

9-29-1986

## 1986 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES  
CENTRAL WASHINGTON UNIVERSITY  
SEPTEMBER 29, 1986  
BOUILLON HALL - ROOM 143  
2:00 P.M.

The regular meeting of the Board of Trustees was called to order by Chair Susan E. Gould at 2:00 p.m. September 29, 1986 in Room 143, Bouillon Hall, on the Central Washington University campus in Ellensburg, Washington.

ROLL CALL

Present

Mrs. Susan E. Gould, Chair  
Mr. Rueben A. Flores, Vice Chair  
Mr. Robert A. Case II  
Dr. Carrol A. Hernandez  
Mr. S. Sterling Munro

Absent

Mr. Bruce D. Wilkes  
Dr. R. Y. Woodhouse

Others

Dr. Donald L. Garrity, President  
Dr. Edward J. Harrington, Vice President for Academic Affairs  
Dr. Donald E. Guy, Dean of Students  
Mr. Courtney S. Jones, Vice President for Business & Financial Affairs  
Dr. Ken Gamon, Faculty Senate Chair  
Dr. Jimmie Applegate, Chair, Association of Administrators  
Mr. Mark Johnson, President, Board of Directors, Associated Students of Central Washington University  
Ms. Teresa C. Kulik, Assistant Attorney General  
Mrs. Gloria Craig, Secretary to the Board of Trustees

APPROVAL OF MINUTES

MOTION NO. 6007: Mr. Case moved approval of the minutes of the regular meeting of the Board held June 23, 1986. Motion seconded by Trustees Hernandez and Flores, and carried.

CHANGES TO THIS AGENDA

The Chair noted the following changes to the agenda as requested:

Items VII-D-1 and D-5, Reroofing of the old hospital and asbestos abatement in Edison Hall, were deleted from the acceptance list; Item VII-M, proposed changes to general University policies, modified to indicate "Part 1-Board of Trustees, only; Item VII-O, Faculty Appointments, added the name of Deborah L. Medlar.

REPORTS

President

President Garrity reported that in addition to a basically very good summer session, we were pleased to have several thousand high school students and others visit the campus while attending various conferences through the summer.

Fall activities have gotten off to a good start. We had another successful Preview Week with just under 750 students attending and approximately 600 parents.

Vice President for Academic Affairs

Vice President Harrington asked that Dr. James Pappas, Dean of Admissions and Records bring the Board up-to-date on Fall enrollments. Central must have its report to the State by October 8.

Dean Pappas reported that add/drop is in progress at the present time, but, as of this date, we are sure of 40 additional new freshmen compared to last year (931 total). The upward trend also applies to transfer students with the count being approximately 200 more than last year. Overall, the total FTE is the same as last year.

The registration system ran very well which pleased everyone as this is the first time the system has been utilized for Fall Quarter.

Dr. Pappas gave the Board members an informational packet containing the new admissions material his office has just started using.

Faculty Senate Chair

As the Faculty Senate had not yet met in the new academic year, Chair Ken Gamon reviewed the list of matters to be considered in the near future. In addition to increased emphasis on legislative interaction, activities planned include: 1) as called for in the new Senate bylaws, commencing with the 1986-87 academic year, the Senate will coordinate the faculty opinion survey of administrators; 2) the Senate is planning to set up a new fund called "Friends of the Senate." Donations received in this fund will be used to meet with Legislators when they are in town when it is inappropriate to expend state monies; 3) the group is looking at the effects of tax reform on the retirement system to see if changes are necessary; and, 4) the criteria for the distinguished professor awards are presently being reviewed in an attempt to clarify the procedure.

Student Government

Mark Johnson, Chairman of the Board of Directors of the Associated Students of Central Washington University, told the Board that the ASCWU is looking forward to an exciting and productive year. He said

that the Yearbook project is moving forward rapidly under the guidance of a hardworking, energetic staff.

The Board of Directors purchased a personal computer to help with the paperwork generated and is in process of hiring a programmer.

The Faculty evaluation service will be available on the CWU VAX computer. This is done on a volunteer basis and it is hoped the departments will participate.

On the state level, the ASCWU BOD has been working with the Washington Student Lobby group for the upcoming legislative session. Many issues are being pushed including higher faculty salaries and equitable funding of the state financial aid program.

The Board was invited to attend the Homecoming activities October 17, 18 and 19.

Mr. Johnson stated that the ASCWU BOD is looking forward to working with the Board of Trustees in this new academic year.

#### Association of Administrators

Dr. Jimmie Applegate, Chair of the Association of Administrators, said the Association is also looking forward to a very productive year. They have already met and have submitted an item which is on the action list for this meeting.

#### Status of Reserves and Budget Changes

The Board received the Status of Reserves and Budget Changes report through September 5, 1986 from Vice President Courtney Jones. There were no questions.

#### Capital Projects Under \$100,000

Vice President Jones presented the report of Capital Projects Under \$100,000. Board members had no questions.

### EXECUTIVE SESSION

Chair Gould declared an Executive Session at 2:14 p.m. to discuss personnel matters and announced that the meeting would reconvene at 2:30 p.m. The Chair returned to the meeting room at 2:30 p.m. and announced a 5-minute extension of the Executive Session.

### RECONVENED

The open meeting was reconvened at 2:34 p.m.

#### Resignations - Faculty

The reports continued with the following list of faculty resignations:

Karen D. Adamson, Assistant Professor of Accounting, submitted resignation effective September 25, 1986

Barbara M. Brummett, Associate Professor of Music, submitted resignation effective August 1, 1986

Robert V. Cobaugh, Assistant Professor of Industrial and Engineering Technology, submitted resignation effective immediately

Dale L. Ehler, Head Baseball Coach, Assistant Football Coach and Physical Education Instructor, submitted resignation effective June 16, 1986

Release from contract - Administrative, Civil Service Exempt Staff

Doris A. Leavitt, Assistant Director of Admissions, submitted her request for release from contract and resignation effective November 18, 1986.

Reassignment - Administrative, Civil Service Exempt Staff

Louis H. Bovos, Registrar, was reassigned as Special Assistant to the Vice President for Academic Affairs effective September 11, 1986 through August 31, 1987.

Appointments of Faculty - Temporary and Part-time

The following temporary and part-time appointments of faculty were reported:

Kenneth D. Bantz, Assistant Professor of Accounting, special term appointment for the 1986-87 academic year only

Robert K. Bowles, Assistant Professor of Business Administration, special term appointment for the 1986-87 academic year only

Karen L. Gookin, Instructor of English, part-time appointment for Fall Quarter, 1986, only

Jane L. Johnson, Visiting Assistant Professor of Economics, appointment effective for Winter Quarter, 1987, only

Gen-Tsong Lin, Acting Assistant Professor of Mathematics, appointment for the 1986-87 academic year

Virginia B. Mack, Instructor of English, part-time appointment effective for Fall Quarter, 1986, only

Carol A. Olson, Instructor and Administrative Assistant in English as a Second Language Program, half-time appointment for the 1986-87 academic year

Fernando G. Pariente, Assistant Professor of Spanish, appointment effective for the 1986-87 academic year only

Choudary Alla Ditta Raza, Acting Assistant Professor of Mathematics, appointment effective for the 1986-87 academic year

Kay L. Schrag, Academic Skills Specialist - Mathematics, appointment effective for the 1986-87 academic year only

Kenneth Smith, Instructor of English, part-time appointment for Fall Quarter, 1986, only

Mary L. Willson, Acting Instructor of Home Economics Education, appointment effective for Fall Quarter, 1986, only

Appointments of Administrative, Civil Service Exempt Staff

The following appointments of Administrative, Civil Service Exempt Staff were reported:

Gina Glaubke was hired as a Physician Assistant in the Student Health and Counseling Center, effective September 15, 1986 through August 15, 1987.

Jacqueline Wittman was hired as an outreach counselor in the Student Health and Counseling Center, effective September 16, 1986 through June 15, 1987.

Sherril Keeler was hired as a three quarter time Financial Aid Counselor in the Financial Aid office, effective September 2, 1986 through August 31, 1987.

Change in Assignment - Faculty

The following changes in assignment for faculty were reported:

Linda Marra, Assistant Professor of Music, appointed as Director of The Douglas Honors College, effective September 1, 1986 and running through August 31, 1987.

Warren R. Street, Professor of Psychology, partial and interim reassignment as Associate Dean of Graduate Studies and Research for the period September 15, 1986 through August 31, 1987.

Roger R. Reynolds, Assistant Professor of Communications, appointed as Director of Liberal Arts Program in the Tri-Cities for the 1986-87 academic year.

Raymond A. Smith, Professor of History, permanently reassigned to the Humanities Program effective Fall Quarter, 1986.

Exchange Professor

Appointments of exchange professors were reported as follows:

Mark W. Halperin, Professor of English, appointed Exchange Professor to Shimane University in Matsue, Japan, for the period October 1, 1986 through September 30, 1987.

Curt A. Wiberg, Professor of Biology, appointed Exchange Professor to Anhui University, Hefei, Anhui, China, effective for the 1986-87 academic year.

Report of Examination for CWU, July 1, 1984 through June 30, 1985

The Report of Examination for CWU, July 1, 1984 through June 30, 1985 had been sent to the Board at an earlier date. Vice President Jones was pleased to report that the State Examiner found no exceptions and Central received a good report.

COMMUNICATIONS

No communications had been received during this period.

OLD BUSINESS

No old business had been held for consideration by the Board at this meeting.

NEW BUSINESS

Approval of the 1987-1989 Operating Budget Request

The preliminary operating budget document was approved by the Board at its June 23, 1986 meeting. The final document was reviewed and discussed.

MOTION NO. 6008: Trustee Case moved, seconded by Trustee Flores, that the 1987-1989 Operating Budget request be approved as presented by the administration. Motion carried.

Approval of the 1987-1989 Capital Budget Request

The preliminary capital budget document was approved by the Board at its June 23, 1986 meeting. The final document was reviewed and discussed.

MOTION NO. 6009: Trustee Case moved, seconded by Trustee Flores, that the 1987-1989 Capital Budget request be approved as presented by the administration. Motion carried.

Distinguished Civil Service recognition

Vice President Courtney Jones reported the retirement of Karl Hymas from his position as Painter Lead in the Physical Plant Department effective June 30, 1986. Mr. Hymas was a well-liked, diligent and hard working employee. In recognition of his 22 years of dedicated service,

it is recommended that he be awarded Distinguished Civil Service status.

MOTION NO. 6010: Trustee Flores moved, seconded by Trustee Hernandez, that Distinguished Civil Service status be awarded to Karl Hymas, Painter Lead in the Physical Plant Department, effective on the date of his retirement, June 30, 1986. Motion carried.

Mr. Jones then reported the retirement of Fred Masuccio, Utility Worker Lead in the Physical Plant Department, effective August 29, 1986. Mr. Masuccio was a skilled groundskeeper who had wide-ranging duties in the large campus area assigned to his care in addition to the upkeep of the grounds at the President's residence. In recognition of his exceptional service to the University for 17 years, it is recommended that he be awarded Distinguished Civil Service recognition.

MOTION NO. 6011: Sterling Munro moved, seconded by Rueben Flores, that Distinguished Civil Service status be awarded to Fred Masuccio, Utility Worker Lead in the Physical Plant Department, effective on his retirement, August 29, 1986. Motion carried.

President Garrity added his appreciation for the care and attention Mr. Masuccio gave to the President's residence and said he will be missed.

Courtney Jones reported to the Board that Dale McCartney, Maintenance Supervisor II in the Physical Plant, retired June 30, 1986. Mr. McCartney was a conscientious employee who possessed a broad knowledge of the trades in the areas of his responsibility. His work demanded flexibility and adaptability in dealing with various crisis situations as well as the day-to-day requirements of the campus community. In recognition of his 23 years of faithful service to the University, it is recommended he be awarded Distinguished Civil Service recognition.

MOTION NO. 6012: Mr. Flores moved, seconded by Mr. Munro, that Distinguished Civil Service recognition be awarded to Dale McCartney, Maintenance Supervisor II in the Physical Plant Department, effective on his date of retirement, June 30, 1986. Motion carried.

#### Acceptance of Completed Capital Projects

##### Barto Hall Reroofing

MOTION NO. 6013: Mr. Case moved, seconded by Mr. Flores, that the Board accept as complete the reroofing of Barto Hall as designed by Eric Meng Associates, Seattle, WA and performed by Dan Leslie Roofing, Yakima, WA in the amount of \$75,072.80, not including Washington State Sales Tax. Motion carried.

##### Mathematics Department Relocation-Bouillon Hall Remodel

MOTION NO. 6014: Mr. Munro moved, seconded by Mr. Flores, that the Board accept as complete the work titled above as designed by Rick W. Sparks, Architect, Ellensburg, WA and performed by Pacific Crest



Contractors, Inc., Spokane, WA in the amount of \$59,827.00, not including Washington State Sales Tax. Motion carried.

Brooklane Village Secondary Distribution System Replacement

MOTION NO. 6015: Trustee Flores moved, seconded by Trustees Case and Hernandez, that the Board accept as complete the replacement of the secondary electrical distribution system for Brooklane Village as designed by Wanless Cook Associates, Spokane, WA and performed by Webber Electric, Federal Way, WA in the amount of \$180,495.00, not including Washington State Sales Tax. Motion carried.

Acceptance of the Nicholson Pavilion Addition through the design/development stage

Mr. Donn Roethe, CWU Senior Architect, presented Robert Williams and Barbara Kline of the architectural firm of Doudna, Williams, Weber, who reviewed the status of the project to date and answered questions posed by the Board. A mockup of the project was on display in the Board room.

MOTION NO. 6016: Trustee Case moved, seconded by Trustee Flores, that the Board accept as complete the development of the Design Development Phase, Nicholson Pavilion Addition, as performed by Doudna, Williams, Weber, Architects, Yakima, Washington and authorize to proceed with the contract documents and bidding phases. Motion carried.

Resolution for Origination of Electronic Transfer of Funds with Rainier National Bank - Resolution #86-2

MOTION NO. 6017: Mr. Munro moved, seconded by Dr. Hernandez, that the Board of Trustees adopt and sign the "Certified Resolution of Board of Trustees" in order to finalize the procedures for originating electronic transfer of funds with Rainier National Bank.

In response to a question from Mr. Flores as to whether or not this is still the most beneficial firm for the University to deal with, President Garrity told the Board that this service is bid competitively every four years.

On call for the question, the motion carried.

Proposal to Require 6% Simple Interest for Two Student Short-term Student Loan Programs

Dean of Students Don Guy reviewed the details of the proposal. He stated that the money derived from the interest charged on loans would be used to offset loan defaults and to provide additional loans.

Other questions from the Trustees concerning the origin of the loan fund, method of repayment, and number of loans per quarter were discussed and answered.

MOTION NO. 6018: Trustee Hernandez moved, seconded by Trustee Munro, that effective Winter Quarter, 1987, simple interest at the rate of 6% will be charged on the University's two short-term loan programs through the office of Financial Aid. Motion carried.

Approval of CWU Mission and Roles Statement

The Board members had reviewed the statement individually and had no discussion.

MOTION NO. 6019: Rueben Flores moved, seconded by Carrol Hernandez, that the Board of Trustees approve the Central Washington Mission and Roles Statement as presented by the administration. Motion carried. (Copy on file in the President's office.)

Program Review and Evaluation Statements

Vice President Edward Harrington presented the Program Review and Evaluation Statements for the Department of Aerospace Studies (AFROTC) and the Department of Military Science (AROTC). Dr. Jimmie Applegate, Dean of the School of Professional Studies, Colonel Richard G. Thompson of the Department of Aerospace Studies/AFROTC, and Major Ronald E. Watts of the Department of Military Science/AROTC were present to speak on the statements. Both Colonel Thompson and Major Watts credited the University administration and staff for a large part of the success of their programs saying that the quality and measure of support received from Central Washington University go far beyond that required by contract with the Air Force and the Army. The one emergent need is that of adequate space for the expanding programs. The problem is under review at the present time.

The Trustees and the President spoke of the high quality of leadership provided by these two officers and how such leadership contributes to the success of the AFROTC and AROTC programs which are so important to the country as well as the University.

MOTION NO. 6020: Mr. Flores moved, seconded by Mr. Case, that the record show the Board of Trustees is pleased to accept the reports of Program Review and Evaluation Committee regarding the Department of Aerospace Studies and the Department of Military Science, and that the Board commends the Program Review and Evaluation Committee on its work in these evaluations. Motion carried.

MOTION NO. 6021: Mr. Case moved that the Board go on record as expressing its pleasure with the AFROTC and AROTC programs at Central Washington University. Motion seconded by Mr. Munro and carried.

Fee Increase in Child Study Program

The administration recommended that because of increased costs of operation, a fee increase be made in the quarterly tuition per child in the Child Study Program from \$140.00 to \$150.00 effective Fall Quarter, 1986.

MOTION NO. 6022: Trustee Munro moved, seconded by Trustee Hernandez, that the quarterly tuition per child in the Child Study Program in the Department of Psychology be increased from \$140.00 to \$150.00 effective Fall Quarter, 1986. Motion carried.

Changes to Faculty Code

The changes to the Faculty Code submitted by the Faculty Senate were presented to the Board with the endorsement of President Garrity and Vice President Harrington. Professor John Dugan of the Faculty Senate Code Committee was present to answer questions regarding the proposed changes, along with Dr. Ken Gamon, Chair of the Faculty Senate.

MOTION NO. 6023: Mr. Case moved, seconded by Mr. Flores, that the Board of Trustees accept the changes to the Faculty Code, Sections 4.50, 4.75 and 15.40, as presented. Motion carried. (Copy on file in the President's office.)

Changes to Exempt Employees' Code of Personnel Policy and Procedure

President Garrity told the Board that the recommended change to the Administrator's Code is a housekeeping measure reflecting current administrative practice which has been endorsed by the Association of Administrators.

MOTION NO. 6024: Mr. Case moved, seconded by Mr. Flores, that the Board of Trustees accept the change to Section 4.202 (regarding absences from work of one-half day or more) of the Exempt Employees' Code of Personnel Policy and Procedure as presented. Motion carried. (Copy on file in the President's office.)

Changes to be incorporated into the new POLICIES manual - Board of Trustees Section

President Garrity stated that efforts are underway to bring the Policy and Procedures Manuals of the University into a current status.

MOTION NO. 6025: Mr. Munro moved, seconded by Mr. Flores, that the Board of Trustees approve the modification of the Board of Trustees section of the Policies Manual as submitted by the administration with understanding that the change proposed to the Bylaws, codified as 1-7.3.2, Gifts will be brought back to the meeting of October 31, 1986 for approval as required by the Board bylaws. Motion carried.

Faculty Retirement (Phased)

Lloyd M. Gabriel, Associate Professor of Education, requests phased retirement effective Winter Quarter, 1987. Dean Jimmie Applegate, School of Professional Studies, reviewed the 36-year academic career of Dr. Gabriel for the Board. After teaching in school districts in Hawaii, Washington and Oregon, Dr. Gabriel came to Central in 1966. He has served as a Supervisor of Student Teaching, Director of the Student Village Program, Director of the Center for the Study of Migrant

and Indian Education and Central Supervisor in both the Selah and Tri-Cities student teaching centers. Additionally, Dr. Gabriel developed and coordinated the staff development programs for several school districts across the state. The staff and students of CWU are happy to have Dr. Gabriel's knowledge, competence, and caring attitude on a part-time basis as he enters phased retirement.

MOTION NO. 6026: Mr. Munro moved, seconded by Mr. Flores to approve phased retirement for Lloyd M. Gabriel, Associate Professor of Education effective Winter Quarter, 1987, and that he be granted the status of Emeritus Professor of Education. Motion carried.

Faculty Appointments

MOTION NO. 6027: Mr. Case moved, seconded by Mr. Flores, to approve the faculty appointments for the 1986-87 academic year as follows:

- Minerva L. Caples, Assistant Professor of Education
- Stephen C. Jefferies, Assistant Professor of Physical Education
- James L. Jordan, Assistant Professor of Business Administration
- Teresa L. Martin, Assistant Professor of Education
- Randall R. Wallace, Assistant Professor of Education

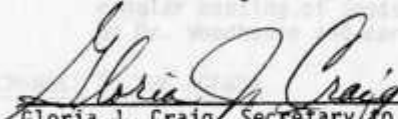
Motion carried.

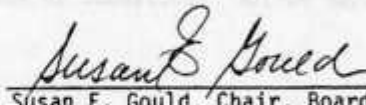
NEXT MEETING

A Board retreat is scheduled for October 20, 1986. The next regular meeting is scheduled for October 31, 1986 at 2 p.m. in Room 143 of Bouillon Hall.

ADJOURNMENT

The meeting was declared adjourned at 4:09 p.m.

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

  
Susan E. Gould, Chair, Board of  
Trustees  
Central Washington University