

**Academic Quality and Student Success Committee  
MINUTES**

**Trustees Present:**

Jeremy Brown, Chair  
Kathleen Hill

Dana Londen  
Rose McClure

Jill Mason

**Trustees Unable to Attend:**

Kelley Minty Morris

**University Staff and Faculty Present:**

Erin Foley, VP of Student Services/Dean of Student Affairs  
Jamie Goodpaster, Disability Services Specialist  
Dawn Lowe-Wincensten, Portland-Metro Librarian  
Joanna Mott, Provost/Vice President of Academic Affairs  
Adria Paschal, Senior Executive Assistant to the President  
Dan Peterson, Interim Dean, College of HAS  
Terri Torres, Professor, Mathematics

**1. Call to Order/Roll/Declaration of a Quorum**

**Chair Brown called the meeting to order at 8:11am. The President's Senior Executive Assistant called roll and a quorum was declared.**

**2. Consent Agenda****2.1 Approve Minutes from the May 30, 2019 Meeting**

**Trustee Mason moved to approve the minutes of the May 30, 2019 meeting. Trustee Hill seconded the motion. With all Trustees present voting aye, the motion passed unanimously.**

**3. Action Items****3.1 Recommendation to the Board to Offer the Bachelor of Science Degree in Mechanical Engineering on the Lake Washington Institute of Technology Campus**

**Provost Mott reviewed the proposal to partner with an established institution in the state of Washington; Oregon Tech would offer the upper division courses to allow LWIT students the ability to obtain a 4-year degree on their campus. She noted the potential to establish relationships with other industries in the state. Discussion regarding competition, tuition rates, potential impact on resources, anticipated enrollment and retention, funding for equipment, and the need for accreditation prior to offering courses.**

**Trustee Mason moved to recommend approval to offer the Bachelor of Science Degree in Mechanical Engineering on the Lake Washington Institute of Technology campus to the Full Board. Trustee Hill seconded the motion.**

**Trustee McClure** is concerned adding responsibilities to a department chair to oversee a program on multiple campuses could affect the quality of the program. Discussion regarding a request for the full board to pull the item from the consent agenda for further discussion.

**With Trustee McClure the only dissenting vote, the motion passed 4-1.**

#### **4. Discussion Items**

##### **4.1 Provost Update**

**Provost Mott** reviewed a PowerPoint presentation stating all Strategic Enrollment Management divisions will report to academic affairs upon the resignation of the AVP; online education, advising and retention will permanently report to academic affairs; work is ongoing on course scheduling and student numbers in classes; work will begin on the stipend-release model; recruitments; sabbaticals; and student and faculty innovation projects. **Trustee Brown** requested a future presentation and discussion on retention; a report on the recruitment of diverse candidates throughout the process not just on applicants and hires but also on those invited for interviews, etc.

##### **4.2 Disability Services Presentation**

**Specialist Goodpaster** presented a PowerPoint giving an overview of the divisions, mission, members, services provided, and successes and challenges.

##### **4.3 Open Education Resources Presentation**

**Librarian Lowe-Wincensten** shared a PowerPoint presentation addressing access to educational materials, the impacts on retention, incentives for faculty, and the creation of a textbook affordability task force.

#### **5. Other Business/New Business**

**Trustee Brown** identified items for future meetings: an update from the Registrar on the process and progress for identifying courses with open source resources; an update on retention efforts and progress; a presentation by financial aid to include the number of students with loans, students who receive financial aid, and the average student debt for varying degrees/programs.

#### **6. Adjournment**

**Trustee Mason moved to adjourn the meeting. Trustee McClure seconded the motion. With all Trustees present voting aye, the motion passed unanimously. The meeting adjourned at 10:12am.**

Respectfully submitted,



Sandra Fox  
Board Secretary