

6-18-1982

1982 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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Employee Council

MINUTES
REGULAR MEETING
BOARD OF TRUSTEES
CENTRAL WASHINGTON UNIVERSITY
ROOM 143
BOUILLON HALL
JUNE 18, 1982

7:00 P.M.

RECEIVED
JUL 29 1982

COLLEGE OF LETTERS
ARTS AND SCIENCES

ROLL CALL

Present

Mr. Robert A. Case, II
Mrs. Linda Clifton
Mr. Sterling Munro, Chairman

Absent

Mr. James S. Hogan, Vice-Chairman
Mr. Thomas Galbraith

Others

Dr. Donald L. Garrity, President
Dr. Edward 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

The minutes of the special meeting of May 19, 1982 were considered for approval with the following change: beginning with the words, "she could accept. . ." in the last sentence of paragraph 2 on page 2, end the sentence, ". . .this policy as workable."

The minutes of the special meeting of May 19, 1982 were approved as amended.

CHANGES TO THIS AGENDA

No changes were made to the agenda distributed.

REPORTS

Faculty appointments, temporary or part-time

The following temporary or part-time faculty appointments were reported to the Board:

Christie A. Brown, Instructor of Modern Dance, part-time assignment effective spring quarter, 1982, only

Gwen Scott Howard, Instructor, Reference Librarian, assignment effective from May 11, 1982 and ending November 10, 1982

C. Boyd Johnson, Associate Professor of Business Administration, assignment effective for the 1982-83 academic year only.

Appointment of adjunct professors

The following adjunct professor appointments were reported to the Board:

Richard L. Franzen, Adjunct Associate Professor of Allied Health Sciences, appointment effective immediately and to continue until further notice.

Michael Talbott, Adjunct Professor of Geography & Land Studies, appointment effective immediately and to continue until further notice.

Status of Reserves and Budget Changes

The status of reserves and budget changes report as of May 28, 1982 was presented to the Board by Mr. Courtney Jones.

Report on Capital Projects under \$100,000

The Board received a report on the status of the capital projects under \$100,000 from Courtney Jones who stated that the projects are presently on schedule.

1983-85 Operating Budget Request and 1983-85 Capital Budget Request

Mr. Courtney Jones referred to the material on the 1983-85 budgets sent to the Board and said that he would like to present the information and be guided by any comments Board members may wish to make this evening. The item will come back to the Board for action in September. He then continued with his presentation. In the discussion following, Vice President Jones answered questions on various components of the budgets.

COMMUNICATIONS

The Board acknowledged receipt of the following communications:

1. Letter from Frank Erickson, Art of Jewelry, Ellensburg, Washington dated May 20, 1982, received June 3, 1982
2. Letter from Mary Cecil James, Ellensburg, Washington dated June 17, 1982, received June 18, 1982
3. Letter from Philip Garrison, Assistant Professor of English dated June 14, 1982, received June 14, 1982 which is to be included on the agenda for the next Board meeting.

OLD BUSINESS

No old business was pending for Board consideration.

NEW BUSINESS

Proposed S & A Fee Budget, 1982-83

Dr. Donald E. Guy, Dean of Students, presented the proposed Services and Activities Fee budget for the 1982-83 year and told the Board that all S & A Fee budget users will be required to hold 5% of their budget in reserve until the winter quarter S & A revenue from enrollment is realized.

MOTION NO. 5576: Mrs. Clifton moved, seconded by Mr. Case, that the Services and Activities Fee budget for the 1982-83 year be approved as submitted.

Motion carried.

Proposed revision of the rules governing the Board of Academic Appeals,
revised June, 1982

Dr. Donald Guy, Dean of Students, presented to the Board the revised Rules Governing the Board of Academic Appeals for Central Washington University recommending adoption.

MOTION NO. 5577: Mr. Case moved, seconded by Mrs. Clifton, that the Rules Governing the Board of Academic Appeals for Central Washington University as revised be adopted. Motion carried. (Copy of revised rules on file in the office of the President.)

Proposed amendment by the A.S.C. Board of Directors to revise A.S.C.
constitution and bylaws

The Dean of Students presented to the Board the summary of changes to the Constitution and Bylaws of the Associated Students of Central proposed by the A.S.C. In the ensuing discussion, Dr. Guy answered questions from the Board members regarding election methodology, agenda responsibility and other pertinent matters identified in the proposed changes.

MOTION NO. 5578: Mr. Case moved for adoption of the proposed amendment to revise the A.S.C. constitution and bylaws as presented. Motion died for lack of a second.

Discussion continued of points of concern among the Board members. After clarification of the issues, the following motion was made:

MOTION NO. 5579: Mrs. Clifton moved, seconded by Mr. Case, that the changes to the Associated Students of Central Constitution and Bylaws be approved with the understanding that such approval should not be interpreted as approval of the merit of such changes, but rather the approval of the right of the Associated Students of Central to make such changes.

Motion carried.

1982-83 Budget

President Garrity summarized for the Board the activities undertaken by the University administration as a result of the governmentally-mandated reductions in relation to the 1982-83 budget and recommended that the Board approve the submission subject to modification caused by the issuance of Executive Order 82-13 by Governor John Spellman which calls for a further reduction in the biennial budget of the University, and further that such approval be contingent upon any further action by the legislature of the state and the Governor.

Mrs. Clifton spoke of her participation with the Budget group on campus and felt reassured that every effort has been made to protect the priorities of the University with instruction being the top priority; to examine not only the immediate but also the long-range effects of the cuts being made; and that the process being followed allows for modification as is evidenced in the submission to the Board at hand.

Mr. Case, the second member of the Board who worked with the on-campus budget group, echoed Mrs. Clifton's sentiments and expressed his belief that the process is working.

MOTION NO. 5580: Mr. Case moved, seconded by Mrs. Clifton, that the 1982-83 budget as presented by the administration be approved subject to further modification due to Governor Spellman's Executive Order 82-13. Motion carried.

President Garrity told the Board that in anticipation of the third round of budget cuts, he has met with various groups to begin work and suggested that the Board may be asked to hold a special meeting in July. He then introduced the newly-elected Chair of the Faculty Senate, Professor Lillian Canzler, and the other members of the Senate Executive Committee present, Professors Jack Dugan, James Hinthorne and Robert Dean, to the Board and told them that this committee is already hard at work in relation to the third round of cuts.

Chairman Munro welcomed the Senate Executive Committee and said that the Board looks forward to working with them.

Addition of temporary, special early retirement provisions to CWU Faculty and Civil Service Exempt Retirement Rules and Regulations

Vice President Courtney Jones reviewed the actions of the legislature relating to special early retirement provisions allowed under SSHB #124 and related the need to amend the CWU Faculty and Civil Service Exempt Retirement Rules and Regulations accordingly. In accordance with the legislation, the section would be deleted January 1, 1983. The present and future fiscal impact is unknown.

MOTION NO. 5581: Mrs. Clifton moved, seconded by Mr. Case that the following section be added to the CWU Faculty and Civil Service Exempt Retirement Rules and Regulations and deleted January 1, 1983:

Special Early Retirement: As authorized by Second Substitute House Bill No. 124, 1982 Legislative Session, any participant, upon written notice to Central Washington University, by and until November 30, 1982, shall be eligible to elect Special Early Retirement to become effective no later than January 1, 1983, provided that the participant (a) has attained the age of 55 years and has at least 10 years of full-time service, or (b) has at least 25 years of full-time service. The benefits of this Special Early Retirement shall be determined without the reduction on account of age required by Rules Section 5.44.

Motion carried.

Distinguished Civil Servant recognition

MOTION NO. 5582: On motion of Mrs. Clifton, second by Mr. Case, Walter L. Anderson, electrician in the Physical Plant was recommended for Distinguished Civil Servant status upon his retirement, May 31, 1982. Motion carried.

MOTION NO. 5583: Mr. Case moved, seconded by Mrs. Clifton, that Charles (Chuck) Boyce, Maintenance Custodian Supervisor in the Physical Plant, be awarded Distinguished Civil Servant status upon his retirement, May 31, 1982. Motion carried.

MOTION NO. 5584: Mrs. Clifton moved, seconded by Mr. Case, to award Distinguished Civil Servant status to Ray McGraw, Administrative Services Manager C in the Physical Plant, upon his retirement, May 31, 1982. Motion carried.

MOTION NO. 5585: Mr. Case moved, seconded by Mrs. Clifton, that Distinguished Civil Servant status be awarded to Carol Pless, Assistant Supervisor in the University Store, upon her retirement June 30, 1982. Motion carried.

Chairman Munro asked that the Board's appreciation be expressed to all of the aforementioned retirees for their years of service to Central.

Tuition and fees for regular sessions - Fiscal Year 1982-83

President Garrity presented the tuition and fee schedule proposed for academic year 1982-83 noting that the most significant changes include an increase for graduate students, the assessing of a minimum charge for 2 credit hours, and an additional charge for each credit hour in excess of 18 credits.

MOTION NO. 5586: Mr. Case moved, seconded by Mrs. Clifton, to accept the proposed schedule to increase tuition and fees for the regular sessions of fiscal year 1982-83 as follows:

<u>Resident (Undergraduate)</u>	10 through 18 credits - \$314
	Each credit over 18 @ \$ 25
	S.E.A. Vet (Max) \$153
<u>Non-resident (Undergraduate)</u>	10 through 18 credits - \$1,070
	Each credit over 18 @ \$ 101
<u>Resident (Graduate)</u>	10 through 18 credits - \$ 440
	Each credit over 18 @ \$ 38
	S.E.A. Vet (Max) \$ 153
<u>Non-resident (Graduate)</u>	10 through 18 credits - \$1,294
	Each credit over 18 @ \$ 123

Motion carried.

Transfer of Retirement Credits from TIAA/CREF to WSTRS

MOTION NO. 5587: Mrs. Clifton moved, seconded by Mr. Case, that the University approve the request of each of the following individuals, L. Dean Nicholson, Walter Arlt, Donald L. Bridges, Darwin Goodey, Joseph Rich, and James P. Levell, to transfer his membership in the CWU Retirement System to the Washington State Teachers' Retirement System (WSTRS): provided, that the WSTRS permit the return to active membership and the restoration of service credit in that system; that the Teachers Insurance and Annuity Association and College Retirement Equities Fund (TIAA/CREF) cancel and rescind the annuity contract(s) issued under the CWU Retirement System and release the accrued retirement funds; and that the individual requesting the transfer relinquish any right to any refund of the amounts in the contract(s) attributable to employer contributions (which includes any earnings related thereto) and to all claims to retirement benefits, including the supplemental retirement benefit, under the CWU Retirement System, and that he execute a release of liability in the form approved (copy available in the Personnel and Benefits Office); further, that the Vice President for Business & Financial Affairs be authorized to execute for and on behalf of the University, each individual's

"Request for Cancellation, Rescission and Release" to TIAA/CREF in the form approved (copy available in the Personnel and Benefits Office).

4% tuition and fee waiver

President Garrity reviewed with the Board those categories of students included in the proposed 4% tuition and fee waiver.

MOTION NO. 5588: Mrs. Clifton moved, seconded by Mr. Case, that the President of the University be given the authority to determine the number and nature of Tuition and Fee waivers to be awarded by the University within the limits prescribed by existing state law. Motion carried.

Steamline - Boiler House to "D" Street; McConnell Hall Remodel; "E" Street Mall and Communication-Electrical Duct Extension; Chestnut Mall - 11th Avenue to 14th Avenue

MOTION NO. 5589: Mr. Case moved, seconded by Mrs. Clifton that the following construction projects be accepted as completed: Steam Line - Boiler House to "D" Street as constructed by Massart Company, Seattle, Washington; McConnell Hall Auditorium remodel designed by Bumgardner Architects and built by Gilbert H. Moen Construction Co., Yakima, Washington; E Street Mall project designed by Jongejan Gerrard & McNeal and built by Fuller Co., Bothell, Washington; and the Chestnut Mall - 11th Avenue to 14th Avenue project, designed by Edward MacLeod & Associates and built by Fuller Co., Bothell, Washington. Motion carried.

Architectural consultant for preparation of asbestos removal in Bouillon and Nicholson Halls

MOTION NO. 5590: Mrs. Clifton moved, seconded by Mr. Case, that Tonkin, Greissinger, Cuykendall & Iles, Architects, Seattle, Washington be approved as the architectural consultants to prepare contract documents for the removal of asbestos in Bouillon Hall & Nicholson Pavilion. Motion carried.

Changes to the Exempt Employees' Code of Personnel Policy and Procedure

In presenting this item to the Board for consideration, President Garrity complimented the administrative group for recognizing some problem areas in the Code and for proposing modifications which would rectify the situation.

MOTION NO. 5591: Mr. Case moved, seconded by Mrs. Clifton, that the Board adopt the amendments to the Exempt Employees' Code of Personnel Policy and Procedure as presented. Motion carried. (A copy of the amendment sheet is attached to these minutes.)

Leave of Absence Without Pay

MOTION NO. 5592: Mr. Case moved, seconded by Mrs. Clifton, to grant a leave of absence without pay for the 1982-83 academic year to Dr. J. Arthur Keith, Department of Education, time to count toward seniority. Motion carried.

MOTION NO. 5593: Mrs. Clifton moved, seconded by Mr. Case, to grant an extension of the leave of absence without pay for the 1982-83 academic year for Ms. Connie Roberts, Department of Business Education and Administrative Management, time not to count toward seniority. Motion carried.

Faculty appointment

MOTION NO. 5594: Mr. Case moved, seconded by Mrs. Clifton, to approve the appointment of Dr. Larry Bundy as Associate Professor of Business Administration for the period from September, 1982 to June, 1983. Motion carried.

Fees

MOTION NO. 5595: Mr. Case moved, seconded by Mrs. Clifton, that the following increases in fees for Home Economics, Family and Consumer Studies be approved:

HOFN 140, Food Preparation to \$20/term
 HOFN 340, Food Management to \$20/term
 HOFN 355, Textile Science to \$ 6/term

Motion carried.

EXECUTIVE SESSION

The Chairman called an executive session of the Board to discuss personnel matters at approximately 9:37 P.M.

RECONVENED

The Board reconvened in open session at approximately 11:35 P.M.

Distinguished Professors of the University

MOTION NO. 5596: Mr. Case moved, seconded by Mrs. Clifton, that a stipend of \$1,000 each be awarded to the Distinguished Professor of the University (Teaching) Distinguished Professor of the University (Public Service), and Distinguished Professor of the University (Research), effective fall quarter, 1982, with the recipients to be named fall quarter, 1982. Motion carried.

Tenure recommendations, effective for academic year 1982-83

MOTION NO. 5597: Mr. Case moved, seconded by Mrs. Clifton, to grant tenure to the following faculty members, effective with the academic year 1982-83. The motion carried.

Sherrie A. Chrysler, Associate Professor of Education
 Charles L. Guatney, Assistant Professor of Business Education
 and Administrative Management
 Corwin P. King, Associate Professor of Communication
 Carolyn J. Schactler, Assistant Professor of Clothing and
 Textiles (Home Economics)

Promotion recommendations

MOTION NO. 5598: Mr. Case moved, seconded by Mrs. Clifton, to approve promotions as recommended by the administration with the accompanying step increase, effective with the 1982-83 academic year:

TO PROFESSOR

Donald G. Dietrich
Barney L. Erickson
John G. Gregor
Beverly A. Heckart
Robert C. Jacobs
Jane T. Jones
Richard S. Mack
Duncan M. MacQuarrie
Dorothy Sheldon-Shrader
Thomas H. Thelen
Rosco N. Tolman
Gordon H. Warren

DEPARTMENT

Chemistry
Mathematics
Physical Education
History
Law & Justice
Music
Economics
Psychology
Education
Biology
Foreign Languages
History

TO ASSOCIATE PROFESSOR

D. Kenneth Calhoun
E. Lillian Canzler
Gerald P. Gunn
Russell W. Hansen
Owen R. Pratz
Blaine R. Wilson

DEPARTMENT

Technology & Industrial Education
Education
Economics
Sociology
Psychology
Business Education and Administrative
Management

Motion carried.

Retirement of faculty

MOTION NO. 5599: Mr. Case moved, seconded by Mrs. Clifton, to approve the request of Mary Ellen Matson, Teaching Associate, Hebel Children's School, for retirement effective June 29, 1982, and that she be granted the title Emeritus Teaching Associate. Motion carried.

Election of officers of the Board of Trustees - 1982-83

MOTION NO. 5600: Mr. Case, moved to cast an elective ballot for the incumbent officers to serve for the year 1982-83. Seconded by Mrs. Clifton and carried. The officers are:

Chairman - S. Sterling Munro
Vice-Chairman - James S. Hogan
Secretary - Gloria J. Craig

Establishment of regular meeting dates for 1982-83

MOTION NO. 5601: Mrs. Clifton moved, seconded by Mr. Case, that the following dates and times be scheduled as regular meetings of the Board of Trustees of Central Washington University for 1982-83:

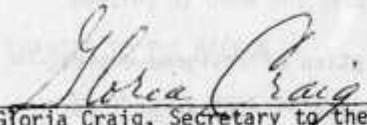
September 24, 1982	7 P.M.	Bouillon 143
November 19, 1982	7 P.M.	Bouillon 143
March 4, 1983	7 P.M.	Bouillon 143
June 17, 1983	7 P.M.	Bouillon 143

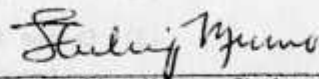
NEXT MEETING

The next regular meeting of the Board of Trustees is scheduled for September 24, 1982, Room 143 of Bouillon Hall at 7 P.M.

ADJOURNMENT

The meeting was declared adjourned at 11:48 P.M.


 Gloria Craig, Secretary to the Board
 Board of Trustees
 Central Washington University


 S. Sterling Munro, Chairman
 Board of Trustees
 Central Washington University

PROPOSED CHANGES IN EXEMPT EMPLOYEES CODE

3.06 Termination, or Reduction of Employment, Due to Financial Exigency or Program Discontinuance

3.061 Termination of an appointment or reduction of employment with commensurate reduction in salary may be effected due to financial exigency or bona fide discontinuance of a program or administrative or instructional unit. In disputed cases where the claim is made that there is no financial exigency or no valid reason for program discontinuance employees shall be able to have the issues reviewed through the grievance procedure, with ultimate review and decision of all controverted issues by the Board of Trustees of the University. In every case of financial exigency, or discontinuance of a program, the University will endeavor to, as far as its fiscal resources permit, give the employee(s) concerned, notice in accordance with the provisions of Section 3.08, or in lieu thereof, severance salary equal to the number of months, or fraction thereof, for which notice was not provided pursuant to provisions of Section 3.08.

4.013 The salary of an employee may be changed as a result of any of the following types of decision which normally affect the salaries, including, but not limited to:

- (1) Adjustments in the basic salary scale,
- (2) Merit increase,
- (3) Change in position description or assigned duties,
- (4) Reduction of employment under provisions of 3.061