

3-4-1983

## 1983 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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*Marian Tucker  
Libery*

MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES  
CENTRAL WASHINGTON UNIVERSITY  
ROOM 143  
BOUILLON HALL

MARCH 4, 1983  
7:00 p.m.

The regular meeting of the Board of Trustees was called to order by Chairman Sterling Munro at approximately 7:05 p.m. 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, Chairman
- Mr. James S. Hogan, Vice-Chairman
- Mr. Robert A. Case, II
- Mrs. Susan E. Gould
- Dr. Harold L. Tracy

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

The minutes of the special meeting of the Board of Trustees held January 21, 1983 were approved as submitted.

CHANGES TO THE AGENDA

No changes were made to the agenda distributed March 4, 1983.

REPORTS

President's Report

President Garrity stated that he would begin by informing the Board on Senate Bill 3435 which has had considerable press coverage and therefore should be spoken of. This bill, if passed, would fundamentally alter the authority of the Board of Trustees and the Boards of Regents within the state. In sum, it would remove from the Boards the authority to determine the salary levels and increases for all exempt employees. It was in relation to this bill that Dr. Garrity was asked to testify on behalf of the Council of Presidents.

The Council of Presidents opposed the bill because we felt it was a fundamental mistake to intrude on the authority of the governing Boards and their ability to set compensation levels and make adjustments on the basis of merit. There was a further aspect in this in that it would take these matters out of the educational setting and by definition would take them into the legislature.

The President said that he testified that logistically the Council of Presidents could not envision the legislature handling matters such as this in a responsible way since it involves something less than 2,000 individuals. Essentially that was the testimony.

The subsequent report in the media took elements of the testimony out of context and it was made to appear that the representative of the Council of Presidents was responding to matters relating to the salaries of the presidents. The Chairman stated that regardless of what went on in the hearing, if the legislature wishes to question the manner in which Boards of Trustees exercise responsibility in this regard, that is their prerogative, and he would be delighted to respond. Several years ago, Central Washington University addressed this very subject of how to determine the fundamental issue of pay for administrators in a responsible fashion. The consulting firm of Norman D. Willis and Associates of Seattle, Washington, compensation specialists, was contracted to give Central the best advice we could get on the subject. A salary program was developed to allocate realistically salary monies and to analyze merit in consideration for increases. The issue of the compensation for the President is considered in the context of that program of determining merit for adjustment at this University as it is for all administrators. The Chairman reiterated his belief that this is the appropriate way to handle the matter and that if the legislative representatives want to explore the issue or wish to modify the approach, that is their prerogative. However, he is proud and confident that this Board has exercised its responsibility appropriately.

President Garrity then introduced Dr. Jerry Jones, Special Assistant to the President, who is Central's legislative liaison officer, who updated the Board on recent activities in Olympia. He reported on the status of the various bills affecting higher education and answered questions posed by Board members.

The Chairman thanked President Garrity and Dr. Jones for a very informative report.

#### Status of Reserves and Budget Changes report - February 16, 1983

Courtney Jones, Vice President for Business & Financial Affairs, reported on the status of reserves and budget changes through February 16, 1983 and answered questions from the Board regarding dedicated revenue, expenditure accounts, and other items on the report.

Report of Capital Projects Under \$100,000

There were no questions regarding the report of Capital Projects under \$100,000 as presented to the Board.

Auditor's Report and Financial Statements for Housing and Food Services, June 30, 1982 and Associated Students, June 30, 1982

Mr. Jones explained that these reports are required of the University to be done by an external accounting firm. There were no questions on the two reports.

Resignation of Administrative Exempt Personnel

The resignation of Ron Hoodye, Assistant Director of Financial Aid, was reported to the Board, effective June 30, 1983.

Resignations of Faculty

The following faculty resignations were reported:

Hugh M. Spall, Associate Professor of Economics, effective at the close of the 1982-83 academic year

Jerrold I. Zinnamon, Assistant Professor of Mass Media, effective February 2, 1983.

Department Chair Appointment

President Garrity reported to the Board the appointment of Corwin P. King, Associate Professor of Communication as Chairperson of the Department of Communication for a four-year term to expire August 31, 1986, subject to the provisions of the Faculty Code, Section 3.03).

Faculty appointments - temporary and part-time

Temporary and part-time appointments of faculty were reported to the Board as follows:

George A. Arthur, Master Sergeant, Army ROTC appointed Instructor of Military Science, effective from January 1, 1983 through August 31, 1983

Vera M. Dudley, Acting Instructor of Business Education, part-time appointment for spring quarter, 1983, only

Susan D. Hanson, Acting Instructor of Aerobic Fitness, part-time appointment for winter quarter, 1983, only

Marilyn J. Hartman, Instructor of English, appointment effective for the 1983-84 academic year only

Dennis J. Hock, Instructor of English, appointment effective for the 1983-84 academic year only

Lynn M. Jenison, Instructor of Distributive Education, part-time appointment spring quarter, 1983, only

Martin R. Kaatz, Emeritus Professor of Geography, part-time spring quarter, 1983, only

Jack I. Lovell, Instructor of Technology and Industrial Education, part-time appointment for spring quarter, 1983, only

Mary F. Minor, Acting Instructor of Business Education, part-time appointment spring quarter, 1983, only

Elwyn H. Odell, Emeritus Professor of Political Science, part-time appointment for spring quarter, 1983, only

The Board expressed its delight that many of our Emeritus faculty are continuing to be active in their disciplines and that we are availing ourselves of their expertise.

#### Preliminary Computer (VAX) Acquisition Plan

In presenting this report to the Board, President Garrity stated that this is the upgrading of our activities, particularly academically and also administratively in the area of the computer, which has been a high priority in this university. We have made significant progress in our operating and capital budget to continue this upgrading.

The President called upon Courtney Jones to continue this report, which he did. Mr. Jones explained that because of the time frames involved (we must present the proposal to the Data Processing Authority around the first of May), the matter is being reported to the Board at the present time with the intention of submitting it for action at the June meeting.

Mr. Jones reviewed the components of the plan with the Board stating that though we just installed the VAX in fall of 1982, the system is already close to saturation. There are 168 terminals on campus and the plan is for all of those to have access by early 1984, which is higher than the VAX can accommodate. We are already experiencing delays. The second VAX would give us backup and expansion capability. We are doing both academic and administrative functions on this system which increases the necessity for a backup system.

Mr. Jones answered further questions relating to the system capabilities regarding storage of data, interfacing with other systems, and the funding for the proposed acquisition.

The item will be brought to the Board for action at its next meeting.

#### COMMUNICATIONS

The Chairman acknowledged receipt of communications from Frank Erickson, Ellensburg, WA dated December 28, 1982 and from Gil Braida, Ellensburg, WA dated February 23, 1983.

OLD BUSINESS

No old business was pending for consideration of the Board.

NEW BUSINESS

Administrative Exempt Professional Leave recommendation

President Garrity told of the policy of the University exempt group in relation to professional leaves. Dr. David Lygre, Assistant Dean, College of Letters, Arts and Sciences, has received the support of Dean Burton Williams and the recommendation was submitted to the committee which was appointed to respond to the application. The President joins in recommending to the Board that Dr. Lygre be granted a professional leave to increase his knowledge of the biochemical basis of aging to the extent of being competent to help teach a course on this subject and to begin work on a book on this subject, from September 1, 1983 through August 30, 1984.

Fellow Board members thanked Robert A. Case, II for presenting them with copies of Dr. Lygre's book, LIFE MANIPULATION.

MOTION NO. 5666: Mr. Case moved, seconded by Mr. Hogan, to approve a professional leave for Dr. David G. Lygre, Professor of Chemistry and Assistant Dean, College of Letters, Arts and Sciences, for the period September 1, 1983 through August 30, 1984 subject to the terms and conditions of Sections 4.05 through 4.11 of the Administrators' Code. Motion carried.

Nicholson Pool Acoustics and HVAC

Courtney Jones reviewed this project saying that the Board had approved the revised budget and construction documents in its meeting of November, 1982 and delegated the authority to accept the low bid and award the contract. Subsequently the bids received were in excess of the approved level of funding, so the institution was unable to proceed. The plan now is to rebid the project with the anticipation it will be completed during the summer months, 1983.

MOTION NO. 5667: Mr. Hogan moved, seconded by Dr. Tracy, to delegate authority to the Vice President for Business and Financial Affairs, or his designee, to approve the revised construction documents prepared by Halvorson, Beach & Bower, to advertise for bids, to accept the low bid if it is within allowable funding, and to award the construction contract. Motion carried.

Asbestos Abatement in Bouillon Hall

Courtney Jones said that Central had previously proceeded with what was hoped to be the completed project. However, this was not the case. The present proposal is to continue the project in the summer of 1983 - a period of approximately 90 days. The architect believes this to be the shortest possible time for completion. Mr. Case asked if the project could be completed



in a shorter period of time if a crew could work around the clock and thereby reduce the number of days the building would have to be evacuated. President Garrity answered in the affirmative - if Central is willing to pay the price. Mr. Jones stated that the architect has been instructed to make that possibility an alternate in the contract.

MOTION NO. 5668: Mrs. Gould moved, seconded by Mr. Hogan, that the Board delegate authority to the Vice President for Business & Financial Affairs or his designee, to approve the selection of Tonkin/Greissinger Architects of Seattle, Washington as the architectural consultants to perform necessary research, contract documents and bidding phase, and construction observation and, further such delegation be extended to advertise for bids, accept the low bid if within the available funding, and to award the construction contract. Motion carried.

#### Hebeler Remodel

Courtney Jones referred to the tour of the Hebeler facility prior to the Board meeting and stated that the administration is proceeding with our plan to remodel Hebeler. There is funding in the Governor's recommendation to accomplish this, but we do not have the funding at this time. If the capital budget is approved prior to the June 17 meeting, we would be in a position to proceed with that project sooner.

Mrs. Gould inquired as to the procedure employed by Central Washington University in selecting an architect. William Ross, Director, Facilities Planning and Construction, was asked to respond and he explained the criteria and the procedure for selection followed. Mr. Ross stated that a representative from the Division of Engineering and Architecture from Olympia will sit on all selection committees for architects for projects in excess of \$10,000.00.

MOTION NO. 5669: Mr. Hogan moved, seconded by Dr. Tracy, that the Board delegate authority to the Vice President for Business & Financial Affairs, or his designee, to hire an architectural consultant, to approve preliminary and construction documents, and to advertise for bids, accept the low bid if it is within available funding, and to award the construction contract for the Hebeler project. The motion carried.

As a point of clarification, President Garrity reaffirmed to the Board that it would be the intent of the administration to bring to the Board the schematic on this project for their consideration and review. Chairman Munro said that the Board is interested in the development of the project as well as the preservation of some of the unique features of the Hebeler building and that the action by the Board on this motion shouldn't be interpreted as a lack of interest henceforth.

#### Transfer of retirement credits from TIAA/CREF to WSTRS

Mr. Jones gave a brief review of the actions leading to this request for transfer by faculty.

MOTION NO. 5670: Mrs. Gould moved, seconded by Mr. Hogan, that the University approve the request of App D. Legg and Jan E. Baldi to transfer his respective membership in the CWU Retirement System to the Washington State Teachers' Retirement

System (WSTRS): provided that theWSTRS 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, under the CWU Retirement System, and that he execute a release of liability in the form previously approved (available in the 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 previously approved (available in the Benefits office). Motion carried.

#### Housing and Food Service Projections 1983-84

President Garrity asked Courtney Jones and Wendell Hill, Director of Auxiliary Services to present this information to the Board. Mr. Hill told the Board that essentially the administration is seeking Board approval to increase the Housing and Food Services rates by 8% for 1983-84. Mr. Munro asked what kind of inflation rate we are using and Mr. Hill replied that no inflation rate per se is being used. The increase merely reflects the increases in expenses Auxiliary Services is experiencing which will exceed the revenue by approximately \$40,000.

Mr. Hill reviewed operations with the Board and answered questions regarding occupancy, Conference Center activities, etc. Mr. Case asked if Mr. Hill would clarify the budget item for the advertising policy. Mr. Hill responded that this is media advertising, some in the CRIER, some on KCWS, etc. We need to inform our customers about the facilities in order to ensure sufficient participants to defray costs. Auxiliary Services must be self-supporting.

Mr. Case stated for the record his belief that Mr. Hill is an institutional treasure and spoke of the royal treatment given patrons of the Auxiliary Services areas. Mr. Hill said that his staff enjoys its work. He then introduced Mr. William Erickson, Auxiliary Services Accountant, whose picture is featured on the cover of the Housing and Food Services Projection Book.

MOTION NO. 5671: Mrs. Gould moved, seconded by Dr. Tracy that the Board of Trustees accept the projections of Auxiliary Services as presented and approve the Housing and Food Service rates for 1983-84 as submitted. Motion carried.

The President advised the Board that this matter will be brought back to them as a report item on rates at a later meeting.

#### Boiler Economizer #3

Courtney Jones told the Board that this is part of the continuing program for conservation. Responding to Mr. Case's question about anticipated savings, Mr. Jones indicated the estimation is that the unit would pay for itself in about three years.



MOTION NO. 5672: Mrs. Gould moved, seconded by Mr. Hogan, to delegate authority to the Vice President for Business & Financial Affairs, or his designee, to award an A/E contract to the firm of Benjamin S. Notkin & Associates, Inc., Seattle, Washington to develop contract documents through the bidding phase and to perform construction observation; then to advertise for bids, accept the low bid if within the available funding, and to award the construction project. Motion carried.

#### Expansion of the Electrical Primary Distribution System

Courtney Jones presented this item to the Board explaining that the project was necessary to continue our looping project to various buildings as outlined in the Boiler-Chiller loop project. This looping gives our system more reliability and efficiency.

MOTION NO. 5673: Mrs. Gould moved, seconded by Mr. Hogan, to accept the construction work for the expansion of the electrical primary distribution system as performed by Maxwell's Electric, Inc., Spokane, Washington, for the contract amount of \$103,588.88, not including Washington State Sales Tax, as complete. Motion carried.

#### Small Boiler Installation

Mr. Jones told the Board that the installation of this small boiler allows its use in place of the larger capacity boiler thereby enhancing our energy conservation capability.

MOTION NO. 5674: On motion of Mr. Hogan with a second by Mr. Case, the Board approved delegation of authority to the Vice President for Business & Financial Affairs, or his designee, to accept the proposal of the lowest responsive bidder on this project if the bid is within available funds, and to award the construction contract.

#### Rescind Leave of Absence

President Garrity explained to the Board the events leading up to the University's request that Roger Reynolds, Assistant Professor of Communication, cut short his leave of absence without pay and indicated that Professor Reynolds has agreed to do so. It is now recommended that the Board act to rescind the leave of absence without pay granted to Roger Reynolds by Motion No. 5538 for the academic year 1982-83.

MOTION NO. 5675: Dr. Tracy moved, seconded by Mrs. Gould, that the leave of absence without pay for the 1982-83 academic year granted to Roger G. Reynolds, Assistant Professor of Communication, by Motion No. 5538 be rescinded, and that he return to full-time teaching spring Quarter, 1983. Motion carried.

#### Retraining Leave

President Garrity presented the proposal for Dr. George C. Grossman, Associate Professor of Education, to take a retraining leave which would allow

him to add to his expertise and knowledge in the area of computer assisted instruction with the recommendation that the Board act favorably in this regard.

MOTION NO. 5676: Mr. Hogan moved, seconded by Mrs. Gould, that Dr. George C. Grossman, Associate Professor of Education be granted a retraining leave for Fall Quarter, 1983 and Winter Quarter, 1984 for the purpose of familiarizing himself with the latest research and activities in the field of computers in the common schools as recommended by the administration. Motion carried.

Dr. Harrington commented that this will answer the need for someone with expertise in this field. At the present time we have had requests with no way to comply.

Faculty appointments

MOTION NO. 5677: Mr. Case moved, seconded by Mr. Hogan, that the following faculty appointments be approved:

John R. Morrison, Lt. Colonel, Air Force ROTC, appointed Professor of Aerospace Studies, appointment effective upon approval by the Board of Trustees

Rodney N. Leary, Captain, U.S. Army ROTC, appointed Assistant Professor of Military Science, appointment effective May 1, 1983

Motion carried.

Reappointments - first probationary year to second (without assurance of tenure)

MOTION NO. 5678: Mr. Case moved, seconded by Mr. Hogan, that the following reappointments of faculty from the first probationary year to the second (without assurance of tenure) be made:

Philip M. Backlund, Assistant Professor of Communication

Judith E. Burns, Assistant Professor of Music

Larry P. Bundy, Associate Professor of Business Administration

Tim L. Yoxtheimer, Assistant Professor of Technology and Industrial Education

Motion carried.

Recommendation for tenure

MOTION NO. 5678: Mr. Hogan moved, seconded by Mr. Case, that Ann F. Donovan, Assistant Professor, Head Curriculum Laboratory, Library Services, be granted tenure as recommended by the administration, effective with the 1983-84 academic year. Motion carried.

At the request of Mrs. Gould, President Garrity reviewed the criteria and the procedures followed regarding tenure saying that teaching, scholarship, University service, and service to the community were all taken into consideration. Mr. Case complimented Dr. Frank Schneider, Dean, Library Services, on the preparation of the material presented to the Board in support of the tenure recommendation for Ann Donovan saying that he felt as if he knew her qualifications very well and that he appreciated the work which went into the preparation.

Leave of Absence

President Garrity stated that the Chair of the Department of Home Economics and Consumer Studies and the Vice President for Academic Affairs join him in recommending to the Board that Patsy L. Whitmer, Assistant Professor of Home Economics, be recommended for an extension of her current year's leave of absence without pay in order to complete work on her doctorate.

MOTION NO. 5680: Mrs. Gould moved, seconded by Dr. Tracy, that Ms. Patsy L. Whitmer, Assistant Professor of Home Economics, be granted an extension of her current year's leave of absence without pay for the 1983-84 academic year (time not to count towards seniority).

Motion carried.

EXECUTIVE SESSION

Chairman Munro declared an executive session at approximately 8:48 p.m. to consider a personnel matter and requested President Garrity, Assistant Attorney General Clarke, and Vice President Edward Harrington to join the Board.

RECONVENED

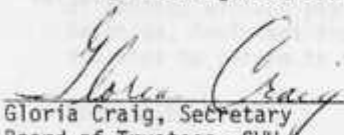
The Board reconvened in open session at approximately 8:55 p.m.

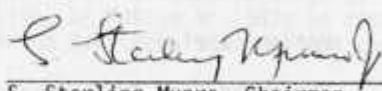
NEXT MEETING

The next regular meeting of the Board of Trustees is scheduled for June 17, 1983 at 7:00 p.m. in Grupe Conference Center.

ADJOURNMENT

The meeting was declared adjourned at approximately 8:56 p.m.

  
Gloria Craig, Secretary  
Board of Trustees, CWU

  
S. Sterling Munro, Chairman  
Board of Trustees, CWU