

6-2-1979

1979 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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JUL 10 1979

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MINUTES
BOARD OF TRUSTEES
CENTRAL WASHINGTON UNIVERSITY
SPECIAL MEETING
JUNE 2, 1979
9:00 A.M.

Gen.
Admin

The special meeting of the Board of Trustees was called to order by the Chairman, Mrs. Linda J. Clifton, in the Board of Trustees' Room, Bouillon Hall 143, on the campus of Central Washington University in Ellensburg, Washington.

ROLL CALL

Present

Board of Trustees

Mrs. Linda J. Clifton, Chairman
Mr. Thomas S. Galbraith, Vice Chairman
Mr. Don F. Broughton
Mr. James Hogan
Mr. S. Sterling Munro

Others

Dr. Donald L. Garrity, President
Dr. Edward J. Harrington, Vice President for Academic Affairs
Mr. Courtney S. Jones, Vice President for Business & Financial Affairs
Dr. Donald E. Guy, Dean of Student Development
Dr. Franklin D. Carlson, Chairman, Faculty Senate

APPROVAL OF MINUTES

The minutes of the special meeting of April 20, 1979, were declared by the Chairman approved as written.

CHANGES TO THE AGENDA

Dr. Garrity asked that under Reports an item of Budget and Legislative matters be added. It was also agreed that the Health Center Reorganization discussion be taken up following the Budget and Legislative report.

REPORTS

Budget and Legislative

President Garrity indicated the House approved the Senate version of the budget on Thursday of this week. He indicated he was pleased with this action as this budget was the best one offered.

Dr. Garrity indicated that although the approved budget is overall generally a favorable budget it is not as good as that which was requested so there will be issues and problems to be faced before the final institutional budget is presented for approval on June 22.

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The discussion of the budget was continued by Dr. Garrity, assisted by Mr. Courtney Jones. Construction of the state budget, the proposed tuition and fees waiver bill, equipment replacement, funding for retirees, state employees' salaries and the capital budget were discussed. Dr. Garrity noted that he and others predicted the CFM proposed readjustment of the university's budget would not materialize.

Health Center Reorganization

A lengthy discussion was held concerning a proposal presented by Dr. Guy to the Trustees to reorganize the student Health Center. The Chairman briefly outlined the issues the Board needs to address in its consideration of the Health Center. These included the mission and roles of the university which have been defined as instruction, research and community service. The Chairman emphasized there was need to consider student needs and welfare and their educational needs in the area of health. The Board also needs to consider the costs to the students in money and in time and the impact on the community of any anticipated changes. Chairman Clifton indicated it was hoped the discussion would center on these issues.

Dr. Garrity indicated this item was a report item not an action item and was part of providing for a systematic look at the components of the problem.

Dr. Guy made a presentation followed by others in the audience including the two health center physicians, staff, students and people from the community. A new staffing proposal was presented by Dr. Calkins. Cost to students of emergency hospital calls and insurance rates, convenience, hours of operation, quality of service provided, competence, dedication and concern of present staff for students, use of services by the handicapped, effect of services of the center on recruitment and retention, health insurance coverage and conception of student health services were discussed.

Dr. Lundy indicated he hoped a decision would be made soon and invited the Board to meet with a smaller group for further discussion.

The Chairman thanked everyone who participated in the discussion and indicated the Board's decision will be a better decision because of the additional input.

RECESSED

Chairman Clifton recessed the Board meeting at 11:54 a.m. for lunch.

RECONVENED

The special Board meeting was reconvened at approximately 1:35 p.m.

Faculty Senate Chairman

Dr. Garrity expressed his appreciation to the Chairman of the Faculty Senate, Dr. Frank Carlson, for his support and counsel during the past year.

Dr. Kenneth Hammond will be the new Faculty Senate Chairman.

Off Campus Programs

Dr. Garrity indicated that Central Washington University has had programs off campus for 4 decades. The purpose of the report is to bring to the Board's attention recent policy development and policy procedures and resulting problems the university is faced with.

Dr. William Benson reviewed the status of the Summer School, Continuing Education, International Programs and in more depth the off campus programs and problems caused by the C.P.E. guidelines and implementation documents.

RECESS FOR EXECUTIVE SESSION

The meeting was recessed by Chairman Clifton at 2:20 p.m. to allow the Board to meet in executive session to discuss personnel matters.

RECONVENED

The special meeting was reconvened at 2:55 p.m.

Release from Contract

Dr. Garrity indicated that Philip E. Long, Assistant Professor of Geology, has been released from his contract at his request for the 1979-80 academic year.

Resignation--Faculty

President Garrity indicated Gordon B. James' resignation effective at the end of summer session, 1979, has been accepted.

Resignation - Department Chairman

President Garrity stated the resignation of Dr. Robert Y. Dean as Chairman of the Department of Mathematics effective August 31, 1979, has been accepted.

Appointments--Adjuncts and Acting Professor (field)

Dr. Garrity noted the following appointments have been made:

- a. Stuart V. Freeman, Adjunct Assistant Professor of Allied Health Sciences
- b. Gary R. Kane, Adjunct Instructor of Psychology
- c. Karen Lee Vialle, Adjunct Instructor of Political Science
- d. Steven A. Windell, Acting Assistant Professor of Business Administration, effective until further notice

Appointments--Faculty (one year or less)

Dr. Garrity indicated the following appointments have been made:

- a. Philip M. Backlund, Assistant Professor of Communication, from September 15, 1979 through June 15, 1980

- b. Steven R. Lukasiak, Acting Instructor of Librarianship, from September 1, 1979 through August 31, 1979
- c. Patrick S. Owens, Acting Instructor of Librarianship, from July 1, 1979 through August 31, 1979
- d. Frances K. Bovos, Teaching Associate in Early Childhood Education, effective for the 1979-80 academic year
- e. Edith M. Greatsinger, Teaching Associate in Early Childhood Education, effective for the 1979-80 academic year
- f. Joye M. Heimbeck, Teaching Associate in Early Childhood Education, effective for the 1979-80 academic year
- g. Mary Ellen Matson, Teaching Associate in Early Childhood Education, effective for the 1979-80 academic year
- h. Barbara A. Miller, Teaching Associate in Early Childhood Education, effective for the 1979-80 academic year
- i. Jo B. Mitchell, Teaching Associate in Early Childhood Education, effective for the 1979-80 academic year
- j. Gertrude M. Rodine, Teaching Associate in Early Childhood Education, effective for the 1979-80 academic year
- k. Janet E. Silva, Teaching Associate in Early Childhood Education, effective for the 1979-80 academic year

Reassignment

Dr. Garrity indicated that Calvin G. Willberg, Associate Professor of Geography, has been reassigned for the 1979-80 academic year to the faculty of the Computer Science Program (75% Computer Science; 25% Geography)

Appointments--Department Chairman and Program Directors

President Garrity notes the following appointments of department chairmen and program directors have been made appointments subject to provisions listed in Part VII, page 13, of the Policies and Procedures Manual)

- 1. Robert K. Carlton, Professor of Education, appointment as Chairman of the Department of Education effective September 1, 1979, and running through August 31, 1983
- 2. Lawrence L. Lowther, Professor of History, appointment as Acting Chairman of the Department of History effective September 1, 1979, and running through August 31, 1980
- 3. William F. Cutlip, Associate Professor of Mathematics, appointment as Chairman of the Department of Mathematics effective September 1, 1979, and running through August 31, 1983

4. Joseph S. Haruda, Professor of Music, appointment as Chairman of the Department of Music effective September 1, 1979, and running through August 31, 1983
5. Janet M. Lowe, Professor of Biology, appointment as Director of the Allied Health Sciences Program effective September 1, 1979, and running through August 31, 1983
6. George G. Town, Associate Professor of Computer Science, appointment as Director of the Computer Science Program effective September 1, 1979, and running through August 31, 1983
7. Robert E. Pacha, Professor of Biology, appointment as Director of the Medical Technology Program effective September 1, 1979, and running through August 31, 1983
8. Ronald J. Boles, Professor of Biology and Science Education, appointment as Director of the Science Education Program, effective September 1, 1979, and running through August 31, 1983

COMMUNICATIONS

The following communications were received by the Board:

- A. Letter from G. R. Cutts, dated April, 1979
- B. Letter from Henry M. Jackson, dated April 12, 1979
- C. Letter from Albert H. Bowker, dated April 12, 1979
- D. Letter from Stuart Allen, dated April 23, 1979
- E. Letter from Charles Stastny, dated April 24, 1979
- F. Letter from Sadie Townsend, dated May 2, 1979
- G. Letter from Michael Williams, dated May 2, 1979
- H. Letter from Mike McCormack, dated May 7, 1979
- I. Letter from Georgia D. Flannagan, dated May 14, 1979
- J. Letter from Harold and Margaret Nelson, dated May 23, 1979
- K. Petition from Paulette Forman and others, dated May, 1979
- L. Letter from Virginia F. Tozer, dated May, 1979
- M. Memorandum from Larry L. Lowther, dated May 23, 1979
- N. Picture of Inauguration Platform Guests, from Bill Whiting

NEW BUSINESS

Resolutions for Signing and Endorsing Checks

Motion No. 5211: Mr. Galbraith moved, seconded by Mr. Broughton to adopt the following resolutions:

1. Resolution No. 79-2 - Peoples National Bank of Washington
2. Resolution No. 79-3 - Rainier National Bank
3. Resolution No. 79-4 - The Pacific National Bank of Washington

The motion carried.

Leave of Absence

Motion No. 5212: Mr. Broughton moved, seconded by Mr. Galbraith, to approve a leave of absence without pay for Dee R. Eberhart, Professor of Geography, effective spring quarter, 1980, time to count toward seniority. The motion carried.

Recommendation for Distinguished Professor

Motion No. 5213: Mr. Galbraith moved, seconded by Mr. Munro, to accept the recommendation for Distinguished Professor of the University in Teaching, Research and Public Service as contained in Dr. Harrington's letter to Dr. Garrity dated May 21, 1979, and that the announcement is to be made at an appropriate time at the Honors Convocation. The motion carried.

Promotions - Faculty

Motion No. 5214: Mr. Munro moved, seconded by Mr. Hogan, to approve the following promotion list as recommended by President Garrity. The Chairman commended the administration for the method of presentation of the promotions. The motion carried.

Program "01"

<u>TO PROFESSOR</u>	<u>DEPARTMENT</u>
1. Jimmie R. Applegate	Education
2. Peter M. Burkholder	Philosophy
3. W. Frederick Cutlip	Mathematics
4. Anne S. Denman	Anthropology
5. Byron L. DeShaw	Education
6. William V. Dunning	Art
7. Ilda M. Easterling	Foreign Languages
8. John M. Herum	English
9. Paul E. LeRoy	History
10. John M. Pearson	Physical Education
11. Kent D. Richards	History
12. L. Don Ringe	Geology
13. Stamford D. Smith	Biology
14. Warren R. Street	Psychology
John L. Purcell (Title Change)	

TO ASSOCIATE PROFESSOR

DEPARTMENT

- | | |
|------------------------|-----------------------------|
| 1. Laura L. Appleton | Sociology |
| 2. Thomas L. Blanton | English |
| 3. Barbara M. Brummett | Music |
| 4. Robert M. Envick | Technology & Industrial Ed. |
| 5. Wayne A. Fairburn | Business Administrative |
| 6. Gary M. Galbraith | Art |
| 7. Corwin P. King | Communication |
| 8. Mike Lopez | Ethnic Studies |
| 9. Dieter Romboy | Foreign Languages |
| 10. Bonalyn B. Smith | Music |
| 11. Hugh M. Spall | Economics |
| 12. Allen C. Vautier | Accounting |

Library -- Program "05"

TO ASSOCIATE PROFESSOR

1. Makiko Doi

TO ASSISTANT PROFESSOR

1. Robert H. Novak

Tenure - Faculty

Motion No. 5215: Mr. Broughton moved, seconded by Mr. Munro, to approve tenure for the following faculty as recommended by the President, Vice President, Deans and their colleagues. The motion carried.

Tenure

<u>Arts & Humanities</u>	Title
Art	
Cynthia K. Bennett	Assistant Professor of Art
Music	
Bonalyn Bricker Smith	Assistant Professor of Music
Peter Gries	Assistant Professor of Music
<u>Business</u>	
Accounting	
Gary W. Heesacker	Assistant Professor of Accounting
Business Administration	
Allen K. Gulezian	Professor of Business Administration
Economics	
Richard S. Mack	Associate Professor of Economics
<u>Natural Science & Mathematics</u>	
Biology	
Robert F. Lapen	Associate Professor of Biology

Professional Studies

Title

Technology & Industrial Education

Galer W. Beed
David K. Calhoun
Robert M. Envick

Professor of Technology & Ind. Ed.
Asst. Prof. of Tech. & Ind. Ed.
Asst. Prof. of Tech. & Ind. Ed.

Social & Behavioral Sciences

Sociology

Jan H. Mejer

Assistant Professor of Sociology

Library

Makiko Doi

Asst. Prof. of Library Sciences

Retraining Leave

Motion No. 5216: Mr. Galbraith moved, seconded by Mr. Munro, to approve a retraining leave for the first five weeks of the 1979 Summer Session for George Macinko, Professor of Geography and Director of Environmental Studies. The motion carried.

Administrative Leave

Motion No. 5217: Mr. Galbraith moved, seconded by Mr. Hogan, to approve an administrative leave for Burton J. Williams, Professor of History and Dean of the School of Social and Behavioral Sciences, effective January 1, 1980, and extending to July 1, 1980. The motion carried.

President Garrity indicated he strongly recommended approval of this type of leave which he felt should be encouraged as long as funds are available.

Senate House Bill 319

SHB No. 319 allows the trustees to develop guidelines for a policy to allow employees to take classes. It was intended that a number of issues would be discussed with other institutions and a uniform policy developed to present to the trustees. The bill becomes effective June 7, 1979, and in order for a policy to become available to Central's employees for summer session it is necessary to propose an interim policy. Discussions with other institutions will take place later this month. A final policy will then be developed to begin in September.

Motion No. 5218: Mr. Munro moved, seconded by Mr. Hogan, to approve the Staff Educational Benefits Interim Policy-Summer, 1979, as presented. The motion carried. A copy of the policy is attached.

Change to Faculty Code of Personnel Policy and Procedure

Motion No. 5219: Mr. Munro moved, seconded by Mr. Broughton, to approve the following Faculty Code changes. The motion carried.

2.30 Procedure for Determining Promotions (p. 30)

- (4) ...The dean or director will notify each eligible faculty member in writing indicating what his priority ranking is and whether or not he is being recommended for promotion. This information shall remain in the personnel files only upon the written consent of the faculty member.

2.95 Professional Leave---Salary and Administration (p. 43)

- A. Final recommendations regarding candidates for professional leave made by the Professional Leave Committee to the vice president for academic affairs shall be presented to the president of the university and the Board of Trustees for final approval. Faculty members given professional leave shall receive ~~a fraction of the regular salary they would receive~~ 75% of the regular salary they would receive if they remained engaged in their usual duties ~~the fraction to be based on the following scale:~~

1-quarter-----	50% of salary
2-quarters-----	66-2/3% of salary
3-quarters-----	75% of salary

- B. Salaries of faculty members on professional leave will be adjusted according to when step and/or scale adjustments are made in the salary schedule ~~in~~ during their absence.

2.130 Professor Emeritus Appointments

- B. add:
(10) may serve on any committees dealing substantially with retirement or emeriti faculty.

NEXT MEETING

The next special meeting of the Board will be on June 22, 1979.

ADJOURNMENT

Chairman Linda Clifton declared the meeting adjourned at 3:39 p.m.

Attachment #1



CENTRAL WASHINGTON UNIVERSITY

Ellensburg, Washington 98926

Affirmative Action/Equal Employment Opportunity/Title IX

May 29, 1979

CENTRAL WASHINGTON UNIVERSITY STAFF EDUCATIONAL BENEFITS

INTERIM POLICY - SUMMER, 1979

Pursuant to Chapter 82, Laws of 1979, and this policy, the University offers educational benefits for employees.

A full-time permanent employee who has been accepted as a student at the University may take up to five (5) credit hours of course work with tuition, operating, and Service and Activities fees waived subject to the following conditions:

1. Eligible employees must hold appointment to full-time positions and have attained permanent status. For purposes of this section, full-time staff shall include all permanent employees who are employed on a forty-hour-per-week basis, including employees scheduled for forty hours per week for more than six months per year on an instructional-year basis.
2. Attendance in class will be on the employee's own time, during non-working hours. However, with the supervisor's approval and providing all time is made up within a week, up to five (5) hours of time per week for scheduled course work may be undertaken during the employee's regular working hours through adjustment of the work schedule. The supervisor's decision on whether or not to adjust an employee's work schedule will be sufficient and will not be grievable under the various grievance procedures. Participants must have on file in their departments an approved make-up-time plan and a schedule of class time.
3. An employee who registers for more than five (5) credit hours per term (both sessions for Summer term) will be considered for purposes of this policy a student rather than an employee and will not be eligible for the waiver of any fees and will therefore be responsible for the payment of tuition and fees on all credit hours taken.
4. All charges and deposits including special course fees beyond the basic tuition, operating, and Service and Activities fees are the employee's responsibility and must be paid.
5. An employee registering for tuition-exempt course work is not entitled under this policy to receive student benefits (e.g., Health Center and other services and/or rates).
6. An employee taking course work under this policy must complete the usual admissions requirements. Course prerequisites must be complete unless waived by the instructor.



7. Faculty wishing to take course work under this policy must have a planned course of study approved by the Vice President for Academic Affairs.
8. A registration fee of \$5 must be paid.
9. Space must be available in the course selected and participation must not result in an extra section.
10. All credit hours generated under this policy will be separately accounted for and will not affect formulae entitlements.
11. In order to initiate registration under this policy, contact the ^{Admission} Registrar's Office and complete the Faculty-Staff Tuition Exemption Request form.