

**Approved: 3/2/99**

**ASSEMBLY MINUTES  
February 2, 1999**

The Assembly was opened by Chair Dan Mielke at 3:15 p.m.

I. Welcome and Approval of Minutes

Minutes of the December 1, 1998 Assembly meeting were approved as distributed on eastalk

II Presidents Update

1. Budget Model

The new budget model has been sold to the Oregon University System and the Senate. There is a good likelihood it will be funded.

In order to figure the costs Peer Institutes were selected and went to them to find out how much it costs to teach an English course, etc. Eastern's Peer Institutions are:

California State University, Stanislaus  
Fort Hays State University (KS)  
University of Michigan, Flint  
Southeast Missouri State University  
Plymouth State College (NH)  
SUNY - College at Fredonia  
Southern Utah University  
Mary Washington College (VA)  
Eastern Washington University  
University of Wisconsin, Parkside

There are three levels of support for programs. The OUS Funding Levels and Instructional Cost are:

*Level 1 Support:*

Liberal Arts, English Language and Literature, Philosophy, Psychology, Mathematics, Social Sciences and History, Conservation and Renewable Resources, Area and Cultural Studies, and Foreign Languages and Literature.

*Level 2 Support:*

Education, Business Management, Biological and Physical Sciences, Computing and Information Sciences, Interdisciplinary Studies, Library Sciences, Communications, and Protective Services.

*Level 3 Support:*

Agricultural Business; Agricultural Sciences; Architecture; Science Technologies; Parks, Recreation, Leisure and Fitness Studies; Health Professional; Engineering and Engineering Technologies; and Visual and Performing Arts.

The OUS Funding Model is made up of a 12 cell matrix with three discipline funding levels and four student levels (Freshman/Sophomores, Junior/Senior, Masters/Professional Degrees, Ph.D.s) There is a funding level for each cell. For instance a freshman/sophomore at a Level 1 will generate \$2900.

The student credit hours total for the 1997-98 Academic year is 90,366. Assuming 45 credit hours/yr for under grads and 36 credit hrs/yr for grads, we have an FTE total of 2042 students. Combining credit hours and funding amounts can determine how much funding each institution receives. State allocated student support = \$8,120,092. In addition to these dollars, there are target dollars available. It is performance based upon bench marks (\$90,000). The targeted groups give us \$3,971,000. The adjustment for 97-98 enrollment growth gives us \$717,916. For a total state allocation of \$12,809,008. The calculation of the 12 cells is done by the declared major of students. This is how it will be funded. This does provide dollars for us to grow. DEP students are folded in to the whole number.

2. Administrative Support Faculty and Presidential Merit Award

Dr. Creighton announced the recipients of the Administrative Support Faculty Merit Awards. They are:

Joan Bock, Colleen Cascio, Patty Cutright, Anna Maria Dill, David Downs, Lori Harris, Joe Hart, Mike Irish, Debbie Lee, Mindi McAllaster, Christian Steinmetz, Laurann Taylor, Marv Taylor, Brett Timm, Sandi Boren

Dr. Creighton announced the implementation of the Presidential Merit Award. This is a discretionary merit award for individuals who have made a difference in this campus community. They are:

Peter Wordelman, Carol Kroll, Terral Schut

3. Enrollment Corridor

Our enrollment corridor is 1550 FTE. We have shown improvement. Dr. Creighton congratulated everyone for their hard work and the effort that went into contacting students. But, we still need to do a better job. Our current enrollment is at 1511, 40 students short.

4. Chip and Dip Fund:

Dr. Creighton announced the implementation of the Chip and Dip Fund. There is \$500 put aside for your use to host students at your homes. At larger campuses only 25% of the student body is ever invited to a faculty or staff members home. This fund is intended to help you reach out to students and they will remember it.

5. Western Governors University Award

Dr. Creighton presented a Western Governors University Award to Dixie Lund, Dean of Extended Programs. Dixie indicated that she is accepting this award on behalf of Joe Hart who has spent a lot of blood, sweat and tears to make it happen.

6. Eastrek:

Dr. Creighton explained the objective of the Eastrek program. It is part of the Freshman Experience Program and is a way that we can keep students on campus. Eastrek is similar to an Outward Bound program. We are requesting that all faculty and staff get involved and submit a proposal. Proposal submissions should be directed to Christian Steinmetz. Students will pay for participation in order for us to pay for food, travel expenses and faculty.

III. Action Items:

1. Committee Nominations/Elections:

1. Budget & Planning Committee: Judd Koehn was nominated and elected to serve on the Budget & Planning Committee. It is a 2 year seat.

1. Executive Committee: Doyle Slater was nominated and elected to serve on the Executive Committee. It is a 1 year term.

2. Spring Symposium:

Mark Shadle gave an overview of the proposed Spring Symposium scheduled for May 24 and 25, 1999. It is a celebration of undergraduate achievement in research and creative activities. It is intended to bring together the University community to acknowledge and admire the achievements of our students. A

motion was made to accept the proposal to allow students to participate in the Symposium by not having normal class times and asking instructors to incorporate this Symposium into their syllabus. A lengthy discussion took place. It was mentioned that this proposal is not asking to “cancel” classes but to support the proposal by incorporating into class syllabus. It was mentioned that an INTACT course could be created to allow students to register for the course. Colleen Johnson will put this together and distribute it on eastalk. It was mentioned that there might be certain cases (evening or once/week classes, student teaching) where this would not be feasible. A resolution was passed encouraging all faculty to require students attend the symposium as part of the student’s obligations for courses. A motion was made to accept the proposal. So resolved, motion passed.

IV: Five-Minute Access Items:

- a. Food Drive - Dr. Stenard informed everyone that Eastern’s Food Drive will begin on Monday (February 8-15,1999). This is the time of year when the needy in the community could use some help, the cupboards are bare. This year’s goal is 2,400 lbs. of food and \$750 in cash.
2. Faculty Initiative for Recruiting: Dr. Stenard reminded everyone of the deadline for recruiting proposals (February 10). There is \$5000 available. The committee will meet on the 11<sup>th</sup>.
3. Integrated Marketing Team Update - Jerry Blanche gave an update on the Committees charge to write a plan, database and research driven so all of Eastern’s marketing efforts match. It is a nine step process. The Committee has completing the first two steps and is in the process of winding up the third. Jerry Blanche encouraged all to give input. The Committee meets in Hoke 301 every Monday from 3-5 p.m. The Committee members are April Curtis, Rob Cushman, Toni Jones, Mary Koza, Vicki Lamoreaux, Steve Machado, Darlene Morgan, Terral Schut, Dan Stark, and Kelly Yenser.
4. Spirit Friday - Colby Marshall, ASEOU President, thanked everyone for participating in Spirit Friday. A number of faculty, staff and students were asked to wear athletic attire during the Assembly, Colby thanked them for their help. Spirit Friday came about as a result of a local business. The employees have agreed to wear Eastern attire on Fridays. Student Government felt it would be a good idea for the entire campus to participate.
5. Spring Registration - Pat North reminded everyone of Spring registration beginning February 12. The Spring Schedules are out.
6. AOF Update - Greg Monahan mentioned that the Legislature for Higher Education looks better than last time. We are watching the PEBB process closely. Carol Kroll, Human Resources, has been very active in maintaining it as it is.

There is talk of a new University in Bend. It could happen with in the next two budget sessions. Greg reminded everyone that he always has membership forms for the AOF. It is only as strong as the number of participants.

Assembly adjourned 4:35 p.m.