



**Board of Trustees
Academic and Student Affairs Committee**

**Thursday, April 14, 2016
1:30 p.m. – 3:30 p.m. (or until business concludes)
DeBoer Room, Hannon Library**

MINUTES

Call to Order and Preliminary Business

Chair Sayre called the meeting to order at 1:30 p.m.

The following committee members were present: Teresa Sayre, Judy Shih, Joanna Steinman and Steve Vincent. Trustee Les AuCoin participated by videoconference. The following member was absent: Shea Washington. Trustee Roy Saigo (ex officio) and Trustee Dennis Slattery were also in attendance. Chair Sayre mentioned Trustee Sheri Bodager's recent resignation from the board.

Other meeting guests included: Dr. Susan Walsh, Provost and Vice President for Academic and Student Affairs; Jason Catz, General Counsel; Craig Morris, Vice President for Finance and Administration; Chris Stanek, Director of Institutional Research; Jake Scott, Reporting and Data Analyst; Dr. John King, Division Director for Education; Victor Chang, Director of Counseling; Jeanne Stallman, Executive Director, Outreach and Engagement; Mark Denney, Associate Vice President for Budget and Planning; Torii Uyehara, ASSOU President; Anna Fusco, SOU; Liz Shelby, Director of Government Relations; Kelly Moutsatson, Director of Admissions and Co-Executive Director of Student Enrollment; Matt Stillman, University Registrar and Co-Executive Director of Student Enrollment; Partha Chatterjee, Senior Budget Analyst; Alena Ruggerio, SOU; Patrick Stubbins, Executive Assistant; Larry Locke, SOU; Ryan Schnobrich, Internal Auditor; Don Hill, Classroom and Media Services Manager; John Stevenson, User Support Manager; Sabrina Prud'homme, Board Secretary; Kathy Park, Executive Assistant; David Coburn, OSA; and Olena Black, League of Women Voters.

Trustee Vincent moved to approve the February 18, 2016 meeting minutes. Trustee Steinman seconded the motion and it passed unanimously.

Public Comment

There was no public comment.

Provost's Report

Regarding Provost's Council, Dr. Susan Walsh advised the committee that Scott Coltrane from the University of Oregon is the new chair of the council, while the new

chair of the Presidents' Council is Rex Fuller from Western Oregon University.

The proposed Bachelor of Music degree is a consent agenda item for the HECC. The degree program was unanimously approved by the Provosts' Council and Dr. Walsh did not anticipate any issues at the HECC.

Dr. Walsh mentioned Lisa Garcia-Hanson's resignation as Associate Vice President for Enrollment and Retention and the interim restructuring with Dr. Matt Stillman and Kelly Moutsatson sharing Ms. Garcia-Hanson's responsibilities. Dr. Walsh is reviewing the job description and reexamining the position.

Chris Stanek introduced Jake Scott to present the enrollment dashboard. Mr. Scott addressed the entries on the slide, including admission and degree applications, FTE enrollment trends, undergraduate student population, and retention and graduation rates. Responding to Trustee Steinman's comment that some graduate programs are offered only in the summer, Mr. Scott said he is working on a way to incorporate the FTE enrollment trends for summer sessions.

Mr. Stanek explained the first year graduation rate of 38 percent is for students who came to SOU as first-year freshmen, using a six-year graduate rate. He also clarified that the number of degrees conferred is the target for funding, not the rates at which they are conferred. The completions reports reflect details and figures that are not displayed on the dashboard.

Mr. Stanek further discussed the degree completions report, which shows degree applications by month and degree awards by year-to-date for the current and prior year. One report further divides these figures by bachelor degrees, master degrees and graduate certifications as well as by discipline. The other report reflects the number of degree applications and awards by resident and nonresident students, broken down by subpopulations and areas of study premiums.

Dr. Walsh concluded the Provost's Report by introducing Patrick Stubbins, her new executive assistant.

HB 3375 (2015) and Preparation of Diverse Educators (Action)

Chair Sayre reminded the committee that Dr. John King gave a presentation on this item at the last meeting. A specific budget item is now before the committee and a recommendation will be made to the full board. Dr. King then discussed the budgeting aspects of the plan. His preliminary estimate was a net cost of \$535 per student coming through the pathway. Based on budget officers' calculations, there will instead be a net revenue gain of \$207 per student. The revenue gains are from two sources: incentives from the student success and completions model and enrollment growth.

Responding to trustees' inquiries, Dr. King said the plan will be presented to the HECC on May 12th, at which time HECC would review the program for adequacy and feasibility. One unique feature of SOU's program is the strong foundation built on relationships with school districts as well as the middle and high school pipelines.

Trustee Steinman moved that, as outlined in ORS 342.774, the Higher Education Coordinating Commission shall require each public teacher education program in this state to prepare a plan with specific goals, strategies and deadlines for the recruitment, admission, retention and graduation of diverse educators. The commission shall review the plans for adequacy and feasibility with the governing board of each public university with a teacher education program and, after necessary revisions are made, shall adopt the plan. Toward fulfillment of this requirement, and after thorough review and discussion, the Academic and Student Affairs Committee recommends the full board approve submission to the HECC, SOU's "Pathway to Teaching: Southern Oregon University Diverse Educator Recruitment and Development Plan," as presented to this committee. The plan has been reviewed for "adequacy and feasibility" in support of accomplishing the goal stated in HB 3375 (2015) and ORS 342.437. The committee further recommends that the full board authorize the board chair to create or cause to be created, any communications on behalf of the board, necessary to accompany SOU's submission of this plan to the HECC.

Trustee Shih seconded the motion and it passed unanimously.

2016-2017 Tuition and Fees – Information and Discussion

Mark Denney introduced Partha Chatterjee, the new senior budget analyst in the budget office. Mr. Denney and Torii Uyehara then provided an overview of the tuition and fees process and rates. Mr. Denney advised the committee that the Finance and Administration Committee has discussed tuition and fees in several meetings.

In preparing a tuition recommendation, Mr. Denney said rates were developed in the Tuition Advisory Council (TAC). The TAC's proposal was presented to various constituent groups on campus for feedback and discussion. The proposal was then presented to the president and his cabinet. The president will make a formal recommendation to the Finance and Administration Committee and the board.

Ms. Uyehara described the process followed to set the student incidental fee. Students started in the fall by recruiting students into the Student Fee Committee. The subcommittees hear presentations from all the groups seeking student fee funding then compile reports that are presented to the Student Fee Committee. That committee submits its recommendation to the Student Senate, which makes its recommendation to her as the ASSOU President. Ms. Uyehara reviews the recommendation, makes any necessary corrections, then makes her recommendation to President Saigo. Ms. Uyehara later said the students passed a referendum last spring to support the Schneider Child Care Center, resulting in an increase of \$13 per student per term; other spending was held relatively flat.

The recommendation for the student recreation center fee was developed using similar procedures to the student incidental fee; in the future, it will be developed by a student recreation center steering committee. Mr. Denney later detailed the yearly increases in the recreation center fee, from the current \$35 to \$75 to a maximum of \$95 and an increase every three years thereafter for inflation.

The Director of the Student Health and Wellness Center recommends the student health fee, which is processed the same way as the tuition recommendation. SOU's current fee is the lowest in the state at \$123. The recommendation is to increase the fee by 5.69 percent, to \$130. The primary cost drivers are the SEIU contract and services to meet growing student needs.

The building fee is set by legislative action and is not increasing.

The Director of Housing recommends the residence and dining fee. SOU is contractually required to raise the residence hall rates by at least 3 percent each year for the North Campus Village. The recommendation for this year is an increase ranging from 3 to 7 percent, depending on the room. Dining plan rates will increase between 2.3 and 4.3 percent, but returning students will pay their rate for last year.

In comparison to the seven other institutions, the tuition and fees recommendation makes SOU second and third lowest for undergraduate rates, third highest for resident graduate rates, third lowest for nonresident graduate rates and in the middle for mandatory fees. These rates put SOU within a range where it is unlikely students are making decisions based on costs. The TAC considered all this information, along with institutions in northern California, when making its recommendation.

TAC's formal recommendation is a 3 percent increase for resident and nonresident undergraduate tuition rates (with no rounding up or down) and no increase in graduate tuition rates. By holding flat on graduate rates, it is hoped those programs will be more competitive and will grow as they move forward. This recommendation is fairly consistent with the financial pro forma and retrenchment plan. Feedback from the campus constituent groups was supportive.

The tuition rate for the two programs that are offered only online has not yet been through the tuition process. That rate will be submitted for approval at a later date.

Responding to Trustee Steinman's inquiry, Mr. Denney said the tuition rate for the Masters in Education is a differential tuition rate that has been in place for years. It is lower than other graduate rates because SOU draws from an area larger than the Rogue Valley; northern California teachers participate in the program and rates are applied regardless of students' residency status.

If the total tuition and mandatory fee increase is in excess of 5 percent, SOU must obtain advance approval from the HECC. If an individual tuition rate or fee increase is in excess of 3 percent, SOU must provide notice to the HECC. Based on the recommendations, SOU will have to notify the HECC of the increases in the student incidental fee (4.23 percent increase), health fee (5.69 percent increase) and recreation center fee (114.29 percent increase).

Mr. Denney then addressed his enrollment projections, explaining how he reviews the total enrollment in each tuition category over a few years and calculates projections for

future terms and the next academic year. Based on his projections for academic year 2016-17, SOU will have a 4.53 percent enrollment increase compared to the retrenchment projection. Using the recommended tuition and fee rates and enrollment projections, Mr. Denney calculated the revenue projections.

Chair Sayre commended both Ms. Uyehara and Mr. Denney for their work in the tuition and fee process. Mr. Denney commended the students for their work and dedication. Ms. Uyehara thanked all who were a part of the process and said she was grateful for the good relationships that exist and allow these conversations.

Capstone Project Presentation: Health Sciences Degree

As the project's client, Jeanne Stallman provided a quick context for this item, saying health care is the biggest emerging opportunity in the valley. She posed the question whether SOU should create a health science major to respond to the needs of the region and pitched the project to the Applied Business Research Class. Anna Fusco, along with three other students in the class, took it on as their capstone project.

Ms. Fusco said they polled community members about degree program requirements and reviewed case studies of other degree programs. She explained the methodology, respondents, responses, and findings. Based on the survey results, there is a high degree of interest in a new integrated health science bachelor's degree focusing on emerging needs in the healthcare field.

Dr. Walsh said the next step is to reengage the working group, form an advisory group of practitioners, and develop a curriculum and course content. Trustee Vincent encouraged creating permanency around the advisory group. Dr. Walsh also clarified that this would be an SOU program but OHSU would be included in conversations.

Student Health and Wellness Center Introduction and Overview

Victor Chang provided an introduction and overview of the Student Health and Wellness Center (SHWC). The center has a dedicated college health staff whose primary roles are outreach, health promotion, mental health care and primary medical care. The staff includes physicians, family nurse practitioners and registered nurses. SHWC is an outpatient facility for all students, both traditional and nontraditional, and some providers also manage serious health issues.

The center's approach is holistic and inclusive. Mr. Chang mentioned some of the services offered, including a dispensary for over-the-counter drugs, filling prescriptions written by the center's providers, a certified lab, referrals, student outreach, an active self-help library, the student-funded Mind Spa in the Stevenson Union, mental health counseling with a one and a half week wait for triage appointments, an on-call counselor for emergent cases, and training for staff and the community on transgender healthcare. In academic year 2014-15, roughly 2,000 students had 7,130 visits (2,638 mental health visits and 4,492 medical visits).

The SHWC maintains many campus and community connections and students are referred to other services at SOU and in the local community. In particular, the

Student Support Network is more than a safety net but a well-crafted integrated system.

The SHWC is an auxiliary unit, responsible for raising all its own funds. The center is mindful of the cost of attendance, health fee, and balancing that with providing responsible, ethical, best-practice guided care. SHWC is one of less than 400 university health centers accredited by the Accreditation Association for Ambulatory Health Care.

Trustee Vincent asked if there were any risks regarding compliance. Mr. Chang said SHWC has strong risk management procedures in place, they coordinate frequently with Mr. Catz, there are stringent licensing and insurance requirements, and they comply with confidentiality of medical records. Mr. Chang and Mr. Catz specifically addressed the risk on the mental health side, especially suicidal students, stressing compliance with legal and ethical best practice standards.

The focus for 2016-17 will be on hiring actions, distributing the National College Health Assessment, working with ASSOU, building resilience in all students, refining triage and referral processes, and reaccreditation in the fall.

Adjourn

Chair Sayre adjourned the meeting at 3:36 p.m.

Date: May 19, 2016

Respectfully submitted by,



Sabrina Prud'homme
University Board Secretary