



# WEBER STATE UNIVERSITY

Academic Affairs

## Deans' Council Minutes Wednesday, August 7, 2024 1:30 pm–2:30 pm

**Attendees:** David Ferro, Jason Francis, Ivana Fredotovic, Mark Halverson, Wendy Holliday, Stephanie Hollist, Brenda Kowalewski, Roy Kwon, Yudi Lewis, Betsy Mennell, Cass Morgan, Jessica Oyler, Julie Rich, Yasmen Simonian, James Taylor, Deborah Uman

**Guests:** Laine Berghout for Andrea Easter-Pilcher, Nicola Corbin, Mary Machira, Oliver Snow

**Excused:** Lisa Allen, Andrea Easter-Pilcher, Doris Geide-Stevenson, James Hedges, Ravi Krovi, Brad Mortensen, Julie Snowball, Norm Tarbox

1. **Approval of Meeting Minutes from [June 5, 2024](#)**
  - a. The minutes were approved as written.
2. **Provost Updates - ( Ravi Krovi)**
  - a. [Syllabus Update](#)- If it states “none” you still need to upload and update the syllabus to be compliant with HB261. If it states “done,” then nothing further is required.
3. **Academic Agenda/Policy Discussions**
  - a. **Retreat Debrief ( Ravi Krovi)**
    - i. It was positive to network and socialize together.
    - ii. We have great programs, and the retreat was helpful to start coordinating
    - iii. Brainstorming was positive and useful, but we need to make sure that we execute the “next steps”
    - iv. Great focus on +25 student learners and expand the view of the students we are helping.
    - v. The venue was great.
  - b. **Problem Statements ( Jessica Oyler & Deborah Uman)**
    - i. [Curricular Analysis Problem Statement](#)
      1. Please review the problem statement document. It is meant to facilitate conversation at the Department chair retreat. This problem statement is critical to ensuring that our programs are accessible to all students.
    - ii. [Creating a First-Year Culture Problem Statement](#)
      1. Please review the Google problem statement document. Both problem statement documents are works in progress. Retention is critical to WSU's success. Focus on what tools and resources faculty and students need to have a cohesive first year.
  - c. **Chair Retreat Agenda ( Ravi Krovi)**
    - i. Draft Agenda



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- 8.15 am - Welcome and remarks - Ravi
- 9.00 am - Faculty resource document - Brent Horn
- 9.45 am - SB 192 impact and policy changes - Ravi and others
- 10.30 am - Break
- 10.45 am - Scheduling case study - Jessica
- 11.45 am - Problem statements - Jessica and Deborah
- Noon - Lunch and departmental awards
- 1.00 pm - Breakout groups
- 3.00 pm - AI strategy - Nicola, Oliver
- 4.15 pm - Closing remarks

#### d. NWCCU Midcycle Visit ( Ravi Krovi)

- i. October 7th and 8th will be the site visit. The agenda has not been set, but there will be an agenda for Deans
- ii. The report will be submitted by August 26th. Before this time, English and Computer Science need to review the examples in the report.
- iii. The report will be resent out to Deans and Provost Council
- iv. Aubrey, please send out a calendar invite for the site visit on October 7th and 8th.
- v. Ravi is planning to review the report with the Deans before the site visit
- vi. PC will review the results from the site visit and talk about the next steps

#### 4. Academic Support Discussions

##### a. International Enrollments ( Brenda Kowalewski)

- i. We need to link [Mary's presentation](#)-
- ii. 342 international students enrolled for fall. Typically we have 100 students.
- iii. All international students have to take the Accuplacer so they are placed in the right classes. Some of the students have been advised and placed but a date of August 21 is set for all international students to take the Accuplacer test.
- iv. August 21 is the opening presentation, and August 22 is the advisory session.
- v. Last fall, we had around 400 students, and this fall, we have over 700 students.
- vi. See student data in the [attached document](#).
- vii. Large growth from Nepal
- viii. More resources need to be applied to these students. There is a conversation about how international students' tuition is being allocated, and there is pressure to move this conversation forward.
- ix. What resources are available for international students who run out of funding right before they get their degree? This is a hard problem, and looking at potential solutions. There might be some case-by-case solutions and resources.

##### b. AI Task Force ( Brenda Kowalewski)

- i. Lots of discussion about policy and procedures on AI at Universities.



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- ii.** The task force was created to look at what faculty and students need to navigate AI.
- iii.** All colleges and legal have representatives on the task forces.
- iv.** There is a realization that AI is here to stay and that students will be required to have AI skills for employment.
- v.** The task force is taking a holistic view of AI and how it affects students and faculty.
- vi.** Next steps-Faculty needs guidance on how AI interacts with curriculum and syllabus.
- vii.** Please review the report task force details- Please link the [AI report](#)
- viii.** The task force wants feedback from the Deans' Council, Department chairs, Legal, faculty senate, and other stakeholders.
- ix.** There is a need to have an AI strategy, and there is some immediacy for this fall.