

11-20-1981

1981 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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MINUTES
REGULAR MEETING
BOARD OF TRUSTEES
CENTRAL WASHINGTON UNIVERSITY
ROOM 143
BOUILLON HALL
NOVEMBER 20, 1981
7:00 P.M.

RECEIVED
FEB 1 1982

COLLEGE OF LETTERS
ARTS AND SCIENCES

The regular meeting of the Board of Trustees was called to order by Vice Chairman Sterling Munro, in the Board of Trustees' Room, Bouillon Hall 143, on the campus of Central Washington University in Ellensburg, Washington.

ROLL CALL

Present

Mr. Sterling Munro, Vice Chairman
Mr. Thomas S. Galbraith
Mr. James Hogan
Mrs. Linda J. Clifton
Mr. Robert A. Case, II

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 Students

APPROVAL OF MINUTES

Hearing no dissent, the Vice Chairman declared the minutes of the regular meeting of September 11, 1981 and the special meeting of the Board of Trustees of September 25, 1981 approved as submitted.

CHANGES TO THE AGENDA

There were no changes to the agenda distributed at the meeting.

REPORTS

Status of Reserves and Budget Changes, November 3, 1981

Mr. Courtney Jones presented the Status of Reserves and Budget Changes, November 3, 1981, report to the Board. Mrs. Clifton asked what were the specific sources of funds transferred according to the report. Mr. Jones explained the fiscal processes involved and stated that the total budget does not increase.

Transfer of retirement credits from TIAA/CREF (Teachers Insurance Annuity Association/College Retirement Equities Fund) to Washington State Teachers' Retirement System

Courtney Jones related to the Board the series of events leading to the request by certain faculty to be returned to the Washington State

Teachers' Retirement System and answered questions posed by the Board.

Changes in assignment for faculty

The following changes in assignment for faculty were reported to the Board:

Elbert E. Bilyeu, Professor of Spanish, assigned to teach in Morelia, Mexico for Winter Quarter, 1982 (CECEMMAC)

David G. Canzler, Associate Professor of English, assigned as exchange professor to Anhui University, People's Republic of China, effective from September, 1981, to July, 1982

Dale E. Otto, Professor of Early Childhood Education, assigned to teach .5 FTE in the Department of Education and .5 FTE in the Academic Skills Center, effective for the 1981-82 academic year

John Q. Ressler, Professor of Geography, assigned to teach in London, England, for Spring Quarter, 1982 (NICSA)

Faculty appointments--temporary; part-time; or one-year only

The following faculty appointments, temporary, part-time, or one-year only, were reported to the Board:

Christie A. Brown, Instructor of Modern Dance, part-time, Fall Quarter, 1981, only

A. Bert Christianson, Acting Professor of Music, part-time, Fall Quarter, 1981, only

Robert E. Dufault, Acting Instructor of Flight Technology, part-time, Fall Quarter, 1981, only

Wanda H. Fujimoto, Lecturer in Business Administration, full-time, Fall Quarter, 1981, and part-time (53% FTE) for January through June, 1982

Edward Golden, Assistant Professor of Business Administration, effective for the 1981-82 academic year only

B. Joan Green, Instructor in Home Economics, effective Fall Quarter, 1981, only

H. Prater Hogue, Acting Instructor of Flight Technology, part-time, Fall Quarter, 1981, only

A. Ann Lovell, Coordinator, Fort Steilacoom Leisure Services Program, Fall Quarter, 1981, only

David A. Lundy, M.D., Instructor and Supervisor of Paramedic Practica, temporary appointment for the 1981-82 academic year

Lynne B. McClure, Assistant Professor of Business Administration, effective for the 1981-82 academic year only

Colleen K. Mileham, Assistant Professor of Home Economics, effective Fall Quarter, 1981, only

Carol J. Moisan, Acting Instructor in Textiles Art, part-time, Fall Quarter, 1981, only

Russell L. Nichols, Instructor in Leisure Service, part-time, Fall Quarter, 1981, only

Margaret E. Ratcliff, Instructor in Paramedic Program, part-time, Fall Quarter, 1981, only

Keith W. Richardson, Assistant Professor of Accounting, effective for the 1981-82 academic year only

Pamela M. Thomas, Instructor in Physical Education, part-time, Fall Quarter, 1981, only

Lyle M. Whiteman, Acting Instructor of Speech Pathology and Audiology, part-time, Fall Quarter, 1981, only

Release from contract

The following release from contract was reported to the Board:

Timothy H. Hill, Assistant Director of Cooperative Education, granted release from contract effective December 1, 1981

Adjunct Appointment

Appointment of an adjunct professor was reported to the Board as follows:

James C. Chatters, Adjunct Assistant Professor of Anthropology

Termination of adjunct appointments

The following terminations of adjunct appointments were reported to the Board, to be effective fifteen days from the date notified:

Cedran G. Arzner, Adjunct Lecturer of Physical Education
 David L. Birkner, Adjunct Lecturer of Physical Education
 George C. Brown, Adjunct Lecturer of Physical Education
 Bud C. E. Cairns, Adjunct Assistant Professor of Physical Education
 Debra Ann Collins, Adjunct Lecturer of Physical Education
 J. Michael Collins, Adjunct Lecturer of Physical Education
 Douglas E. Goodlet, Adjunct Lecturer of Physical Education
 Gerald E. Hambley, Adjunct Lecturer of Technology and Industrial
 Education
 Bette H. Hamblin, Adjunct Lecturer of Early Childhood Education

William G. Hillar, Adjunct Lecturer in Health Education
 Bruce D. Hume, Adjunct Lecturer of Technology and Industrial
 Education
 Yvonne M. Hunt, Adjunct Lecturer of Physical Education
 Kathryn L. Keyes, Adjunct Lecturer of Technology and Industrial
 Education
 Gordon C. Kimbell, Adjunct Lecturer of Technology and Industrial
 Education
 Karl B. Kluge, Adjunct Professor of Technology and Industrial
 Education
 David Kneeland, Adjunct Lecturer of Physical Education
 Gail LeCompte, Adjunct Lecturer of Physical Education
 Virginia L. Lintott, Adjunct Lecturer of Physical Education
 Darryl G. Lloyd, Adjunct Lecturer of Physical Education
 David A. Longmuir, Adjunct Lecturer of Physical Education
 Daniel C. Miller, Adjunct Assistant Professor of Physical
 Education
 Douglas L. Miller, Adjunct Lecturer of Physical Education
 Christine Patterson, Adjunct Lecturer of Physical Education
 Richard H. Schultz, Adjunct Lecturer of Physical Education
 Frank Svoboda, Adjunct Lecturer of Safety Education
 Larry E. Tadlock, Adjunct Lecturer of Occupational Education
 Lawrence G. Thompson, Adjunct Assistant Professor of Technology
 and Industrial Education

Japan trip

At the request of Mr. Munro, President Garrity gave the Board a short report on his Japan trip, describing the universities visited and the contacts made at each. He told of visiting the University of Tsukuba in Niihari-gun, Kanazawa University in Kanazawa, Shimane University in Matsue, Kobe City University of Foreign Studies in Kobe, and Kyoto University of Foreign Studies in Kyoto. He stated that one of the highlights of the trip was meeting with Central alumni in Tokyo and discovering the number of friends Central already has in Japan.

President Garrity also reported on the interaction with our sister university, Anhui University in Hefei, Anhui Province, People's Republic of China. Professor David Ganzler, Department of English, is our first exchange professor to the People's Republic of China, and Central has received nominations of two faculty members at Anhui University to come to CWU, one to be a faculty member and one to study.

It is anticipated similar relationships may be forthcoming with the universities visited in Japan.

Legislative report

President Garrity reviewed the current status of the legislature as far as reported to him as of the time of the meeting citing for the Board the figures presently being discussed. No definite information as to Central's budget modifications will be available until both the House and the Senate have agreed to the overall application of reductions.

COMMUNICATIONS

No communications had been received for the Board to review at this meeting.

OLD BUSINESS

There were no items of business pending from prior meetings.

NEW BUSINESS

Mr. Munro introduced the newest member of the Board of Trustees, Mr. Robert A. Case, II of Ellensburg, and welcomed him to the Board. Mr. Case was appointed by Governor Spellman to serve a term from October 15, 1981 until September 30, 1987.

A reception for Mr. Don F. Broughton, former Chairman of the Board, had been held the afternoon of November 20, 1981, and Mr. Munro acknowledged the tribute. Mr. Broughton's term expired September 30, 1981.

Retirement of faculty

Dr. Burton Williams, Dean, College of Letters, Arts and Sciences, presented to the Board the recommendation for acceptance of the requests for retirement of Professor Elwyn Odell and Professor Keith Rinehart, and a summary of the contributions of each to higher education.

MOTION NO. 5496: Mr. Galbraith moved, seconded by Mrs. Clifton, to approve the request for retirement for Elwyn H. Odell, Professor of Political Science, effective the end of Spring Quarter, 1982, and that he be granted the title of Emeritus Professor of Political Science. Motion carried.

MOTION NO. 5497: Mr. Galbraith moved, seconded by Mr. Hogan, to approve the request for retirement of Keith Rinehart, Professor of English, effective June 30, 1982, and that he be granted the title of Emeritus Professor of English. Motion carried.

Dr. Jimmie Applegate, Dean, School of Professional Studies, presented to the Board the recommendation for acceptance of the request for retirement of Dr. Madge A. Young, Professor of Education, and related her accomplishments in higher education to the assembly.

MOTION NO. 5498: Mrs. Clifton moved, seconded by Mr. Hogan, to approve the request for retirement of Madge A. Young, Professor of Education, effective at the close of Summer Session, 1982, and that she be granted the title of Emeritus Professor of Education. The motion carried.

Leaves of Absence for faculty

MOTION NO. 5499: Mr. Hogan moved, seconded by Mr. Galbraith, that Patricia J. Lacey, Assistant Professor of Physical Education, be granted a leave of absence without pay, effective for the 1982-83 academic year, time not to count toward seniority. Motion carried.

MOTION NO. 5500: Mr. Hogan moved, seconded by Mrs. Clifton, that Connie M. Roberts, Assistant Professor of Business Education and Administrative Management, be granted a leave of absence without pay, effective Winter and Spring Quarters, 1982, time not to count toward seniority. Motion carried.

MOTION NO. 5501: Mrs. Clifton moved, seconded by Mr. Galbraith, that Margaret A. Sahlstrand, Associate Professor of Art, be granted a one-half time leave of absence without pay for the 1982-83 academic year, time to count toward seniority. Motion carried.

MOTION NO. 5502: Mr. Hogan moved, seconded by Mr. Galbraith, to grant Charles W. Vlcek, Professor of Instructional Media, a leave of absence without pay, effective from December 2, 1981, through April 16, 1982, time not to count toward seniority. Motion carried.

Faculty Appointments

MOTION NO. 5503: Mr. Hogan moved, seconded by Mr. Galbraith, approval of the appointment of Karen D. Martinis as Assistant Professor of Accounting, effective Fall Quarter, 1981. Motion carried.

MOTION NO. 5504: Mr. Hogan moved, seconded by Mr. Galbraith, to approve the appointment of Daniel F. Ring, Assistant Professor of Librarianship, effective February 1, 1982. Motion carried.

Master of Science in Organization Development

Dr. Dale Comstock, Dean, Graduate Studies and Research, reviewed the proposal previously discussed with the Board in the Spring and related its subsequent acceptance by the Council for Postsecondary Education.

MOTION NO. 5505: Mr. Galbraith moved that the proposed Master of Science in Organization Development be approved for implementation by Central Washington University Fall, 1982. Seconded by Mr. Case. Motion carried.

Fees

MOTION NO. 5506: Mr. Galbraith moved, seconded by Mr. Hogan, that effective December 1, 1981, a \$3.00 transcript fee be charged for the first copy and \$2.00 for each additional copy requested to be mailed at the same time; and a \$2.00 fee be charged for transcripts delivered over the counter. Motion carried. This charge is a recovery of expense.

MOTION NO. 5507: Mr. Hogan moved, seconded by Mr. Galbraith, that effective Winter Quarter, 1982, the following fees be charged by the Music Department:

Individual and semi-private practice room piano use. (Applicable to those students registered for the study of an instrument.)

\$10.00 per quarter for the study of a single instrument
\$ 5.00 per quarter for the study of a second instrument

Class piano instrument use fee

\$5.00 per quarter for all students enrolled in class piano

CWU-owned instrument use fee

\$5.00 per quarter for the use of any CWU-owned orchestral instrument for use by a student for a full quarter

Student affected: Woodwind Class
 String Class
 Brass Class
 Private lessons in WW, Brass
 and Strings
 Band and Orchestra students
 (Winds and Strings)
 Jazz Band students
 Percussion students assigned a
 specific instrument

Recital fee

\$25.00 for use and tuning of piano

It was explained that funds received from these fees would be used to repair, maintain, replace, and tune, as necessary, instruments.

Motion carried.

Distinguished Civil Servant Status

MOTION NO. 5508: Mrs. Clifton moved, seconded by Mr. Galbraith, to grant Distinguished Civil Servant Status to Mr. Clinton Noyes, Maintenance Mechanic II, effective with his retirement on November 30, 1981. Motion carried.

MOTION NO. 5509: Mr. Hogan moved, seconded by Mrs. Clifton, to grant Distinguished Civil Servant status to Mr. Verlin Cox, Custodian Lead, effective upon his retirement November 30, 1981. Motion carried.

At this point, Mr. Galbraith interjected complimentary comments regarding the apparent dedication to the campus and Central by custodial and maintenance staff as evidenced by the condition of the buildings and grounds and asked that the Board's pleasure and pride be relayed to the staff.

MOTION NO. 5510: Mr. Hogan moved, seconded by Mr. Galbraith, to grant Distinguished Civil Servant status to Mrs. Lois Doblle, Retail Clerk II in the University Bookstore, effective upon her retirement, October 30, 1981. The motion carried.

MOTION NO. 5511: Mrs. Clifton moved, seconded by Mr. Hogan, to grant Distinguished Civil Servant status to Charles Flake, Painter Lead, effective upon his retirement, November 30, 1981. Motion carried.

MOTION NO. 5512: Mr. Hogan moved, seconded by Mrs. Clifton, to grant Distinguished Civil Servant status to Robert Leahy, Plumber/Pipefitter/Steamfitter, effective upon his retirement, November 30, 1981. Motion carried.

MOTION NO. 5513: Mr. Hogan moved, seconded by Mr. Galbraith, to grant Distinguished Civil Servant status to Arthur Darby, Electrician, effective upon his retirement, November 30, 1981. Motion carried.

Mr. Munro asked that a copy of Mr. Bechtel's recommendations be forwarded to the recipients of Distinguished Civil Servant status who reported to him.

McConnell Hall Remodel - Modification of auditorium interior

MOTION NO. 5514: Mrs. Clifton moved, seconded by Mr. Hogan, to approve the contract documents prepared by the Bumgardner Architects, accept the proposal of the low bidder and award the construction contract. Motion carried. Contract was awarded to Gilbert Moen Co. of Yakima, WA. in the amount of \$86,200.

Small Boiler Installation

MOTION NO. 5515: Mr. Galbraith moved, seconded by Mr. Hogan, that the firm of Wieland and Lindgren and Associates of Seattle, Washington be hired as design consultants for installation of a small boiler at Central Washington University. Motion carried.

This small boiler and enclosure will be installed at the site of the present boiler house.

Resurface of track - Tomlinson Field

Mr. Courtney Jones, Vice President for Business & Financial Affairs, told the Board of the cooperative spirit of the contractor on this project, and the Board asked that he relate to the company its pleasure.

MOTION NO. 5516: Mr. Hogan moved, seconded by Mr. Galbraith, to accept the resurfacing and striping of the track at Tomlinson Field as accomplished by Rub-A-Turf Company. Motion carried.

Resolution 81-3--updating appointment authority list

MOTION NO. 5517: Mr. Hogan moved, seconded by Mr. Galbraith, that Resolution 81-3 updating the appointment authority list for Central Washington University be adopted as submitted by the administration. Motion carried. (copy on file in the President's office)

Contract negotiations with classified employees - Bargaining Unit II

President Garrity reviewed the background information concerning this item stating that at its regular meeting on May 21, 1981, the Higher Education Personnel Board approved a request by the Washington Federation of State Employees to establish a new classified employee bargaining unit at CWU (affirmed in writing on June 29, 1981). The new unit, Bargaining Unit II, includes all classified employees allocated to the

following nonsupervisory classes:

Animal Technician I/II/III	Office Assistant I/II/III/IV-Typing
Benefit Administrator	Secretary I/II/III
Building Services Coordinator	Personnel Representative I/II
Checkstand Operator	Program Assistant I/II
Computer Operator I/II/III	Research Technologist I/II/III
Conference Coordinator I/II	Retail Clerk I/II/III
Credentials Evaluator I/II/III	Science Instructional Technician I
Data Control Technician I/II/III	Systems Analyst/Programmer I/II/ III/IV/V
Data Entry Operator I/II/III/IV	Systems Programmer I/II/III
Library Specialist I/II	Telecommunications Analyst I/II
Library Technician I/II/III	Telephone Services Operator I/II
Magnetic Tape Typist I/II - Composer	Veterans Advisor
Office Assistant I/II/III	Word Processing Operator I/II/Lead

and the inclusion of classified employees allocated to permissive supervisory classes when their positions do not require supervisory responsibilities (e.g., certain Administrative Assistants A, Administrative Secretaries A, and Secretaries IV).

The Higher Education Personnel Board certified the Washington Federation of State Employees as exclusive representative of the employees of the new unit on October 26, 1981. As exclusive representative, the WFSE is entitled to act for, and to negotiate collective agreements covering all employees in the unit, and is responsible for representing the interests of all such employees.

MOTION NO. 5518: Mr. Hogan moved, seconded by Mr. Galbraith, that Business Manager F. W. Allison be appointed chief negotiator and Larry Danton, Dean, School of Business and Economics, Frank Schneider, Dean, Library Services, and Karen Moawad, Director, Student Union Building, be appointed members of the Central Washington University negotiating team authorized to engage in collective bargaining with the certified exclusive representative of the employees of Bargaining Unit II; provided, however, that authority for final approval of the negotiated agreement remain with the Central Washington University Board of Trustees. The motion carried.

In response to President Garrity's request, Mr. James Hogan and Mr. Robert Case, II were designated as liaison committee from the Board to work with the University negotiating team on a continuing basis to participate in discussions as necessary.

Election of officers

The expiration of Mr. Don Broughton's term on the Board of Trustees left the group without a Chairman. Therefore, an election was called for.

MOTION NO. 5519: Mr. Galbraith moved, seconded by Mrs. Clifton, that Sterling Munro be elected Chairman of the Board of Trustees and James Hogan be elected Vice Chairman. Motion carried.

President Garrity alerted the Board to the legislative proceedings which indicate a special meeting may be necessary to review the final budget reductions designated for Central Washington University.


NEXT MEETING

A special meeting of the Board of Trustees is called for December 11, 1981 at 7:00 P.M. in Room 143 of Bouillon Hall with the main topic being budget adjustments. In the event the legislature has not adjourned by that date, the meeting will be canceled.

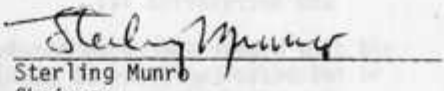
The next regular meeting of the Board of Trustees is scheduled for February 5, 1982 at 7:00 P.M. in Room 143 of Bouillon Hall.

ADJOURNMENT

The meeting was adjourned by Chairman Munro at approximately 9:40 P.M.



Gloria Craig
Secretary
Board of Trustees
Central Washington University



Sterling Munro
Chairman
Board of Trustees
Central Washington University

RESOLUTION NO. 81-3

A resolution of the Board of Trustees of Central Washington University designating certain persons as "Appointing Authority" for employment purposes and delegating the Board of Trustees' powers and duties of employment under RCW 28B.40.120 (2) to certain designated persons

WHEREAS, RCW 28B.10.528 provides as follows:

"The governing boards of institutions of higher education shall have power, when exercised by resolution, to delegate to the President or his designee, of their respective university or college, any of the powers and duties vested in or imposed upon such governing board by law. Delegated powers and duties may be exercised in the name of the respective governing boards";

BE IT THEREFORE RESOLVED, That under the provisions of RCW 28B.10.528 and under the provisions of the Higher Education Personnel Board Rules, the Board of Trustees of Central Washington University designate that person now holding or subsequently appointed to the position of President of Central Washington University as "Appointing Authority" for the purposes of employment, discipline or termination of any classified staff employee of Central Washington University and delegate to that person now holding or subsequently appointed to the position of President of Central Washington University the powers and duties vested in and imposed upon the Board of Trustees of Central Washington University by the Legislature in RCW 28B.35.120 (2), to employ individuals as members of the classified staff of the institution, who, except as otherwise provided by law, shall hold their positions until discharged therefrom by the President or his designee for good and lawful reasons,

and

BE IT FURTHER RESOLVED, That under the provisions of RCW 28B.10.528 and under the provisions of the Higher Education Personnel Board Rules, the Board of Trustees of Central Washington University designate those persons now holding or subsequently appointed to any of the presidentially designated positions set out below as "Appointing Authority" for purposes of employment, discipline or termination of any classified staff employee under that person's immediate supervision; and delegate to those persons now holding or subsequently appointed to any of the presidentially designated positions set out below the powers and duties vested in or imposed upon the Board of

Trustees of Central Washington University by RCW 28B.35.120 (2), to employ individuals as members of the classified staff of the institution in positions of employment under that person's immediate supervision, who, except as otherwise provided by law, shall hold their positions until discharged therefrom by any of the persons now holding or subsequently appointed to any of the presidentially designated positions, set out below, of Appointing Authority, for good and lawful reasons, and all actions taken pursuant to this resolution may be subject to the approval or disapproval of the President of Central Washington University.

IT IS FURTHER RESOLVED, That the following list shall constitute the presidentially designated positions to which the designation as "Appointing Authority" and the delegations of powers and duties set forth in this resolution are made:

President
Chair of Faculty Senate
Special Assistant to the President
Director of University Relations and Development
Director of Alumni
Director, University Relations
Director of Affirmative Action
Dean of Students
Director of Student Activities
Associate Dean of Students
Assistant Dean of Students
Director of Health Center
Director of Career Planning and Placement
Director of Counseling Center
Director of Financial Aid
Director of Testing and Evaluation
Assistant Dean for Minority Affairs & Educational Opportunity
Vice President for Academic Affairs
Dean of the School of Business & Economics
Dean of the College of Letters, Arts & Sciences
Dean of the School of Professional Studies
Dean of Undergraduate Studies
Dean of Graduate Studies & Research
Assistant Vice President for Off-Campus Programs
Dean of Library Services
Director of Instructional Media
Dean of Admissions and Records
Registrar
Director of Admissions
Director of Institutional Studies
Vice President for Business & Financial Affairs
Director of Computer Services
Director of Facilities Planning and Construction
Controller
Business Manager

- Director of Business Services & Contracts
- Director of Physical Plant
- Director of Personnel & Benefits
- Director of Auxiliary Services
- Director of Housing
- Manager of Food Services
- Manager, University Store

PROVIDED, That the President may, at any time, withdraw the presidential designation from any one of the aforementioned presidentially designated positions and shall notify the Board at its next regular meeting of such action; Provided, further, that any additions to the aforementioned list of presidentially designated positions must be approved by resolution of the Board of Trustees of Central Washington University.

BE IT FURTHER RESOLVED, That all actions taken pursuant to this delegation of powers and duties may be exercised in the name of the Board of Trustees of Central Washington University.

ADOPTED THIS 20th DAY OF November, 1981.

APPROVED:

By: Steuin Muno
 Chairman, Board of Trustees
 Central Washington University

ATTEST:

Maria J. Craig
 Secretary, Board of Trustees
 Central Washington University