

**Campus Assembly
Minutes
November 4, 2003**

1. Approval of Minutes

The Minutes of the June 3, 2003 Campus Assembly were approved as posted to the Assembly website.

2. President's Update

a) DDE Wedding Dr. Lund announced the wedding of two students Devore (former student employee of DDE) and Keiko today in the DDE office at 1:00 p.m., Congratulations.

b) Presidential Search Dr. Lund indicated there are three finalists that will be on campus November 10-11, 12-13, and 17-18. The names of the candidates have not yet been released. After the on-campus visits, the candidates will be interviewed by the State Board of Higher Education at the November 20, 2003 Board Meeting. An announcement of the new President is expected on Friday, November 21, 2003. There will be arrangements made for the campus to be linked by telephone. Dr. Lund thanked Ruth Davenport, Vickie Lee, and Patti Girrard for their assistance during this process.

c) Merit Dr. Lund announced that the Chancellor did not agree with the view of EOU's administration that Merit was not part of the freeze. Dr. Lund indicated that we should continue through the recommendation process. There is a possibility that merit could be awarded in different ways. For example, possibly accessing funds for travel or equipment.

d) Partnership with OIT, Oregon Dental Services and La Grande Dr. Lund indicated that plans are underway for the partnership for an OIT Dental Hygiene Associate of Applied Science in La Grande at the old Safeway site. Monday, OIT and ODS personnel will be on campus to discuss this partnership. The Curriculum will begin in 2005. EOU's role is in providing pre-requisites with FTE funding being provided by ODS. ODS is funding this project and we will be partnering with an existing OIT 3-year AAS program. The fourth year will be available at a distance from OIT, with the baccalaureate degree being awarded by OIT.

e) Budget: Dr. Lund thanked LeeAnn Case and Lee Lindsey for their hard work with the budget. We do have a clear budget for 2003-04 and are now looking at 04-05. President's Cabinet met on Monday, October 22, 2003 and the Presidents Council reviewed it on October 30. Yesterday the Dean's and

division representatives reviewed the 04-05 budget and the Student Affairs Directors met this morning. The Budget and Planning Committee reviewed the budget today and Student Government will review it on November 11. The Budget and Finance staff will meet to review the budget soon. It was mentioned that the administration intends to honor all contracts through June 30, 2003. Currently all Vice Presidents are working on best case scenarios for 04-05. Their recommendations will be brought forward to the Cabinet and then to the Budget and Planning Committee for review. The Budget and Planning Committee will then return their recommendations/suggestions/changes to the Cabinet. There will be more information at the December Assembly

f) February 3, 2003: Vote The Oregon Tax Surcharge, if rescinded will likely mean the \$11 million that was added onto the OUS budget that will be taken back. EOU's portion will be around \$350 thousand. If the vote does go down, there will possibly be a special session of the Legislature.

g) Enrollment: The 4th week numbers are in. In winter term we have a tuition increase and new rate structure. The tuition plateau is being taken away winter term. At this time we do not know exactly what effect this will have on our enrollment. In winter term full-time students will pay per credit hour.

h) Tuition Dr. Lund shared a report from the College Board comparing tuition and fees by state. Oregon is 21st on this list with a tuition of \$4,640. EOU's tuition and fees for 02-03 are at \$4,840. Other OUS campuses are starting to compress their plateaus to 12-15 credits or from 15-18 credits, with the exception of PSU.

i) 4th Week Report Dr. Lund mentioned that our enrollment is down 4% from 2002 for enrolled students. However, this does not alarm us much since our retention statistics are stronger at an 8% increase. It was mentioned that Kimberly Johnson contacted several hundred students over the summer who had applied and been accepted to EOU but not enrolled. This will allow for us to have a pattern of information in the future.

j) Dual Affiliation Dr. Lund mentioned that our request to the NCAA Northwest Conference was not accepted. However, they did consider our request fully. The NW Conference did not want to change their bylaws to allow public institutions into the conference. We are currently reviewing other options.

k) On-line Catalog Dr. Lund announced that the current catalog is frozen from additional changes. We will not be publishing a printed version. However, there will be a general catalog printed for 2004-2006.

l) Student Issues Dr. Lund mentioned that there have been several medical withdrawals of students this term. The Assembly was encouraged to look at the faces of the people we work with and students in classrooms. Don't assume that someone else will take care of it, let the Counseling Center know your concerns.

m) Recruitment Dr. Lund mentioned that the FBLA Regional competition is going to be held on campus February 4, 2004. There will be about 500 high school students on campus on this day. This is a great opportunity for EOU to work with them and a great opportunity for recruitment. There were some problems last year regarding classrooms and lack of organization with the FBLA. Theresa Dowdy is coordinating the program this year. The administration is working to identify other classrooms to move current classes from rooms needed for FBLA. It was suggested that possible alternative activities for classes could be arranged for that day.

n) December events Dr. Lund reminded the Assembly that the campus will be closed December 22-26, with discretion being used the first two days of this week, and closed December 29-January 1. EOU will re-open Friday, January 2. Winter term classes begin Monday, January 5.

o) Christmas Cards Dr. Lund announced that Christmas cards would not be sent to EOU personnel. This announcement was met with a loud round of applause.

p) Accreditation Dr. Lund reminded the Assembly that the Accreditation Team Visitors would be here Thursday and Friday. Dr. Lund extended her thanks to Sarah Witte and Tom Hofheinz for their hard work. Dr. Lund also thanked all that participated in the collection of information of Standards 1 through 9. Dr. Rhine is from Montana and Dr. Livingston is from Utah.

3. Provost's Update

a) 180 credit hour change Dr. Miller mentioned that the EOU Today featured an article about the move to 180 credits from 186. Dr. Miller thanked Rob Davis for his hard work. It was mentioned that the 180-credit change applies to all students. It was recommended that all students touch base with their advisors or the Advising Center in order to review their options. Dr. Miller also thanked the staff in the Registrar's and Business Offices for putting together the what ifs related to this policy change.

b) Smart Classrooms Dr. Miller thanked Marv Taylor and his staff of Computing and Telecommunications for their outstanding work with the purchase of equipment to allow for the enrichment of the classrooms.

c) Library Dr. Miller announced the new connection with Oregon and Washington and the resources available. It was also mentioned that the Union County Law Library would now be housed in Pierce Library. There will be an open house on December 4, 2003. Dr. Miller thanked Diane Gleason for her outstanding work with this project.

d) Honors Program Dr. Miller announced that Oregon Health Sciences is participating in EOU's Honors Program. Nurses will be able to participate. Hopefully, OSU and the Ag Program will follow suit and join us soon.

e) Accreditation Dr. Miller mentioned that every five years this takes place at EOU and that he is looking forward to meeting with the visitors.

f) MBA Program Dr. Miller mentioned that we are on the long track with the MBA program for approval.

This will need to be looked at.

g) OHSU Research Dr. Dorsa, Vice President for Research, visited the new Science Center to see what type of research scientists they will bring here. Dr. Dorsa indicated that the lab space looked real promising for both partnerships.

h) EOCCC Program Dr. Miller mentioned that with growth, we are being encouraged to bring back the University Center grant and Oregon Rural Alliance. They want EOU to be their university.

i) Academic Council Dr. Miller indicated that advising has undergone some decentralization. There will be an Open House soon to introduce everyone to the new Advising, Cornerstones, Honors Program, and Center for Teaching and Learning Offices located in Inlow Hall, Room 113. It was mentioned that Anna Cavinato and Joe Hart are heading up the Center for Teaching and Learning. Dr. Miller also mentioned that there has been a subcommittee established for assessment, of which Jeff Dense will be establishing.

j) Mission Dr. Miller mentioned that the Mission would be discussed later today during the Assembly.

k) Union Update Dr. Miller mentioned that there are many people who are working very hard with Collective Bargaining. Currently we are meeting for two days every two weeks. The Assembly was encouraged to view the Collective Bargaining website. It has information regarding what is actually taking place.

l) Open Door Dr. Miller mentioned that his door is usually always open, please stop by. A break in the action is welcome.

4. Student Affairs Update Due to the timeline of the Assembly, the Chair, Nancy Knowles, introduced Dr. Sheldon Nord, Vice President for Student Affairs. Welcome!

5. Information Items

a) Faculty Senate: The Chair, Nancy Knowles, mentioned that because of current bargaining issues, this issue will be discussed at a later date.

b) APC Proposal: The Chair, Nancy Knowles, mentioned that because of the current bargaining issues, this issue too will be discussed at a later date.

c) Assembly Quorum: The Chair, Nancy Knowles, mentioned that the Executive Committee is still working on the issue of electronic voting and until this is resolved, the Quorum issue will be on hold.

d) Assembly Secretary: The Chair, Nancy Knowles, announced that Colleen Cascio, current Assembly Secretary, has resigned as Assembly Secretary. Nominations are currently being taken and a vote will take place at the next Assembly. It was mentioned that any EOU employee is eligible to serve in this capacity.

e) December Assembly: The Chair, Nancy Knowles, mentioned that the December Assembly will be held on December 9 in order for Dr. Lund to be present. The Executive Committee checked to see if there were any conflicts during this time with finals. There are none.

6. Discussion Items

a) Committee Record Keeping: The Chair, Nancy Knowles, mentioned that at our last accreditation visit reference was made to committee record keeping. The Executive Committee discussed how this

could be done since most of the committees do not have a designated secretary to keep minutes. How can each committee keep better records and make them public? The Executive Committee recommends a template for minutes and web space could be made available for online submissions. A discussion took place. During this discussion it was mentioned that many things have been lost over the years, more than just minutes. It was mentioned that there are records of the Campus Assembly available since 1997. These records include all items brought forward to the Assembly for discussion, review, and action.

7. Action Items

a) Approval of Academic Standards Standing Committee Appointment a motion was made and seconded to approve the appointment of Brian Sather to the Academic Standards Committee. Motion passed.

b) Elections and Nominations

1. Run-off election for APC ballots were passed out for voting then collected. The results will be tallied tomorrow and the Assembly will be notified via the website of the results.

2. IFS Senator: A motion was made and seconded to appoint Sarah Witte to serve in this capacity. Motion passed. Alternate nominations were taken from the floor. Steve Tanner, Carol Lauritzen (declined), Elizabeth Boretz, and Colleen Johnson were nominated. Ballots were passed out and collected. The results will be tallied tomorrow and the Assembly will be notified via the website of the results.

3. EOU Nominee for State Board Dr. Boretz indicated that an EOU representative name needs to be forwarded to the State Board of Higher Education for service on the State Board. IFS has brought forward Chip Ettinger's name for approval. A motion was made and seconded to approve this nomination of Chip Ettinger to be brought forward to the State Board. Motion passed.

8. Five-minute Access:

a) Athletics Update: Rob Cashell announced that four student athletes received conference awards. It was also mentioned that the Stadium is 85% complete and in about two weeks the multi-purpose fields will be complete. EOU had an educational opportunity and sponsored the first Champions of Character program for female athletes and staff on October 20. We have received a lot of positive feedback on this program.

b) Mission Statement: Rob Davis shared the latest version of the Mission. It was mentioned that the statement is based upon whom we serve and what the needs of the institution are. On the back of the document is the mission email address. Please feel free to submit any suggestions or changes. The

Mission will be coming to unit meetings for discussion. It was mentioned that the committee really needs everyone's input.

c) FAR Update: Jeff Dense mentioned that student athletes would be visiting their professors with academic progress reports that need to be completed.

d) Secondary Teacher Education Advising: KC Holder announced that if anyone knows of any senior level students who are multidisciplinary or high school students, send them to him.

e) Diversity Committee Update: Regina Braker mentioned that there are some vacancies in the diversity committee. If anyone is interested in serving on this committee, contact her.

f) Career Services Update: Sally Click announced that SIGI is now available on the web. It was mentioned that this is a helpful advising tool. Sally also reminded the faculty about the Absent Professor program, the mentor program, and that the Major fair will be held on Friday, November 14, 2003 in the residence halls. Faculty was reminded that the Major Fair is a marketing opportunity for their programs.

g) Spring Symposium: Update Kathleen Dahl announced that this years Spring Symposium would be held on May 18. If anyone has any questions, contact Kathleen.

h) Faculty Center for Teaching and Learning: Anna Cavinato mentioned that the Center is under development. The website address is www.eou.edu/~CTL. It was mentioned that she needs input from the faculty. The office is located in Inlow Hall, Room 113. Tonya Evans is available if you have any questions.

i) University Writing Requirements: Nancy Knowles mentioned that the writing requirements are under way and the group has been speaking with others about it. There needs to be an approval process devised with EPCC. If have suggestions or comments contact Nancy Knowles or Donald Wolff.

j) Assessment: Sherri Edvalson discussed the survey form that was passed out at the beginning of the Assembly. The Assessment is regarding New Student Orientation. She will collect the surveys at the end of the Assembly.

9. For the Good of the Order

a) It was mentioned that the State Board of Higher Education will be doing a rolling release of the candidates for the Presidency at EOU of their vitas and University Advancement will get this information on the web as soon as possible. Vickie Lee is coordinating who will walk candidates to and from meetings on campus. Evaluation sheets will be available at each session. These need to be submitted to the Computer Center for direct input to the State Board.

Meeting adjourned at 4:50 p.m.

The next Campus Assembly will be held on Tuesday, December 9, 2003.