

4-8-1988

## 1988 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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APPROVED JUNE 17, 1988

MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES  
CENTRAL WASHINGTON UNIVERSITY  
APRIL 8, 1988  
BOUILLON HALL - ROOM 143  
12:00 Noon

RECEIVED

JUN 22 1988

CWU LIBRARY  
Dean of Library Services

The regular meeting of the Board of Trustees was called to order by Chair Susan E. Gould at 12:05 p.m., April 8, 1988 in Room 143, Bouillon Hall, on the campus of Central Washington University in Ellensburg, Washington.

ROLL CALL

Present

Mrs. Susan E. Gould, Chair  
Dr. Carrol A. Hernandez  
Mr. S. Sterling Munro  
Mr. David A. Pitts  
Mr. Graham Tollefson  
Mr. Harvey Vernier

Absent

Dr. R. Y. Woodhouse

Others

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  
Dr. Owen R. Pratz, Chair, Faculty Senate  
Mr. Rich Corona, Chair, Association of Administrators  
Mr. Steve Feller, President, Board of Directors, Associated Students of Central Washington University  
Dr. Mike Lopez, Associate Dean of Students and Minority Affairs  
Dr. James G. Pappas, Dean of Admissions and Records  
Dr. Jimmie Applegate, Dean, School of Professional Studies  
Dr. Robert Brown, Dean, College of Letters, Arts and Sciences  
Dr. Frank A. Schneider, Dean of Library Services  
Mrs. Ruth D. Hartman, Emeritus Professor of Librarianship  
Mr. Wendell Hill, Director of Auxiliary Services  
Ms. Teresa Kulik, Assistant Attorney General  
Mrs. Gloria Craig, Secretary to the Board of Trustees

As the first order of business, Chair Gould introduced Mr. Graham Tollefson as the newest member of the Board of Trustees of Central Washington University and welcomed him to the Board. Mr. Tollefson was appointed to fill the unexpired term of Mr. Rueben A. Flores who resigned from the Board in February.

APPROVAL OF MINUTES

MOTION NO. 6138: Dr. Hernandez moved that the minutes of the regular meeting of February 19, 1988 be approved. The motion was seconded by Mr. Vernier and passed.

CHANGES TO THE AGENDA

The following changes to the agenda were agreed to by the Trustees:

Add to New Business the Request for Defense submitted by Susan E. Gould, Chair of the Board, in the matter of Vanessa E. Clark v. Central Washington University, Susan E. Gould and the State of Washington; change the requested motion relating to item VII-C, Elevators at Hertz and Mitchell Halls to delegate authority to the Vice President for Business and Financial Affairs to proceed with the action to advertise and award the construction contract.

## REPORTS

### Board of Trustees

There was no report from the Board.

### Vice President for Academic Affairs

Vice President Harrington deferred to Dean Guy who introduced the new President of the Board of Directors of the Associated Students of Central Washington University, Steve Feller of Bellingham. Chair Gould welcomed Mr. Feller on behalf of the Board.

Dr. Harrington reported that on September 1, with permission from the Higher Education Coordinating Board, Central's Normandy Park Center will be moved to South Seattle Community College. More than adequate space will be provided, and the high quality of the program will continue.

The Superintendent of Documents of the United States Government Printing Office has notified the Dean of Library Services that Central Washington University has achieved the standard of excellence in all areas relating to the Depository Library Program. The letter stated further that this places the CWU Library "among a select vanguard of pace-setters serving as creative models for depository documents service in the United States."

Chair Gould read the text of the plaque received by Central and called on Dr. Frank Schneider, Dean of Library Services, to step forward and receive the plaque. Dr. Schneider explained how the evaluation system works and thanked the Board for their unswerving support through the years. Dean Schneider said that the program, however, is only as good as the people who make it work. He then called on Mrs. Ruth Hartman, Emeritus Professor of Librarianship, to come forward and accept the award on behalf of the Library staff as she was the one who initiated the program 25 years ago and helped to sustain the effort which resulted in this rating.

The assembly applauded the award.

### Faculty Senate Chair

Dr. Owen Pratz, Chair of the Faculty Senate, reported on the status of the search for a new Vice President for Academic Affairs.

Student Government

No report at this time.

Association of Administrators

Chair Rich Corona of the Association of Administrators reported that the Association has been working with the senior administrators of the University in the review of the salaries of administrators and possibly to modify the evaluation system presently in use.

Status of Reserves and Budget Changes

Vice President Courtney Jones presented the Status of Reserves and Budget Changes report and touched briefly on the results of the recently completed Special Session of the Legislature.

Administrative Exempt Appointment

The following administrative exempt appointments were reported:

John Holman, Director of Physical Plant, effective March 1, 1988 through August 31, 1988.

Phyllis Weddington, Human Resources System Project Leader, April 1, 1988 through August 31, 1988.

Vice President Jones reported that it is planned to continue Ms. Weddington's position from September 1, 1988 through June 30, 1989 only and the project should be completed at that time.

Administrative Exempt Reassignment

Dean of Students, Dr. Don Guy, reported that Ms. Donna Croft, Counselor for Financial Aid, has been reassigned as the Assistant Director of Financial Aid effective April 1, 1988.

Report on Campus Master Plan (including parking)

Vice President Jones reviewed the results of the President's Advisory Council meeting which included members of the Parking Committee and Facilities Planning and Construction staff and outlined the specific understandings reached by the group. Responding to questions from the Board, Mr. Jones stated that no overall loss is anticipated in available parking spaces and, in the event expansion is envisioned, there is ample room for increased peripheral parking. As the actual projects are readied, the Board will be asked to take action.

Supplemental Commercial Activities Report

Vice President Courtney Jones told the Board that since the last meeting, the Commercial Activities Review Committee has been continuing to review

the activities that had not been done prior to the last meeting and have now completed the project. This will be the last formal report to the Board for the present time, but the dialogue will continue in accordance with the policy.

Trustee Pitts said that he had been approached by a number of people participating in the Wellness Hour and inquired as to the status of the program now and in the foreseeable future. Mr. Jones stated that Wellness Hour had never been intended for participation outside the University. It was not a part of the commercial review and was not under the purview of the committee. However, the Executive group is reviewing the matter, particularly the question of liability, and will be in a better position to consider the issue when the results of the investigation by our insurance broker are known. If the program is opened up to others, the students, who are presently not included for participation, need to have consideration.

The Chair questioned the rental of equipment to non-University organizations, stating her belief that the rental of facilities which might not be available in the community was one thing, but renting equipment might mean that was in lieu of having their own. Mrs. Gould said she did not believe the State was in that business. Courtney Jones explained the past practice and related some of the issues raised. The Executive group is trying to establish a uniform policy, but at the present time, rental of equipment to the public is discontinued. Discussion continued concerning the role of the Chamber of Commerce, possible further restrictions by the Legislature, and other pertinent aspects of the policy.

In conclusion, Chair Gould said that the Board would like to be apprised of how the procedure works.

Report of Examination for Associated Students - 7/1/86 through 6/30/87

Copies of the report from the state auditors had been sent to the Trustees at an earlier date. There were no questions.

Report of Examination for Housing and Food Services - 7/1/86 through 6/30/87

Copies of the report from the state auditors had been sent to the Trustees at an earlier date. There were no questions.

Appointment of Department Chairs (subject to the provisions of the Faculty Code and the University's Policies Manual, Part V)

The following appointments of department chairs were reported, subject to the provisions of the Faculty Code and the University Policies Manual, Part V:

J. John Agars, Professor of Art, appointed Chair of the Department of Art effective September 1, 1988, and running through August 31, 1989.

William W. Barker, Professor of Biology, appointed Chair of the Department of Biological Sciences effective September 1, 1988, and running through August 31, 1992.

Barry J. Donahue, Associate Professor of Computer Science, appointed Chair of the Department of Computer Science effective April 1, 1988 and running through September 15, 1988.

Dale LeFevre, Professor of Education, appointed Chair of the Department of Education effective June 16, 1988, and running through June 15, 1991.

Daniel B. Ramsdell, Professor of History, appointed Chair of the Department of History effective September 1, 1988, and running through August 31, 1992.

**Appointments, Temporary and Part-time** (appointments contingent upon completion of INS I-9 form "Employment Eligibility Verification")

The following temporary and part-time appointments (contingent upon completion of INS I-9 form "Employment Eligibility Verification") were reported to the Board:

Wendy L. Beldin, Acting Instructor of Business Education, special term appointment effective January 25, 1988, through March 18, 1988, only.

William W. Glessner, Instructor of Mathematics, part-time appointment for Spring Quarter, 1988 only.

Brian W. Kissinger, Assistant to the Basketball Coach, assist head coach for the 1987-88 season.

Gregory S. Kummer, Instructor of Communications, part-time appointment for Spring Quarter, 1988, only.

Linda L. Lynch, Acting Instructor of Education, special term appointment effective March 16, 1988, through June 15, 1988, only.

Gary G. McGlothen, Instructor of Law and Justice, part-time appointment for Spring Quarter, 1988, only.

Deanna D. Rengstorff, Instructor of English, part-time appointment for Spring Quarter, 1988.

Dale G. Width, Instructor of Mathematics, part-time appointment for Spring Quarter, 1988, only.

Ronald F. Schwartz, Acting Assistant Professor of Business Administration, special term appointment effective March 16, 1988, through June 15, 1988, only.

Diane S. Smith, Acting Instructor of Leisure Services, special term appointment effective March 16, 1988, through June 15, 1988, only.

#### Resignations

The following resignations of temporary, part-time faculty were reported:

Samuel Griggs, Assistant Professor of Flight Technology, resignation effective the end of Spring Quarter, 1988.

Bonnie S. Brooks, Professor of Education and Special Assistant to the Dean of Professional Studies, resignation effective August 31, 1988.

Randolph J. Wischmeier, Assistant Professor of Drama, resignation effective end of Spring Quarter, 1988.

#### Report on Minority Recruitment and Retention Project

Dr. Mike Lopez, Associate Dean of Students and Minority Affairs, and Dr. James Pappas, Dean of Admissions and Records, were present to report on the status of the project to the Board. The Fall Quarter, 1987 report was reviewed by Dr. Lopez with emphasis on the specific goals outlined and the updated status of those goals. Dr. Pappas summarized some of the activities and accomplishments of his staff pertaining to recruitment efforts and outlined plans for the future. Both agreed that the results achieved so far give reason to believe our Minority Student Recruitment and Retention Project will be successful over the long term with the main problem being uncertainty about sufficient and continued funding for certain aspects of the project.

The Trustees discussed the program and how they might be of assistance. Mr. Munro voiced his opinion that Central Washington University has made minority student recruitment and retention a priority and that a lot of work has been done to give some consideration to the situation. He said there are many reasons why this university ought to be the university of choice for minority students, and we ought to make it even more attractive for minority students.

#### COMMUNICATIONS

No communications had been received.

#### OLD BUSINESS

There was no old business pending for consideration at this meeting.

**NEW BUSINESS****Acceptance of Proposed Auxiliary Services Projections/Housing and Dining Services Rates, 1988-1989**

Vice President Jones introduced Mr. Wendell Hill, Director of Auxiliary Services, who reviewed the published report with the Board and highlighted some of the plans for the future. Mr. Hill stated that though there was no rate increase last year, an increase is needed this year to help fund salary increases for personnel and other increasing costs, including fuel.

**MOTION NO. 6139:** Mr. Pitts moved, seconded by Mr. Tollefson, that the Board accept the projections of Auxiliary Services as presented and approve the Housing and Dining Services rates of 1988-89 as submitted. Motion carried.

**Acceptance of Nicholson Pavilion Addition - Phase I**

The Board had been provided a tour of the facility prior to the meeting. Chair Gould expressed her excitement over being involved with the project from its inception and said it is a beautiful building.

**MOTION NO. 6140:** Mr. Munro moved, seconded by Dr. Hernandez, that the Nicholson Pavilion Addition - Phase I, be accepted as designed by Doudna-Williams-Weber, Architects, Yakima, WA and constructed by Levernier Construction, Inc., P. O. Box 13419, Spokane, WA, for \$1,974,141.00, not including Washington State Sales Tax. Motion carried.

**Hertz and Mitchell Halls Elevators**

Vice President Courtney Jones said that this project is part of our handicapped access program. When finished, all buildings on campus will have an elevator except Barge Hall.

**MOTION NO. 6141:** Trustee Pitts moved, seconded by Trustee Vernier, that the Board delegate authority to the Vice President for Business and Financial Affairs, or his designee, for Hertz and Mitchell Hall elevators; to approve preliminary and construction documents, to advertise for bids, accept the low responsive bid if within available funding, and to award the construction contract for the project. Motion carried.

**Distinguished Administrator recognition for Paul B. Bechtel**

Vice President Jones reported the retirement of Paul B. Bechtel, Director of Physical Plant, from the University effective March 10, 1988. He served in this position from 1957 to 1988, thirty years, nine months. During this period of time, the campus grew from 1,716 to 6,000 students, 161 to 863 employees, 27 to 284 buildings, and from approximately 20 acres to 350 acres. Mr. Bechtel was involved in this growth in many different ways.



**MOTION NO. 6142:** Trustee Munro moved, seconded by Trustee Vernier, that the retirement of Paul B. Bechtel, Director of Physical Plant, be approved effective March 10, 1988, and that he be granted the title of Distinguished Administrator. Motion carried.

#### Telecommunications Project

The proposed project is to install a service efficient, intra-building distribution system that encompasses the projected needs of data, voice, and video communications for the University; and to acquire new digital telephone service.

Mr. Rich Corona, Director, Business Services and Contracts, and Mr. John Neraas of Telecommunications International, Inc., Consultants, were present to review the proposal with the Board. Questions posed by Trustees were answered. The Board was assured that the system proposed will allow for maximum flexibility in the future. The request for bid will be constructed to allow for either the acquisition of a University-owned on-premise switch, or by leasing the service from the local telephone company on their digital switch. Because of funding constraints, this service may be limited to faculty and administrative staff. However, as an additive to the base bid, the cost of serving the students will be evaluated. The students may continue to be served by the telephone company as they are now, or with improved service through a separate contract.

**MOTION NO. 6143:** Mr. Munro moved, seconded by Mr. Pitts, that the Board accept the recommendation of the Telecommunications Committee and the Executive Committee to install a multimedia underground communications distribution system and to acquire new digital telephone service, and to delegate authority to the Vice President for Business and Financial Affairs to advertise for bids. Motion carried.

Trustees interested in the bid documents were encouraged to work with the administration between now and the June meeting at which time the Board will receive a report on the project and the bid documents.

#### RECESS

Chair Gould declared a recess at 2:42 p.m.

#### RECONVENED

The meeting reconvened at 2:57 p.m.

#### Leaves of Absence

Vice President Harrington presented the list of faculty recommended for leaves of absence.

**MOTION NO. 6144:** Trustee Pitts moved, seconded by Trustees Tollefson and Vernier, that the following leaves of absence for faculty be approved:

Michael J. Arcidiacono, Professor of Mathematics, recommended for leave of absence without pay effective for the 1988-89 academic year, time to count toward seniority.

Margaret Ahrens Sahlstrand, Professor of Art, recommended for one-half time leave of absence without pay effective for the 1988-89 academic year, time to count toward seniority.

Carl W. Steidley, Associate Professor of Computer Science, recommended for leave of absence without pay effective April 4, 1988, through September 15, 1988, time to count toward seniority.

Motion carried.

#### Faculty Retirements

E. Lillian Canzler, Associate Professor of Education, has requested retirement effective April 1, 1988. Dean Jimmie Applegate, School of Professional Studies, highlighted Dr. Canzler's 20-year career at Central Washington University for the Board, beginning with her internship in the Hebel Elementary School. Throughout her career, Dr. Canzler has been active in a variety of professional associations at all levels; local, state, and national. Dr. Canzler is a scholar who always has been interested in the application of her work to the education of children. It is expected that this will continue in her retirement.

**MOTION NO. 6145:** Mr. Tollefson moved, seconded by Dr. Hernandez, that the request for retirement by Dr. E. Lillian Canzler, Associate Professor of Education, be honored effective April 1, 1988 and that she be granted the status of Emeritus Professor of Education. Motion carried.

Otto F. Jakubek, Professor of Geography, has requested retirement effective at the end of Spring quarter, 1988. Dean Robert Brown, College of Letters, Arts and Sciences, reviewed Dr. Jakubek's 29-year career as a member of the CWU faculty. In addition to being an effective teacher, Professor Jakubek was a good advisor to students and a scholar whose activities have been many and varied. Dr. Jakubek served on several campus committees and belonged to many local, state, and national professional organizations which benefited from his expertise. Professor Jakubek and his humor and lively wit will be missed by all.

**MOTION NO. 6146:** Trustee Hernandez moved, seconded by Trustee Vernier, that the request for retirement by Dr. Otto Jakubek, Professor of Geography, be honored effective at the end of Spring Quarter, 1988 and that he be granted the status of Emeritus Professor of Geography. Motion carried.

**Merit Correction**

Vice President Harrington explained that a clerical error on the merit list approved by the Board in its February 19, 1988 meeting needed to be corrected.

**MOTION NO. 6147:** Trustee Munro moved, seconded by Trustee Pitts, that the clerical error on the Merit List be corrected retroactive to March 1, 1988 as requested. Motion carried.

**Faculty Appointments** (appointments contingent upon completion of INS I-9 form "Employment Eligibility Verification")

**MOTION NO. 6148:** Dr. Hernandez moved, seconded by Mr. Vernier, that the following faculty appointments be approved (appointments contingent upon completion of INS I-9 form "Employment Eligibility Verification"):

Neil W. Brogren, Captain, Assistant Professor of Military Science, Army ROTC

Stella Moreno-Kimball, Assistant Professor of Spanish

Gerard P. Hogan, Instructor of Librarianship

Motion carried.

**Program Review and Evaluation Statements**

Vice President Harrington explained that these statements are a requirement of the Higher Education Coordinating Board.

**Department of Sociology and Environmental Studies Program**

Dean Robert Brown, College of Letters, Arts and Sciences, Professor David Kaufman, Chair, Department of Sociology, and Professor George Macinko, Department of Geography and Director of Environmental Studies, were present to review the statements with the Board. Mr. Vernier said we should applaud and encourage the interdisciplinary efforts outlined in the statements for that is the future of higher education.

**MOTION NO. 6149:** Trustee Pitts moved, seconded by Trustee Vernier, that the Program Review and Evaluation Statements for the Department of Sociology and the Environmental Studies Program, be accepted as presented. Motion carried.

**Fee for Health and counseling Center use during Summer Session**

Dr. Don Guy, Dean of Students, presented the proposal with clarifying remarks.

**MOTION NO. 6150:** Mr. Munro moved, seconded by Mr. Tollefson, that a fee of \$5.00 per visit be charged for services received by each student using the Health and Counseling Center during Summer Session, 1988. Motion carried.

**Election of a Vice Chair of the Board of Trustees**

Rueben A. Flores resigned from the Board of Trustees by letter to the Governor dated February 19, 1988. This leaves his unexpired term as Vice Chair vacant through June 30, 1988.

The Board agreed to delay action until the regular elections to be held at the June meeting.

**Request by Susan E. Gould for defense in the action entitled: V. Clark v. Central Washington University, Susan E. Gould and the State of Washington.**

A complaint for damages has been filed against Central Washington University, Susan E. Gould, as the chairman of the Board of Trustees of Central Washington University, and the State of Washington arising from an injury allegedly received from the shattering of a pane of glass in a door in Shaw-Smyser when the complainant tried to exit the building.


**MOTION NO. 6151:** Trustee Pitts moved, seconded by Trustee Vernier, that the Board of Trustees adopt Resolution No. 88-2 granting the request by Susan E. Gould that the Attorney General be authorized to defend her in the action filed by Vanessa Clark and that the costs of defense be paid from the appropriation made for the support of the institution. Motion carried. (Note: Chair Gould did not vote.)

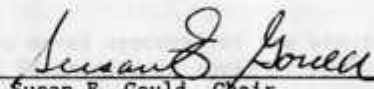
**NEXT MEETING**

The next regular meeting of the Board of Trustees is scheduled for June 17, 1988 in Room 143 of Bouillon Hall on the campus of Central Washington University commencing at 12:00 noon.

**ADJOURNMENT**

The meeting was declared adjourned at 3:12 p.m.

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

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