

Minutes
PRESIDENT'S COUNCIL
Approved
December 7, 2009

PRESENT:

President F. Ann Millner
Provost Mike Vaughan
Vice President Norm Tarbox
Vice President Jan Winniford
Vice President Brad Mortensen
Vice President Bret Ellis
Dr. Forrest Crawford
JoAnne Robinson

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| Minutes | 1. The meeting convened at 8:00 a.m. |
| Consent Calendar
(Sabbatical Leave Request) | 2. The minutes from the November 30, 2009, meeting were approved with changes.

3. The following Consent Calendar item was approved.
<p style="margin-left: 40px;">Donna Cheney, Professor, English, Spring Semester 2010.</p> |
| National Soccer Club Championship | 4. Ryan Davies, the Vice President of the Weber State University Soccer Club, showed President's Council the national championship trophy, along with other trophies won during this year. Mr. Davies reported that several of the WSU players have been approached by professional soccer teams. President Millner asked Mr. Davies to attend the Board of Trustees meeting on December 8 th to tell them about the championship win. |
| Business Continuity Update | 5. VP Tarbox reported that he and VP Ellis put together a small group with the objective of identifying key systems and functions that the university couldn't operate without for a ten day period. VP Ellis reported that the systems are being backed up every 12 hours. Everything that must be available all the time will be moved to the Davis campus. These systems will be moved to a site in Richfield by 2011, with fully redundant operation.

VP Tarbox added that key operating personnel were identified and ensured that they have access from home to |

	<p>meet our goal of minimal operation. They plan to continue to move down the provided matrix.</p> <p>Dr. Crawford asked if there were contingency plans for those faculty that would have difficulty delivering their courses remotely. VP Tarbox responded that if problems occur early in the semester some courses may just be canceled.</p>
Refund Policy Update	<p>6. VP Tarbox asked if there were other comments or discussion about the change to the refund policy. VP Ellis responded that his group was going to develop a credit hour calculator students could use to determine what their refund would be. Provost Vaughan reported that people in his area were in support of the change.</p> <p>President Millner raised the problem of repeat findings of errors in refunds in federally funded programs. Julie Park will be working with President's Council to determine what needs to be done to avoid further problems.</p>
ACTION	<p>President's Council approved the requested changes to the tuition refund policy.</p>
Application Fee for Masters of English and Criminal Justice	<p>7. Provost Vaughan advised President's Council that an on-line application process has been developed for masters programs. It would be an advantage if the application fee for all graduate programs was standardized. English and Criminal Justice have never had an application fee and asked that it be approved by President's Council</p>
ACTION	<p>President's Council approved the adoption of an application fee for the English and Criminal Justice masters degree programs.</p>
Proposal for Master's Degree, Master of Taxation	<p>8. Provost Vaughan presented to President's Council a proposal to establish a Master of Taxation degree at Weber State University. He reported that this would be the first such program in the state.</p>
ACTION	<p>President's Council approved the proposal for Master's Degree, Master of Taxation to be forwarded to the Board of Trustees for their approval.</p>
Planning Initiatives	<p>9. President Millner told President's Council that Kim Wheatley would participate in a discussion about the planning initiatives on January 11. President and Provost Vaughan went through some revisions that more closely link the initiatives to the university's mission. This meets new requirements of Northwest Accreditation.</p>

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Guidelines for
Establishing an
Endowment

- 10. VP Mortensen presented a proposal to change the amount for establishing an endowment from \$10,000 to \$25,000. This would become the guideline.

ACTION

President's Council approved the suggested endowment guideline.

SunGard Council
Meeting

- 11. President Millner reported that the new president of SunGard is very interested in becoming a more customer-oriented company. She suggested to him that WSU would host a meeting with the Chief Information Officers from all the higher education institutions in Utah.

Property Purchase

- 12. VP Tarbox advised President's Council that Weber State University is negotiating to purchase property from the Henderson family on Country Hills Drive. The purchase price would be the appraised value of the property. This property provides conduit for all technology for the Dee Events Center. The property is key in the university's master plan.

ACTION

President's Council approved forwarding this property purchase to the Board of Trustees for their approval.

Contact Information

- 13. Provost Vaughan suggested the university should be more diligent about maintaining accurate contact information for next of kin or have a system in place if no next of kin is identified. VP Tarbox will look at current procedures.

Adjunct Professors
for Bowling and
Billiards Courses

- 14. VP Winniford reported that the Coordinator of Shepherd Union Recreation had requested one semester grace period for adjunct instructors tuition waivers for the bowling and billiards courses.

ACTION

President's Council approved a one semester grace period for tuition waivers for adjunct faculty teaching bowling and billiards courses.

Next Meetings

- 15. The next meetings of President's Council will be as follows:

Jan 4	8:00 am - 11:00 am	Board Room
Feb 1	8:00 am - 11:00 am	Board Room