

9-30-1988

1988 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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Approved 10/28/88

MINUTES
REGULAR MEETING
BOARD OF TRUSTEES
CENTRAL WASHINGTON UNIVERSITY
SEPTEMBER 30, 1988
BOUILLON HALL - ROOM 143
11:00 a.m.

The regular meeting of the Board of Trustees was called to order by Chair S. Sterling Munro at 11:03 a.m., September 30, 1988, in Room 143, Bouillon Hall, on the campus of Central Washington University in Ellensburg, Washington.

ROLL CALL

Present

Mr. S. Sterling Munro, Chair
Dr. R. Y. Woodhouse, Vice-Chair
Mrs. Susan E. Gould
Mr. David A. Pitts
Mr. Graham Tollefson
Mr. Harvey Vernier

Absent

Dr. Carrol Hernandez

Others

Dr. Donald L. Garrity, President
Dr. Robert V. Edington, Provost and Vice President for Academic Affairs
Mr. Courtney S. Jones, Vice President for Business & Financial Affairs
Dr. Donald E. Guy, Vice President for Student Affairs
Mr. Lawrence H. Lium, Vice President for University Relations and Development
Dr. Connie M. Roberts, Chair, Faculty Senate
Ms. Nancy E. Howard, Chair, Association of Administrators
Mr. Steve Feller, President, Board of Directors, Associated Students of Central Washington University
Ms. Teresa C. Kulik, Assistant Attorney General
Mrs. Gloria J. Craig, Secretary to the Board of Trustees
Mr. Rich Corona, Director, Business Services and Contracts
Dr. Jimmie R. Applegate, Dean, School of Professional Studies

APPROVAL OF MINUTES

MOTION NO. 6173: Mr. Pitts moved, seconded by Mrs. Gould, that the minutes of the regular meeting of June 17, 1988 and the special meeting of September 23, 1988 be approved. Motion carried.

CHANGES TO THIS AGENDA

With the concurrence of the Board, Item VII-H-1, Acceptance of the Lind Hall Remodel for Geography, Physics, and Geology, was withdrawn from the agenda.

REPORTS**Board of Trustees**

Chair Munro reported that 1988-89 appointments to the standing committees of the Board have been made and a list would be furnished the secretary for inclusion in the minutes. They are:

Long-Range Planning Committee

R. Y. Woodhouse, Chair
Susan E. Gould
Carrol Hernandez

Budget Committee

Graham Tollefson, Chair
David Pitts
Harvey Vernier

Legislative Committee

David Pitts, Chair
Susan E. Gould
Graham Tollefson

Executive Evaluation Committee

Carrol Hernandez, Chair
R. Y. Woodhouse
Harvey Vernier

The Chair will serve as an ex officio member on all committees.

President

President Garrity reported that CWU's retention rate has remained at a very high level which means that once again we have enrolled more students than planned. Though this is a positive situation, it means that once again we must manage enrollment downward for the balance of the year.

The President reported on recent actions taken by the Higher Education Coordinating Board (HECB) and said that Central's administration views with dismay the choice of peer institutions considered for assignment to the comprehensive universities. As the list was hastily compiled, concern is raised as to the quality of the institutions to which Central will be compared and the data element used for the comparison.

Dr. Garrity told the Board that the recently completed and named Physical Education Building would be dedicated following the meeting

of the Trustees. Trustees indicating their intent to attend were Mrs. Gould, Mr. Pitts, and Mr. Tollefson. Chair Munro asked Mrs. Gould as immediate past Chair of the Board to represent the Board formally in the ceremonies.

Provost and Vice President for Academic Affairs

At the request of the Chair, President Garrity introduced Provost Edington who started in his position September 1. Provost Edington said that he is pleased to be here and is looking forward to a very productive year.

Dr. Edington reported that subsequent to the special meeting of the Board held September 23, he and Dean Barnes, Extended University Programs, appeared before the HECB. The HECB will be making decisions at a later meeting regarding recommendations, including CWU's proposed development plan to address upper-division higher education needs in the Yakima area (1989-1995). Questions from the Board were answered by Dr. Edington.

Faculty Senate Chair

Chair Connie Roberts said that the Senate had not met since last June so there were no action items to be reported. However, Dr. Roberts shared the following goals with the Board. 1) The Senate believes there is a need for an orientation program for new faculty. There were 28 new faculty this year and, as a large number of faculty are approaching retirement age, the number will increase. 2) The Senate perceives a need to establish a legislative liaison to represent faculty. 3) The Senate has charged their budget committee to study the salary structure and make recommendations on it.

Student Government

Steve Feller of the Board of Directors of the Associated Students of Central Washington University reported that the group is presently running a voter registration drive in the Samuelson Union Building with a goal of registering 1,000 new voters.

Mr. Feller attended the HECB meeting and felt that, from the standpoint of the students, it was his belief it came out well for the tuition and fee and financial aid proposals.

Association of Administrators

Chair Nancy Howard reported that the Association of Administrators plans to carry forward several of the activities it began last year, one of which pertains to proposed modifications of the Administrator's Code. The major emphasis this year, however, will be working with the administration in examining the current salary structure and identifying modifications to the current system.

Status of Reserves and Budget Changes

Vice President Courtney Jones presented the Status of Reserves and Budget Changes report as of September 12, 1988. There were no questions.

Capital Projects Under \$100,000

Vice President Courtney Jones presented the report on Capital Projects under \$100,000 and asked Mr. Donn Rothe, Senior Architect in the Facilities Planning and Construction office, to answer the question from Mr. Pitts regarding the Dining/Conference Facilities Study. Mr. Rothe reported that the project is a survey of such facilities, particularly the high rise apartments.

Report on Faculty Salary Structure and Policy

This report had been requested by the Board. President Garrity reviewed the data presented with the Trustees and pointed out essential elements pertinent to the discussion. The chronology of the present salary structure was reported. The goal of the salary structure was for the state to acknowledge it should recognize through compensation the growth and development of people and, additionally, merit.

The President told the Trustees of problems encountered with the present system, the results of which have led us into inflated hiring-in practices and dissatisfaction concerning merit.

Professor Robert Bennett, Chair of the Faculty Senate Budget Committee, distributed a graph form of an exhibit showing the frequency distribution of faculty salary steps, 1988-89 which re-emphasized the information presented by the President.

Discussion ensued.

Report on Administrative Salary Structure and Policy

Vice President Courtney Jones presented the subject report and told the Board the issues are largely the same for administrators as for the faculty.

The history of the administrative salary structure and policy was reviewed and discussed.

Report on Nicholson Pavilion Addition - Phase II - Aquatic Facility

This report was presented to bring the Trustees up-to-date on the status of the subject project.

The Board agreed to receive report agenda items L through Q, collectively. They are:

Administrative, Civil Service Exempt Resignations

Robert H. Brown, Professor of Zoology and Dean, College of Letters, Arts and Sciences, has submitted his resignation as Dean of the College of Letters, Arts and Sciences effective August 31, 1989.

David L. Lygre, Professor of Chemistry and Associate Dean, College of Letters, Arts and Sciences, has submitted his resignation as Associate Dean effective September 1, 1989.

Dieter Romboy, Associate Professor of German and Director of International Programs, has submitted his resignation as Director of International Programs effective December 31, 1988.

Michael Jennings, Associate Director of Computer Services, has submitted his resignation effective September 23, 1988.

Administrative, Civil Service Exempt Appointments

Carol M. Barnes appointed Dean of Extended University Programs effective September 1, 1988 through August 31, 1989.

Kathy Courtney appointed Interim Director of Women's Resource Center, 1/4 time, for the period September 16, 1988 through June 15, 1989 only.

Martha Duskin-Smith appointed Continuing Education Programs Coordinator effective September 1, 1988 through August 31, 1989.

Joan B. Glover, appointed Director of Community Relations effective September 26, 1988 through August 31, 1989.

James A. Haskett appointed Director of Computer Services effective September 19, 1988 through August 31, 1989.

Paul Lambros appointed Assistant Director of Residence Living/Programming Coordinator effective August 23, 1988 through June 22, 1989.

Melinda Rambo appointed Counselor in the Health and Counseling Center on a part-time, temporary appointment for Fall Quarter 1988.

Gregory Trujillo, Associate Professor of Counseling, appointed Associate Provost for Institutional Research and Assessment effective September 1, 1988 through August 31, 1989.

Appointments, Temporary and Part-time Faculty

Douglas G. Adkins, Football Defensive Coordinator and Head Women's Track Coach, special term appointment effective for the 1988-89 academic year only.

Idrenne L. Alparaque, Assistant Professor of Education, temporary appointment effective September 16, 1988 to June 15, 1989, only.

Glen L. Bach, Lecturer in Graphic Design, special appointment effective September 16, 1988 through June 15, 1989, only.

Virginia A. Bennett, Acting Instructor of Food Science and Nutrition, special term appointment effective September 16, 1988 through June 15, 1989, only.

J. Frank Brown, Assistant Professor of Accounting at the Tri-Cities University Center, special term appointment effective September 16, 1988 through June 15, 1989, only.

Charles Chandler, Assistant Football Coach and Assistant Track and Field Coach, special term appointment effective September 1, 1988 through December 1, 1988, and February 1, 1989 to May 27, 1989, only.

Loran E. Cutsinger, Assistant Professor of Anthropology, special appointment effective September 16, 1988 to June 15, 1989, only.

Dennis M. Dennis, Assistant Professor of Psychology, part-time appointment effective for the 1988-89 academic year only.

David H. Gorrie, Associate Professor of Business Administration, special term appointment effective September 16, 1988 through June 15, 1989, only.

Wanda H. Fujimoto, Assistant Professor of Business Administration, special term appointment effective September 16, 1988 through June 15, 1989, only.

Steven Hackenberger, Instructor of Anthropology, part-time for Fall and Winter Quarters, 1988-89 only.

Gregory R. Henderson, Assistant Professor of Art, special appointment effective September 16, 1988 to June 15, 1989, only.

Eveline Herren, Instructor of Geology, appointment effective part-time Fall and Spring Quarters, 1988-89, only.

Mr. Mark T. Hoyer, Instructor in English & Communication, part-time appointment for Fall Quarter, 1988, only.

C. Boyd Johnson, Associate Professor of Business Administration, special term appointment effective September 16, 1988 through June 15, 1989, only.

John J. Lasik, Assistant Professor of Business Administration, special term appointment effective September 16, 1988 through June 15, 1989, only.

Robin K. Little, Acting Instructor of Flight Technology, special term appointment effective September 16, 1988 through December 15, 1988, only.

Janet M. Manson, Assistant Professor of History, special term appointment effective September 16, 1988 to June 15, 1989, only.

Mary F. Minor, Acting Instructor of Business Education, special term appointment effective September 16, 1988 through June 15, 1989, only.

Hedj. T. Nelson, Wrestling Coach, special appointment effective December 1, 1988 through March 30, 1989, only (or following any post-season competition)

J. Byron Norton, Associate Professor of Accounting, part-time special appointment effective Spring Quarter, 1989, only.

Carol A. Olson, Instructor in the English as a Second Language Program, special appointment effective September 26, 1988 through June 9, 1989, only.

Gary I. Parson, Lecturer in Business Administration, special term appointment effective September 16, 1988 through June 15, 1989, only.

Scott A. Ricardo, coaches football and instructs activity classes, special term appointment effective for the 1988-89 academic year only.

Gregory B. Sambrano, Men's Soccer Coach, special term appointment effective August 22, 1988 through November 30, 1988, only.

John M. Savyer, Assistant Professor of Education, special term appointment for the 1988-89 academic year only.

Ronald F. Schwartz, Assistant Professor of Business Administration, special term appointment effective September 16, 1988 through June 15, 1989, only.

Glenn H. Shelton, Instructor of Flight Technology, special term appointment effective for the 1988-89 academic year only.

Misaki Shimada, Instructor of Foreign Languages, special term appointment effective September 16, 1988 through June 15, 1989, only.

Karen P. Soderberg, Acting Director of Choral Music, special term appointment effective September 16, 1988 through June 15, 1989, only.

Stephen J. Stoyhoff, Director of the English as a Second Language Program at the rank of Instructor, special appointment effective September 19, 1988 through June 9, 1989, only.

Kathleen B. Vitz, Instructor of Drama, part-time special appointment effective Winter and Spring Quarters, 1989, only.

Douglas G. Williams, Acting Assistant Professor of Business Administration, part-time special appointment effective Fall Quarter, 1988, only.

Kenneth M. Wilson, Head Baseball Coach and Assistant Football Coach, special appointment effective for the 1988-89 academic year only.

Exchange Professor

William W. Barker, Professor of Biology, appointed as an exchange professor to Anhui University, People's Republic of China, effective September 1, 1988 to June 30, 1989, only.

Raeburne S. Heimbeck, Professor of Philosophy and Religious Studies, appointed as an exchange professor to Anhui University, People's Republic of China, effective September 1, 1988 to June 30, 1989, only.

Linda M. Klug, Professor of Anthropology, appointed as an exchange professor to Shimane University in Matsue, Japan, effective October 1, 1988 to September 30, 1989, only.

Reassignment

Barry J. Donahue, Associate Professor of Computer Science, appointed Director, Douglas Honors College, effective September 1, 1988 through August 31, 1989.

Gary C. Frederick, Professor of Physical Education, reappointed Athletic Director and Women's Head Basketball Coach, effective September 1, 1988 through August 31, 1989.

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

James R. Brown, Associate Professor of Political Science, appointed Chair, Department of Political Science, effective September 1, 1988 and running through August 31, 1990, on a nine-month basis.

James G. Green, Professor of Psychology, appointed Coordinator of the Steilacoom Extended Degree Center, effective September 1, 1988 and running through August 31, 1989, on a nine-month basis.

COMMUNICATIONS

There were no communications to be acknowledged at this time.

OLD BUSINESS

There was no old business for consideration at this time.

RECESS

The Chair declared a recess at 1:00 p.m.

RECONVENED

The meeting reconvened in open session at 1:07 p.m.

NEW BUSINESS

Approval of the 1989-91 Capital Budget Request

The Board had approved the preliminary version of the 1989-91 Capital Budget Request at its meeting of June 17.

MOTION NO. 6174: Dr. Woodhouse moved, seconded by Mrs. Gould, that the 1989-91 Capital Budget request in the amount of \$32,294,000 be approved as presented by the Administration. Motion carried.

Approval of the 1989-91 Operating Budget Request

Vice President Courtney Jones reviewed with the Board changes that had occurred in the operating budget request subsequent to the preliminary approval at the June 17, 1988 meeting.

MOTION NO. 6175: Mrs. Gould moved, seconded by Mr. Tollefson, that the amended 1989-91 Operating Budget Request be approved as submitted by the Administration in the amount of \$109,847,641.

The Trustees discussed the funding for certain requirements in the budget document with administrators.

On call for the question, the motion carried.

Distinguished Civil Service Recognition

Vice President Courtney Jones told the Board that William Essex, Carpenter in the Physical Plant, retired on July 29, 1988, from his position after 13-1/2 years of service. In appreciation of his dedicated service to the University, it is recommended that he be granted Distinguished Civil Service status.

Vivian Genoway, Drafting Technician III in the Physical Plant, retired on July 29, 1988, after 12-1/2 years of service to Central Washington University. In appreciation of her dedicated service to the University, it is recommended that she be granted Distinguished Civil Service status.

Eugene Plaster, Driver-Warehouse Worker in the Physical Plant Department, retired on August 31, 1988, after 22 years of service. In appreciation of his dedicated service to Central Washington University, it is recommended that he be granted Distinguished Civil Service status.

MOTION NO. 6176: Trustee Pitts moved, seconded by Trustee Woodhouse, that William Essex, Vivian Genoway, and Eugene Plaster be granted Distinguished Civil Service status as recommended, effective on the dates of their retirement. Motion carried.

Establishment of a VISA/MASTERCARD Account for Collection of Mail Order Subscription Payments for JOURNAL OF LEARNING ABOUT LEARNING

The Journal of Learning About Learning is a new publication emanating from the School of Professional Studies. This account is to be used for credit card payments of subscription fees received by the Education Department staff and deposited with the CWU Cashier's Office. Bank service charges will be charged to the Journal's self-support University account to which all receipts will be credited. Collection discounts will be at the negotiated 2% rate established in the University's bank contract and deducted from a new merchant bank account.

MOTION NO. 6177: Trustee Gould moved, seconded by Trustee Pitts, that the Board approve the establishment of a VISA/MASTERCARD account for subscription payments for the Journal of Learning about Learning. Motion carried.

Change of Bank Accounts for the Perkins Loan Program Collection

Vice President Jones told the Board that in order to facilitate services to their customers, the Academic Financial Services Association has moved the University's account from The American National Bank and Trust Company of Chicago to City National Bank of Long Beach. That is why the subject action is requested.

MOTION NO. 6178: Trustee Pitts moved, seconded by Trustees Gould and Woodhouse, that the Board approve the establishment of a City National Bank, Long Beach, California account for collection of Perkins Loan Program receipts. Motion carried.

Award of Telecommunications contracts

Vice President Jones reviewed the background of the project with the Board and gave a brief description of the work to be done. Mr. Jones and Mr. Richard Corona, Director, Business Services and Contracts, then described the rationale employed to determine the successful bidder.

The Chair recognized Mr. Pat Connell and Mr. William J. Holman of TelPlus Communications, Inc. who individually voiced their concerns regarding the bid process.

MOTION NO. 6179: Mrs. Gould moved, seconded by Mr. Pitts, that the Board accept the recommendation of the Telecommunications Committee and Telecommunications International, Inc., (TII) Project Consultants, to award the contract for Bids No. 88-112 and 88-114 for voice, data and video communications systems to General Telephone Company of the Northwest, Inc. (GTE) in the base amounts of \$1,072,167 for Bid 88-112 (voice) and \$278,513 for Bid 88-114 (data and video), and further, to delegate to the Vice President for Business and Financial Affairs the authority to adjust these amounts for additive or deductive alternates which were submitted with the bids and may be selected by the University administration. On call for the question, the motion carried with Trustee Vernier voting no.

Demolition of Paleontology Lab

The Paleontology Lab is the last temporary World War II barracks building remaining on campus. It has outlived its usefulness and is in a deteriorating condition.

MOTION NO. 6180: Mr. Pitts moved, seconded by Mr. Tollefson, that the Board approve the demolition of the Paleontology Lab building; to delegate authority to the Vice President for Business and Financial Affairs, or his designee, to approve construction documents, to advertise for bids, accept the low responsive bid if within available funding, and to award the contract for the demolition of the Paleontology Lab building, and restoration of the site. Motion carried.

Acceptance of completed capital projects

MOTION NO. 6181: Trustee Tollefson moved, seconded by Trustee Vernier, that the Board accept as complete Project #2186, Reroof Smyser Hall as designed by Meng Associates, Seattle, WA, and

constructed by M. G. Wagner Co., Inc., Yakima, WA, in the amount of \$35,737.22, not including Washington State Sales Tax. Motion carried.

Reroof Munson Hall, Getz/Short Apartments (#2281)

Both Munson Hall and Short and Getz Apartments were reroofed in 1980 with a system which has now deteriorated beyond the point of repair.

MOTION NO. 6182: Mr. Tollefson moved, seconded by Mr. Vernier, that the Board accept the low responsive bidder and award a construction contract for reroofing Munson Hall, Getz/Short apartments (project #2281) to M. G. Wagner Company, Inc., Yakima, WA for the amount of \$140,373.00, not including Washington State Sales Tax. Motion carried.

Release from Contract

MOTION NO. 6183: Trustee Gould moved, seconded by Trustee Pitts, that the following requests for release from contract be granted:

Reid P. Elam, Assistant Professor of Physical Education,
release from contract effective immediately

E. Ray Ladd, Associate Professor of Business Administration,
release from contract effective end of Summer Session, 1988

Chip E. Miller, Assistant Professor of Business Administration,
release from contract effective immediately

On call for the question, the motion carried.

Leaves of Absence

MOTION NO. 6184: Trustee Pitts moved, seconded by Trustee Woodhouse, that the following leaves of absence be approved:

Karen J. Blair, Assistant Professor of History, recommended for leave of absence without pay for the 1988-89 academic year, time to count toward seniority

Keith V. Richardson, Assistant Professor of Accounting, recommended for leave of absence without pay for the 1988-89 academic year, time not to count toward seniority

Motion carried.

Faculty Retirement--Phased

Dean Jimmie Applegate reviewed the 43-year career of Dr. Dorothy Sheldon in education saying that she has been a credit to both the education profession and to Central Washington University. Dr. Sheldon has been a supervisor of student teachers, developed and taught a program for the gifted and talented, and directed the Womens Studies Program in addition to many other activities. Though entering phased retirement, Dr. Sheldon will remain active with the PENTA program and other programs in the Department of Education.

MOTION NO. 6185: Mr. Pitts moved, seconded by Dr. Woodhouse, that the request of Dr. Dorothy M. Sheldon, Professor of Education, for phased retirement effective January 1, 1989 be honored and that she be granted the title of Emeritus Professor of Education. Motion carried.

Faculty Appointments (tenure track)

MOTION NO. 6186: Mr. Tollefson moved, seconded by Mr. Vernier, that the following faculty appointments (tenure track) be approved:

Bruce D. Bagamery, Associate Professor of Business Administration, effective September 16, 1988

John F. Clark, Assistant Professor of English, effective September 16, 1988

Edward Golden, Assistant Professor of Business Administration, effective September 16, 1988

Michael J. Kraus, Assistant Professor of Industrial and Engineering Technology, effective for the 1988-89 academic year

Michael A. Launius, Assistant Professor of Political Science, effective September 16, 1988

James J. Ponzetti, Assistant Professor of Home Economics-- Family and Consumer Studies, effective for the 1988-89 academic year

Christine A. Sutphin, Assistant Professor of English, effective September 16, 1988

Approval of meeting date change from December 2 to December 9, 1988

MOTION NO. 6187: Mrs. Gould moved, seconded by Mr. Tollefson, that the Board approve a change in the date of the regular

