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1980 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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COLLEGE OF LETTERS
ARTS AND SCIENCES

MINUTES
REGULAR MEETING
BOARD OF TRUSTEES
CENTRAL WASHINGTON UNIVERSITY
ROOM 143
BOUILLON HALL
SEPTEMBER 13, 1980
9:00 A.M.

The regular meeting of the Board of Trustees was called to order by Chairman Thomas S. Galbraith, 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

Mr. Thomas S. Galbraith, Chairman
Mr. Don F. Broughton, Vice Chairman
Mrs. Linda J. Clifton
Mr. James S. 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 and Financial Affairs
Dr. Donald E. Guy, Dean of Student Development
Mr. Larry Lawrence, Chairman, Faculty Senate

CHANGES TO THE AGENDA

All changes to the agenda were listed on the printed addendum to the agenda which was furnished to the members of the board.

APPROVAL OF MINUTES

The minutes for the regular meeting of June 20, 1980, were declared by Chairman Galbraith, approved as submitted.

REPORTS

Introduction of New Assistant Attorney General

Mr. Gary L. Ikeda, the new Assistant Attorney General assigned to Central Washington University, was introduced to the members of the board and the audience, by President Garrity.

Status of Reserves and Budget Changes as of August 20, 1980

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Mr. Courtney Jones reported to the board on the Status of Reserves and Budget Changes and on the possible 2% cut to the current 1980-81 budget which, under the Governor's direction, has been requested by the Office of Financial Management. The current budget would be cut by \$482,000. The final decision on whether to implement the cut will be made in late September or early October. Mr. Jones indicated that at this time OFM indicates a 95% chance that the cut will be made.

Cleanup Costs for Mt. St. Helen's Eruption

Mr. Jones reported on the documented costs to date for Central's expenses related to the Mt. St. Helen's disaster. Those costs total \$112,501. The Federal Survey Teams have visited the campus and have identified items totalling \$43,008 as being eligible for reimbursement from federal funds. Mr. Jones indicated there has been no further communication from the federal representatives and it is possible the eligibility amount could be further reduced. No reimbursement funds have been received. At the present time these costs are being absorbed out of regular budgeted funds but this could cause problems later on.

Final 1981-83 Capital and Operating Budget Request Documents

Mr. Jones summarized the documents submitted to the board for the final 1981-83 Capital and Operating Budgets.

He indicated there were no material changes from the Capital Budget Request document approved by the board this spring.

Mr. Jones noted that in preparing the 1981-83 Operating budget request the university has been required to specify how it would absorb a 12% cut to projected current level operations. Both Dr. Garrity and Mr. Jones agreed that cutting the budget to target levels would have a major devastating effect on the university. The total biennial cut from the university request would be \$14,684,000 and would necessarily involve reduction in force. Mr. Jones indicated the Office of Financial Management has asked for a specific plan on the proposed reduction at a time when the faculty is not on campus and much discussion would be required to explore alternatives and establish priorities. A letter has been sent to Mr. Jacobsen identifying general program reduction alternatives to be considered. By November 4, Director Lyle Jacobsen will require specific amounts by sub-categories.

President Garrity discussed the question of increased tuition and fees. The Council of Postsecondary Education has prepared a staff report on this and will be reporting to the legislature. They will be recommending that the legislature consider raising tuition to approximately one-fourth the cost of instruction, to be phased in over the biennium. The president noted one aspect which causes major concern is that OFM has figured a 30% increase in tuition and treated those funds as state revenue. This translates the Tuition and Fees into tax and has the effect of lowering the amount of state support. The president asked for guidance and thoughts from the members of the board on the prospect of raising tuition and fees and the related concerns. He noted

he needed the direction from the board in communicating with the Governor, Legislature and Council for Postsecondary Education.

Mrs. Clifton raised the question of the impact on students and whether increased tuition and fees might possibly block access to higher education for some students. She noted the correlating impact on Central.

After further discussion during which Mr. Broughton, Mr. Munro and Mr. Hogan spoke in favor of state support and tuition being maintained at traditional levels so that higher education institutions can continue to supply quality education to everyone, the board agreed they should take a strong stand that historic levels of support be maintained.

President Garrity indicated in reply to a question from the board as to what form their assistance could take in this matter, that the board could make a direct communication to the CPE in the form of a resolution when specific actions are proposed.

Establishment of Bank Account at Central Washington Bank,
Chelan, Washington

President Garrity noted the bank account was established at the Central Washington bank in Chelan, Washington, for the purpose of depositing receipts from the Chelan Summer Theater. The account was just for summer quarter, 1980 and is in the process of being closed at this time. Signatories were authorized in the normal manner as indicated.

A short discussion ensued regarding the various aspects of the summer theater program at Chelan. Mrs. Clifton indicated she had attended one evening and felt it was excellent.

Change in Assignment/Title

Dr. Harrington reported the following changes in assignment/title:

Robert M. Benton, Professor of English, change in assignment from Coordinator of Academic Grants and Contracts to the Department of English, effective fall quarter, 1980

Zoltan Kramar, Professor of History, change in assignment from Interim Dean of the School of Arts and Humanities to the Department of History, effective fall quarter, 1980

Bernard L. Martin, Professor of Mathematics, change in assignment from Dean of the School of Natural Science and Mathematics to 50% in Computer Sciences and 50% in the Department of Mathematics, effective fall quarter, 1980

Cheryl A. McKernan, Adult Reading Specialist, change in assignment to Assistant Director of the Academic Skills Center, effective September 1, 1980 and ending June 30, 1981

Kent D. Richards, Professor of History, change in assignment to Associate Dean for Graduate Studies and Research, effective September 1, 1980, and running through August 31, 1981

Dr. Richards was introduced to the members of the board by Dr. Comstock.

Warren R. Street, Professor of Psychology, change in title from Chairperson of the Douglas Honors College Committee to Director of the Douglas Honors College

Donna Jo Vandagriff, Assistant Professor of Education, assigned Coordinator, Tri-Cities Coordinating Center (appointment on one-half time basis, other half assigned to Education Department) effective September 1, 1980, and running through August 31, 1981

Appointment--Dean

Dr. Harrington reported the following appointment to the board:

Burton J. Williams, Professor of History, appointed as Dean of the College of Letters, Arts and Sciences, effective for the period September 1, 1980, through August 31, 1981

Appointment--Department Chairmen (appointment subject to the provisions listed in Part III, page 13 of the Policies and Procedures Manual)

Dr. Harrington reported the appointment of the following Department Chairmen:

Everett A. Irish, Associate Professor of Physical Education, appointed Acting Chairman of the Department of Physical Education, Health and Leisure Services, effective September 1, 1980 through August 31, 1981, or until a permanent chairman is appointed whichever is sooner.

George Stillman, Professor of Art, appointed Chairman of the Department of Art, effective September 1, 1980, and running through August 31, 1984

Appointments--Part-time/Temporary

Dr. Harrington reported the following part-time/temporary appointments:

Arthur G. Bowman, Acting Professor of Business Administration, on a part-time basis for the 1980-81 academic year

Mary K. Clarke, Teaching Associate as Media Coordinator in the Early Childhood Education Center, temporary, part-time position for fall quarter, 1980 only

Philip C. Dumas, Professor of Biology, Academic Planner from August 1, 1980, through August 31, 1980, on a half-time basis

Gloria Goedecke, Acting Instructor of English, part-time assignment for fall quarter, 1980, only

Edward Golden, Assistant Professor of Business Administration, appointment effective for the 1980-81 academic year only

Jacqueline M. Grebmeier, Project Assistant for the Marine Cultural Resource Management project, assignment effective from September 15, 1980, through August 31, 1981, according to terms specified in letter

Glenn D. Hartmann, Assistant Director of the Central Washington Archaeological Survey, effective for the period September 1, 1980, through August 31, 1981

James D. Jansen, Acting Instructor of Technology and Industrial Education, effective for fall quarter, 1980, only

Phyllis A. Lellman, Teaching Associate in Early Childhood Education, effective for the 1980-81 academic year only

Linda J. McCown, Assistant Education Coordinator in the Medical Technology Program, effective from September 8, 1980 through June 30, 1981 only (Civil-Service exempt position)

Keith W. Richardson, Assistant Professor of Accounting, appointment effective for the 1980-81 academic year only

Mitchell L. Ringe, Instructor of Foods and Nutrition, assignment effective for fall quarter, 1980, only

Dale V. Samuelson, Acting Instructor of Aeronautical Science, assignment effective for the 1980-81 academic year only

David N. Shorr, Assistant Professor of Early Childhood Education, appointment effective for the 1980-81 academic year only

Frederick C. Skinner, Acting Instructor of Technology, assignment effective for fall quarter, 1980, only

Helen G. Smith, Lecturer in the Academic Skills Center, assignment effective for the 1980-81 academic year only

Madge A. Young, Associate Professor of Education, assigned as Director of the Center for Women's Studies on a half-time basis for 1980-81 (one-half in Education)

Robert W. Young, Women's Volleyball Coach, assignment effective on a part-time basis for fall quarter, 1980, only

Pam Zupan, Assistant Director of Cooperative Education, assignment effective September 1, 1980, through October 31, 1980

Ronald W. Caples-Osorio, Coordinator of Bilingual Programs with rank of Assistant Professor, 12-month appointment for one year only

Brent T. Goodey, Associate Project Director--SAFTYE Project, effective from September 10, 1980 to June 10, 1981 only (funded by grant)

Edwin K. Hill, Assistant Professor of Technology and Industrial Education, effective for the 1980-81 academic year only

Lyle J. Radcliffe, Assistant Professor of Accounting, effective for the 1980-81 academic year only

Sharon E. Schwindt, Assistant Professor of Health Education, effective for the 1980-81 year only

Termination of Adjunct Appointment

Dr. Harrington reported the following termination of an Adjunct appointment:

Joyce L. Morden, Adjunct Instructor of Anthropology, termination effective fifteen days from date notified

Appointment--Adjuncts (appointments to begin immediately and continue until further notice)

Dr. Harrington reported the following Adjunct appointments:

Verna N. Guatney, Adjunct Lecturer of Family Studies
Carl W. Keeler, Adjunct Instructor of Psychology
Sharon M. Lippincott, Adjunct Instructor of Sociology
James J. McGiffin, Adjunct University Professor
Arne E. Sippola, Adjunct Assistant Professor of Early Childhood Education

President Garrity indicated that Drs. Williams and Danton had joined with him in seeking out Mr. McGiffin to see if he would share himself with us. The president noted that in our community there are a small number of people who are unusually talented and are a rich reservoir of experiences. He indicated Mr. McGiffin is such a person. The president also noted that Mr. McGiffin was being assigned the title of "Adjunct University Professor" because he will not be associated with just one program. Dr. Garrity concluded his remarks by indicating he felt Central would be richer from the association as he felt Mr. McGiffin is one of the true and few renaissance men.

Resignation--Faculty

Dr. Harrington reported the following resignation:

Frances D. Sparks, Instructor of Librarianship, resignation effective August 31, 1980

Appointment of New Administrative Personnel

Dr. Donald Guy reported the appointment of the following new administrative personnel:

- Carl W. Keeler, Director of Residence Living
- John K. Sonnen, Assistant Director of Residence Living

Administrative Resignation

Dr. Guy reported the following administrative resignation:

- Oscar Trinidad, Advisor in the Educational Opportunities Program, resignation effective September 1, 1980

Dali Lithograph

President Garrity indicated Central was the fortunate recipient of a Salvador Dali lithograph entitled "APPARITIONS" which is now displayed in the Board Room of Bouillon Hall. The acquisition came about as a result of Central's membership in the National Association for the Exchange of Industrial Resources (NAEIR), a not-for-profit organization which arranges gifts to educational institutions of equipment, inventory and real estate which businesses no longer need. The objects are furnished to institutions usually with only a freight charge collected from the recipient organization.

Donald Ross Gift

Mr. Larry Lium reported on the gift of ocean front property by Mr. Donald Ross, a 1929 graduate of Central, to the Central Washington University Foundation. It is proposed that a trust will be established with the funds from the sale of the property to be used primarily for the benefit of the university's Studies Toward Aging and Retirement (STAR) program in which Mr. Ross is interested.

The board asked that the secretary prepare a letter for the chairman's signature relaying their sentiments to Mr. Ross for his generosity.

COMMUNICATIONS

The board acknowledged a letter dated August 21, 1980 from Wesley E. Berglund, Chairman, The Evergreen State College Board of Trustees.

NEW BUSINESS

Acceptance of Construction, Randall Hall Safety Corrections

MOTION NO. 5351: Mr. Munro moved, seconded by Mr. Hogan, to accept the construction work for the project as furnished and installed by Central Heating and Plumbing, Company, Yakima, Washington for the Randall Hall Safety Corrections. The motion carried.

Hiring of Firm as Design Consultants for Steam Line from Boiler House to D Street

MOTION NO. 5352: Mr. Hogan moved, seconded by Mr. Munro, to authorize the hiring of the firm of Wood Harbinger, Inc. of Seattle, Washington as design consultants for a steam line from the Boiler House to "D" Street. The motion carried.

Awarding Distinguished Civil Service Status

MOTION NO. 5353: Mr. Hogan moved, seconded by Mrs. Clifton, to award Distinguished Civil Service Status to the following individuals. The motion carried.

- Adolph J. Brickley, Chief of Campus Safety, retired June 23, 1980
- William Charles, Gardener II, retired July 31, 1980
- Barbara A. Davis, Administrative Secretary to the Assistant Attorney General, resigned July 31, 1980
- Delos "Jack" Mettler, Painter, retired June 30, 1980

Technology and Industrial Education Power Tech Lab

MOTION NO. 5354: Mr. Hogan moved, seconded by Mr. Broughton, to engage Thompson, Miller & Lyons, Engineers, Seattle, Washington, for the mechanical and electrical engineering consulting service for remodeling an existing storage building. The motion carried.

Resolutions of Appreciation

MOTION NO. 5355: Mr. Munro moved, seconded by Mrs. Clifton and Mr. Hogan, to adopt the following resolutions in recognition of Dr. Kramar and Dr. Martin. The motion carried.

Mr. Hogan read the resolutions.

RESOLUTION NO. 80-4

WHEREAS Dr. Zoltan Kramar was appointed as Interim Dean of Arts and Humanities in September of 1976; and

WHEREAS Dr. Kramar served with distinction and with humaneness and gave unselfishly of his time to assist the faculty and students in his school and to provide academic leadership in his school;

WHEREAS the University community will miss him in his role as Interim Dean wherein he made many valuable contributions to Central;

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees wishes to publicly express appreciation to Dr. Zoltan Kramar for his faithful, dedicated and intelligent service as a member of the administration from September, 1976, to September, 1980.

Dated: September 13, 1980 Signed: Thomas S. Galbraith
Donald F. Broughton
Linda J. Clifton
James S. Hogan
S. Sterling Munro

RESOLUTION NO. 80-5

WHEREAS Dr. Bernard L. Martin was appointed to Central Washington University's faculty in 1959; and

WHEREAS Dr. Martin has served first as Assistant Dean of Arts and Sciences, and then as Interim Dean of Arts and Sciences, and finally as Dean of Natural Sciences and Mathematics from 1966 through 1980; and

WHEREAS Dr. Martin gave unselfishly of his time to provide academic leadership, to further the excellence of Central Washington University, to add to programs in his area and to assure that Central had an outstanding faculty; and

WHEREAS the University community will miss him in his role as Dean wherein he made many valuable contributions to Central;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees wishes to publicly express appreciation to Dr. Bernard L. Martin for his faithful, dedicated and intelligent service as a member of the administration from July, 1966, to September, 1980.

Dated: September 13, 1980 Signed: Thomas S. Galbraith
Donald F. Broughton
Linda J. Clifton
James S. Hogan
S. Sterling Munro

President Garrity joined with the board in recognizing the contributions of Dean Kramar and Dean Martin as they leave their administrative posts due to the reorganization of the academic area. For Dr. Kramar the president noted his extended interim service, his specialization in military history, his scholarliness and spoke of him as a humane and lettered person.

The president noted there were few positions in administration that Dr. Martin has not held during his long service in the field. He indicated that Dr. Martin's contributions were such that it would take a long period of time to recite.

Mr. Galbraith extended the board's appreciation for the service of the two gentlemen which was above and beyond the call of duty. Mr. Galbraith then presented each with a hand lettered copy of the resolution adopted and signed by the board.

Dr. Kramar and Dr. Martin responded to the president and to the board.

Release From Contract

MOTION NO. 5356: Mr. Broughton moved, seconded by Mr. Hogan, to approve the request of Henry Wichmann, Associate Professor of Accounting, to be released from contract (appointment approved by the Board of Trustees on April 25, 1980). The motion carried.

Leave of Absence

MOTION NO. 5357: Mr. Broughton moved, seconded by Mrs. Clifton, to approve the following leaves of absence. The motion carried.

A. James Hawkins, Associate Professor of Drama, recommended for a leave of absence without pay for winter quarter, 1981 (time to count towards seniority)

J. Arthur Keith, Professor of Education and Coordinator of Tri-Cities Off-Campus Programs, recommended for a leave of absence without pay for the 1980-81 academic year (time to count towards seniority)

Faculty Appointments

MOTION NO. 5358: Mrs. Clifton moved, seconded by Mr. Broughton, to approve the following faculty appointments. The motion carried.

Roger S. Fouts, Professor of Psychology with tenure, appointment effective for the 1980-81 academic year

John O. Moore, Assistant Professor of Accounting, appointment effective for the 1980-81 academic year

Janet M. Reinhardtson, Assistant Professor of Education, appointment effective for the 1980-81 academic year

Lawrence A. Wald, Assistant Professor of Education,
appointment effective for the 1980-81 academic year

Proposed Services and Activities Fees Guidelines

Dr. Guy submitted proposed Service and Activities Fee Guidelines for consideration of the board. The revisions were necessary to bring Central into conformance with recent legislation. Although Central has been in 95% compliance there were a few revisions which needed to be made, for example, the Joint Student Fees Committee will become the Service and Activities Fees Committee.

MOTION NO. 5359: Mrs. Clifton moved, seconded by Mr. Broughton, to amend the proposed guidelines as follows:

Page 2, e. Insert the following words (underlined) in the first sentence so the sentence reads: "Subsequent review by the Dean of Students of the budget prepared by the S & A Fee Committee includes a meeting with the S & A Fee Committee, Dean of Students and the President of the University to discuss any areas of disagreement.

Page 3, e. Delete the words "to discuss" and insert the words "in an attempt to resolve", in the first line

f. Add the word "remaining" in the third line of the paragraph before the word "differences"

3. Add the following words (underlined) in the second sentence so the sentence reads: "Such a grievance must be filed at the President's office within two calendar weeks following the S & A Fee budget approval by the Board of Trustees or 2 weeks after discovery of use for purposes outside of the guidelines."

The motion carried.

MOTION NO. 5360: Mrs. Clifton moved, seconded by Mr. Broughton, to adopt the S & A Fee Guidelines as amended. The motion carried.

Administrative and Faculty Salary Scales

President Garrity indicated he would give a descriptive presentation of the administrative and faculty salary scales item and then suggest that the board move into Executive Session for a discussion.

The president reviewed the salary management plan which provides the process upon which the salary recommendations are based. The committee met in accordance with the plan and reviewed new positions and appeals. He outlined briefly the policies used upon which

recommendations were based. He indicated the board will need to consider several matters (1) adjustments to the salary schedule (2) specific salary recommendations, and (3) dual role of those who serve in administrative positions and who hold academic rank. The latter would not involve dollar amounts at this time but would involve recognition of a step adjustment. The president indicated he would ask for approval for making these adjustments along with a fourth matter which would be a recommendation to increase pay granted to graduate assistants from \$6.00 to \$6.25 per hour.

EXECUTIVE SESSION

Chairman Galbraith announced the board would go into executive session at approximately 11:21 a.m.

RECONVENED

The regular meeting of the Board of Trustees was reconvened by the chairman at approximately 12:12 p.m.

NEW BUSINESS (Continued)

Administrative and Faculty Salaries

MOTION NO. 5361: Mr. Munro moved, seconded by Mrs. Clifton, that the board adopt the Salary Structure of 7.5% as recommended by the Salary Committee and at the same time adopt the salaries for the Administrative Personnel. This includes the salary for the President as set by the Board. The motion carried.

President Garrity pointed out that this action did not mean everyone would receive a 7.5% salary increase. The same procedure is used for faculty and administrators providing for merit increases.

MOTION NO. 5362: Mr. Munro moved, seconded by Mrs. Clifton, to accept the recommendation for step adjustment for some individual members of the administration who also hold rank. The motion carried.

This has to do with their rank in their faculty position and does not affect their current salary.

MOTION NO. 5363. Mr. Munro moved, seconded by Mrs. Clifton, to approve an increase in graduate assistant salaries from \$6.00 per hour to \$6.25 per hour for the academic year 1980-81. The motion carried.

INTRODUCTION

President Garrity introduced Larry Lawrence who is the current chairman of the Faculty Senate.

NEXT MEETING

The next regular meeting of the board will be held November 14, 1980, at 7:00 p.m.

ADJOURNMENT

The meeting was declared adjourned by Chairman Galbraith at approximately 12:17 p.m.

The regular meeting of the Board of Trustees was called to order by Chairman Thomas H. Galbraith, in the Board of Trustees Room, Mueller Hall 183, on the campus of Central Washington University in Ellensburg, Washington.

MEMBERS

Present

- Mr. Thomas H. Galbraith, Chairman
- Mr. Don B. Brumback, Vice Chairman
- Mrs. Linda J. Clifton
- Mr. James A. Brown

Absent

- Mr. H. Sterling Moore

Guests

- Dr. Donald L. Gentry, President
- Dr. Edward J. Worthington, Vice President for Academic Affairs
- Mr. Courtney S. Jones, Vice President for Business and Financial Affairs
- Dr. Donald H. Day, Dean of Student Development
- Mr. Larry Lutzner, Chairman, Faculty Senate

REPORTS TO THE BOARD

Changes to the agenda were noted on the revised agenda which was given to the members of the board and the administrators.

APPROVAL OF MINUTES

The minutes for the regular meeting of September 11, 1980 were declared by Chairman Galbraith, approved as submitted.

REPORTS

Status of Reserves and Budget Changes, October 28, 1980

There were no questions on the Status of Reserves and Budget Changes Report as of October 28, 1980, as submitted by Mr. Jones.