes. With the shift to mostly online learning, these fees weren't collected so the SHCC relied on their reserve account in order to maintain minimal staff levels to meet the counseling and medical needs of the students taking in-person classes.

The continued online modality of classes has presented some challenges for student services funded through the Incidental Fees. President Fuller worked with the Incidental Fee Committee (IFC) and directed some funding to specific areas funded by the Incidental Fees.

University Housing conducted COVID testing as students moved onto campus in September to ensure the safety of campus. Students who live on campus will be retested as they return to campus for both Winter and Spring terms.

Dr. Dukes concluded with the announcement that Student Affairs received three grants over the summer. These grants will continue the services of the Student Enrichment Program, provide funding for students who are low-income, first-generation and are education majors, and a grant that will help fund the Veterans Resource Center.

Academic Affairs Update | Vice President Report

As an introduction to his report, Provost Rob Winningham provided an overview of the ASAC responsibilities with regards to approving academic program and certificates. He then solicited input from the committee members in terms of what types of showcases and extended discussions they might wish to engage in.



Suggestions included exploring creative ways to recruit Latinx and underrepresented students, issues families might experience due to the online modality, pursuing community partnerships with external networks to aid with recruitment and retention, and WOU's journey to becoming a Hispanic Serving Institution (HSI), which might include reaching out to other HSIs to glean from their experiences. It was also suggested that the committee create an opportunity for a work session, in addition to the quarterly meetings, to utilize the expertise of the trustees and focus on specific efforts.

Dr. Winningham continued with a review of the Academic Affairs report provided in the meeting [docket](#). He noted that 97% of our courses are offered online for fall term and the decision has been made to continue with this modality for winter term.

He acknowledged the work of Community Health professors Dr. Megan Patton-Lopez and Dr. Emily Vala-Haynes who lead our student contact tracing team in partnership with Oregon Health Authority and Polk County Health.

Dr. Winningham highlighted the continued efforts of Academic Innovation and the Library to support the online, hybrid, and technology enhanced courses.

He noted that the remodel efforts on the Vick Building were delayed slightly (due to the pandemic) but have continued to move forward and enrollment and course offerings at WOU:Salem continue to increase.

Enrollment in graduate programs has increased considerably from fall 2019 to fall 2020. A new advisory group was formed to focus on the graduate tuition and fee structure at WOU in comparison to other public universities in the region. The Graduate Tuition and Fee Working Group will provide key input to the tuition and fee recommendation process.

The Student Success and Advising department launched an enhanced Wolf Connection System tool to help support students in the shift to remote learning. They've been able to offer remote appointments for advising and tutoring as well as other creative services to assist and support our students.

The Child Development Center (CDC) obtained an Emergency Child Care License through the Oregon Department of Education which enabled them to open three preschool classrooms this fall to continue to serve students and families during the COVID-19 crisis.



Athletics Update | Randi Lydum

Randi Lydum, Interim Executive Director for Athletics, provided an overview of how the COVID-19 has impacted athletics. Even though athletic competitions have not taken place this fall, there are 341 athletes living both on-campus and in the community. Extreme safety measures and precautions are being taken so these students can utilize the facilities and continue to with their physical work outs. Winter sports are scheduled to begin in January; however, the Oregon Health Authority has only given permission for Division I teams to actively compete so these sports may not take place. Athletes are hopeful that spring sports will be able to participate, particularly because they are outdoor sports. Athletes at WOU are very diverse. Of the 341 athletes, 212 are men and 129 are women, 50% are Oregonian, and 50% non-white students.

The meeting was adjourned at 03:12pm.