

11-1-1991

1991 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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**MINUTES
REGULAR MEETING
BOARD OF TRUSTEES
CENTRAL WASHINGTON UNIVERSITY
ROOM 143, BOUILLON HALL
NOVEMBER 1, 1991
11:00 a.m.**

The regular meeting of the Board of Trustees was called to order by the Chair, Dr. R. Y. Woodhouse, at 11:02 a.m., November 1, 1991, in Room 143 of Bouillon Hall, on the campus of Central Washington University in Ellensburg, Washington.

ROLL CALL

Present

Dr. R. Y. Woodhouse, Chair
Mr. Graham Tollefson, Vice-Chair
Mr. Ron Dotzauer
Mrs. Susan E. Gould
Mr. S. Sterling Munro
Mr. David A. Pitts
Mr. Frank R. Sanchez

A quorum was present.

Others

Dr. Carol E. Barnes, Dean of Extended University Programs
Mr. Dave Brown, Chair of the Association of Administrators
Dr. Gerald L. Cleveland, Dean, School of Business and Economics
Mrs. Gloria J. Craig, Secretary to the Board of Trustees
Dr. Don Cummings, Dean, College of Letters, Arts and Sciences
Dr. Ron Frye, Interim Dean, School of Professional Studies
Mr. John Holman, Director, Facilities Management
Mr. Courtney S. Jones, Vice President for Business and Financial Affairs
Dr. Jerry L. Jones, Special Assistant to the President
Ms. Teresa C. Kulik, Senior Assistant Attorney General
Dr. Gary Lewis, Dean of Library Services
Mr. Larry Lium, Vice President for University Relations & Development
Dr. Charles McGehee, Chair of the Faculty Senate
Dr. James G. Pappas, Dean of Admissions and Records
Mr. Eric Peter, President, Board of Directors, Associated Students of Central Washington University
Dr. Connie M. Roberts, Acting Vice Provost and Dean of Undergraduate Studies
Mr. Bill Ross, Director, Facilities Planning and Construction
Dr. Donald M. Schliesman, Interim Provost and Vice President for Academic Affairs
Dr. Gregory Trujillo, Interim Vice President for Student Affairs

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APPROVAL OF MINUTES

MOTION NO. 91-76: Trustee Munro moved, seconded by Trustee Pitts that the minutes of the regular meeting held September 20, 1991 be approved. Motion carried.

CHANGES TO THE AGENDA

Item VII-D, Proposed acceptance as complete the Backboard Winching System project, was removed from the agenda.

REPORTS

Board of Trustees

Chair Woodhouse reported that the Board of Trustees would likely meet in the Seattle area on December 8, 1991 with the time and place to be determined. Trustee Gould suggested that the meeting be at Edmonds Community College as a meeting had been scheduled there in February, 1991 which had to be canceled due to inclement weather.

Provost and Vice President for Academic Affairs

No report.

Faculty Senate

No report.

Student Government

Eric Peter said that he was excited about the finalists in the Presidential Search process.

Mr. Peter was pleased to report on the status of the proposed campus escort service. A committee has been set up to coordinate the effort to seek the support of the students for this program and the assessing of a \$2.00 fee to defray expenses. The initiators of the program are going through the proper channels and hope for implementation later in the year. It is hoped that enough funds will be obtained to assure excellent service. More information will be given at the next meeting.

Association of Administrators

Dave Brown, Chair of the Association of Administrators, reported that the group had recently sponsored a successful Friday Fest. The Association circulated an information survey to the members seeking direction for the group the results of which may be reported at the next meeting.

Status of Reserves and Budget Changes as of October 15, 1991

The Trustees received the subject report from Vice President Courtney S. Jones with no questions.

Report of Capital Projects under \$100,000

Vice President Jones reviewed the report of capital projects under \$100,000 with the Trustees. In response to a comment from Trustee Pitts, Mr. Jones said that the survey listed on this report will provide the planning basis for future development.

Report of Capital Projects over \$100,000

The Board discussed the projects listed in the subject report and reviewed the status of each. Of particular interest was the Dean Science Facility project which is drawing national attention. It will be one of the most significant capital undertakings for the university for some time. When complete, it will provide for needed science support for a long time to come. The project may span three biennia before it is complete.

Actions being taken to correct problems with the new swimming pool were discussed. Assistant Attorney General Teresa Kulik explained the legal possibilities and issues involved in the situation. John Holman, Director of Facilities Management, and William Ross, Facilities Planning and Construction, answered questions posed by the Board and assured everyone that the pool will be in usable condition as soon as possible.

Proposed 2.5% Budget Cut

Vice President Courtney Jones told the Board that a \$230,000,000 shortfall in state revenues is predicted and that the Office of Financial Management has directed us to prepare plans for two budget cuts of 2.5% each. The first would be effective December 1, 1991 and the second would be effective May 1, 1992. Mr. Jones reviewed for the Trustees the methodology to be employed to meet this mandate and said that all efforts will be made to protect the instructional area. He believed that if the second cut was implemented, it would probably be necessary to ask the Board for a declaration of financial exigency.

Trustees Tollefson and Gould, as the Board of Trustees Budget Committee, had met with the university Budget Advisory Committee and concurred in the gravity of the consequences such proposed budget cuts would present. Discussion continued.

The following reports were received by the Board with no questions or comments:

Administrative, Civil Service Exempt Personnel Reappointments**Reporting to the Provost and Vice President for Academic Affairs**

David B. Satnik, Systems Manager for the Geographic Information Systems Laboratory for the period August 16, 1991, through August 14, 1992

Joan M. Harris, Assistant Director of the Institute for Science and Society for the period September 1, 1991, through June 30, 1992

Mike McCormack, Director of the Institute for Science and Society for the period September 1, 1991, through June 30, 1992

Faculty Appointments - Temporary and Part-Time

Joan M. Ash, Assistant Professor of Home Economics, Family and Consumer Studies for the 1991 fall quarter

Sharell J. Babcock, Instructor in Education for the 1991 fall quarter

Frances K. Bailey-Town, Instructor in English as a Second Language for the 1991 fall quarter

Carolyn E. Booth, Instructor in the Paramedic Program in the Physical Education, Health Education and Leisure Services Department for the 1992 winter and spring quarters

James N. Bradley, Acting Assistant Professor of Business Administration with a half-time assignment as Ellensburg Business Incubator Manager for the period September 1, 1991, through August 31, 1992

Diane R. Briggs, Instructor of Education with an assignment coordinating the PIP Preschool for the 1991-92 academic year

Joan M. Cawley-Crane, Acting Assistant Professor of Home Economics, Family and Consumer Studies for the 1991-92 academic year

Amelia M. Clark, Assistant Professor of Law and Justice for the 1991 fall quarter

Frank Crimp, III, Golf Coach for the 1992 spring quarter

Dennis M. Dennis, Assistant Professor of Psychology for the 1991-92 academic year

James E. Dooley, Assistant Volleyball Coach for the 1991 fall quarter

Debra A. Dutkiewicz-Zetterberg, Instructor in Drama for the 1991 fall quarter

Ruth D. Erdman, Instructor in English for the 1991 fall quarter

Carl J. Formoso, Acting Associate Professor of Chemistry for the 1991 fall quarter

Tina L. Georgeson, Instructor in Education for the 1991 fall quarter

Kristofer Graap, Instructor in Mathematics for the 1991 fall quarter

John J. Hauth, Instructor in Art for the 1991 fall quarter

James B. Heikes, Wrestling Coach for the 1991-92 fall and winter quarters

Jacquelyn Herum, Instructor in English as a Second Language for the 1991 fall quarter

Jackson R. Horsley, Medical Director to the Paramedic Program in the Physical Education, Health Education and Leisure Services Department for the 1991-92 academic year

Carl C. Howell, Assistant Basketball Coach for the 1991 fall quarter

Eric D. Idler, Assistant Wrestling Coach for the 1991-92 fall and winter quarters

Andrew P. Jenkins, Acting Instructor in Health Education in the Physical Education, Health Education and Leisure Services Department for the 1991 fall quarter

Richard G. Johnson, Assistant Professor of English for the 1991 fall quarter

Mehmet E. Karaaslan, Assistant Professor of Economics for the 1991-92 academic year

Gordon A. Kelly, Instructor in Allied Health in the Biological Sciences Department for the 1991 fall quarter

John R. Kiemele, Instructor in Education for the 1991 fall quarter

Keith R. Kleinhen, Acting Assistant professor of Accounting for the 1991-92 academic year

Edwin B. Landis, Instructor in Art for the 1991 fall quarter

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Robin K. Little, Instructor in Flight Technology in the Industrial and Engineering Technology Department for the 1991 fall quarter

Jacqueline D. Lohman, Instructor in Physical Education in the Physical Education, Health Education and Leisure Services Department for the 1991 fall quarter

Pamela S. Mahre, Assistant Professor of Food Science and Nutrition for the 1991-92 academic year

Paul L. (Tad) Margelli, Jr., Instructor in Music for the 1991 fall quarter

Gary G. McGlothlen, Instructor in Law and Justice for the 1991 fall quarter

Jim R. Miller, Instructor in Education for the 1991 fall quarter

Glade H. Miller, Instructor in Education with an assignment as Student Teacher Supervisor for the 1991 fall quarter

Mark F. Morrill, Tennis Coach for the 1991-92 academic year

Deborah A. Nethery, Instructor in Physical Education in the Physical Education, Health Education and Leisure Services Department and Diving Coach for the 1991-92 fall and winter quarters

E. Denise Nichols, Instructor in Leisure Services in the Physical Education, Health Education and Leisure Services Department for the 1991 fall quarter

Ann B. Olson, Instructor in English for the 1991 fall quarter

Lissa M. Olson, Assistant Track and Field Coach for the 1992 winter and spring quarters

Christine Patterson, Instructor of Dance in the Physical Education, Health Education and Leisure Services Department for the 1991 fall quarter

Barbara H. Pickett, Instructor in Music for the 1991-92 academic year

John E. (Jack) Powell, Instructor in Geology for the 1991 fall quarter

Margaret Ratcliff, Instructor in the Paramedic Program in the Physical Education, Health Education and Leisure Services Department for the 1991 fall quarter

Gary D. Robinson, Professor of Psychology for the 1991-92 academic year

Julia J. Robinson, Assistant Professor of Computer Science for the 1991-92 academic year

Elaine M. Sarver, Instructor in Education for the 1991 fall quarter

Duane E. (Desl) Storey, Head Baseball Coach for the 1991-92 academic year

Tamsin Swain, Assistant Professor of English for the 1991 fall quarter

Pamela M. Thomas, instructor in Dance in the Physical Education, Health Education and Leisure Services Department for the 1991 fall quarter

Richard G. Thompson, Jr., Instructor in Communication for the 1991 fall quarter

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Anna J. Van Tassel (aka Dude Hatten), Instructor in Drama for the 1991 fall quarter

Sally L. Weitz, Instructor in English as a Second Language for the 1991 winter quarter

Suzanne G. Young, Instructor in Physical Education in the Physical Education, Health Education and Leisure Services Department for the 1991 fall quarter

Randall H. Youngren, Instructor in English for the 1991 fall quarter

Faculty Retirements

Quentin W. Fitzgerald, Professor of Art, Phased Retirement beginning fall quarter, 1992

COMMUNICATIONS

The Chair acknowledged receipt of a September 20, 1991 letter from State Representative Clyde Ballard and an October 1, 1991 letter from Annette Weis of the Human Rights Council, c/o Student Activities.

UNFINISHED BUSINESS

Trustee Sanchez had requested a report on the question of accreditation for the Mechanical Engineering Technology program by the Accreditation Board for Engineering and Technology (ABET). Dr. Ron Frye, Interim Dean, School of Professional Studies, referred to the report given last spring after the advice of the consultant indicated CWU should not attempt accreditation at this time because of staffing. In sum, the existing situation is that without further enrollment, the department cannot get more staff. Without ABET accreditation, there is a problem getting increased enrollment. We are presently in a holding pattern and will look at the question of ABET accreditation again in two years.

NEW BUSINESS

Award of Posthumous Distinguished Civil Service Status

Dr. Gregory Trujillo, Interim Vice President for Student Affairs, reported the death of Marilyn C. Goodey, Psychometrist Lead, on August 15, 1991. Mrs. Goody had completed almost 19 years of service to the university, most of which was spent in the Testing office. Dr. Trujillo eulogized this extraordinary member of the campus community for her unflagging devotion to the students, faculty, and staff of the university. In recognition of her dedicated service, it was recommended that Marilyn Goody be posthumously awarded Distinguished Civil Service status.

MOTION NO. 91-77: Trustee Gould moved, seconded by Trustee Sanchez, that Distinguished Civil Service status be awarded posthumously to Mrs. Marilyn Goody, Psychometrist Lead, effective immediately. Motion passed unanimously.

Award of Distinguished Civil Service Status

Vice President Courtney Jones presented information to the Board regarding the service of George Danubio, Maintenance Custodian Lead, who retired from CWU on October 14, 1991, with the recommendation that Mr. Danubio be awarded Distinguished Civil Service status. Mr. Danubio contributed greatly to the overall attractive condition of the campus.

MOTION NO. 91-78: Trustee Pitts moved, seconded by Trustee Tollefson, that Distinguished Civil Service status be awarded to George Danubio, Maintenance Custodian Lead in the Facilities Management Department, effective upon his retirement October 14, 1991. Motion carried.

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The Trustees agreed that in the future, certificates of the award of Distinguished Civil Service status will be furnished the recipients.

\$50 late fee for nonpayment of tuition and fees; reinstatement of \$75 processing fee

Dean James Pappas, Admissions and Records, furnished background information on the proposed action and said that the subject had been discussed with the leadership of the Associated Students of Central Washington University. Most of the students are paying their tuition on time. If implemented, the action would impact just those who do not.

MOTION NO. 91-79: Trustee Munro moved, seconded by Trustee Gould, that at the direction of the Registrar, a \$50 late fee will be assessed for any balance of tuition and fees existing between the 7th and 10th day of the quarter with the quarterly class schedule being read for exact deadlines, and that late fees resulting from institutional error may be waived.

Concurrently, a reinstatement processing fee of \$75 will be charged in addition to the late fee if a student wishes to be reinstated after being cancelled on the 30th calendar day of the quarter for nonpayment of tuition and fees. Motion carried.

Delegations of authority to advertise for and contract with consultant for the Moore Hall Modernization capital project

MOTION NO. 91-80: Trustee Gould moved, seconded by Trustee Pitts, that the Board delegate authority to the Vice President for Business and Financial Affairs, or his designee, to approve consultant selection, to award consultant contract, to approve preliminary and construction documents, and to advertise for bids for the Moore Hall Modernization project (#2847). Motion carried.

Delegations of authority to execute design and building contract for Nicholson Skylights capital project

MOTION NO. 91-81: Trustee Pitts moved, seconded by Trustee Munro, that the Board delegate authority to the Vice President for Business and Financial Affairs, or his designee, to approve the award of Design/Build Contract, based upon in-house performance specifications for the Nicholson Pavilion Skylights project. Motion carried.

Delegations of authority to advertise for and execute contracts for the Athletic Training Room Remodel project

MOTION NO. 91-82: Trustee Dotzauer moved, seconded by Trustee Gould, that the Board delegate authority to the Vice President for Business & Financial Affairs, or his designee, to approve the consultant selection, to award the consultant contract, to approve preliminary and construction documents, and to advertise for bids for the Athletic Training Room Remodel project. Motion carried.

Emeritus Professor Status

Dean Donald Cummings, College of Letters, Arts and Sciences, reviewed the CWU career of Quentin W. Fitzgerald, Professor of Art, who will begin phased retirement from the university effective Fall Quarter, 1992. Since 1971, Professor Fitzgerald has taught well a wide range of art history courses. In addition to being a popular and dynamic teacher of challenging courses, his colleagues recognize his generous help with their own efforts. For his skills as a teacher and as an exemplar of the spirit of collegial scholarship, Professor Fitzgerald was recommended to be given the status of Emeritus Professor of Art effective at the beginning of his phased retirement.

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MOTION NO. 91-83: Trustee Munro moved, seconded by Trustee Dotzauer, that Quentin W. Fitzgerald be designated Emeritus Professor of Art effective at the beginning of his phased retirement, Fall Quarter, 1992. Motion carried.

Faculty Leave of Absence

MOTION NO. 91-84: Trustee Dotzauer moved approval of the request for leave without pay for James P. Beaghan, Associate Professor of Business Administration, for the 1992 winter and spring quarters, time to apply toward seniority. Motion seconded by Trustee Pitts and passed.

REPORT FROM THE PRESIDENTIAL SEARCH COMMITTEE

Chair Woodhouse reported briefly on the status of the presidential search. Four finalists for the position will be brought to campus for meetings with members of the campus and local communities. These will run through approximately the third week in November. Beginning the fourth week in November, the committee will meet to deliberate and then to make recommendations to the Board of Trustees. The Board will then meet with those candidates recommended on December 7. Dr. Woodhouse commended the members of the Presidential Search Committee for their extremely conscientious and diligent efforts to serve the best interests of Central Washington University and bring the search to this point. She further commended Ms. Lola Nelson-Mills, Executive Secretary to the committee, for an outstanding job throughout the entire process and also Ms. Agnes Canedo, Executive Coordinator for the committee for her excellent work.

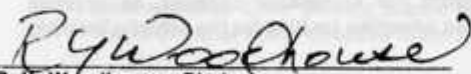
Trustee Sterling Munro was joined by other trustees in commending the search committee for their participation and hard work on behalf of the university in this extremely important undertaking. Mr. Munro said he was very impressed with the process to this point and that the group had done an excellent job. Dr. Woodhouse accepted the laudatory remarks on behalf of the entire committee.

NEXT MEETING

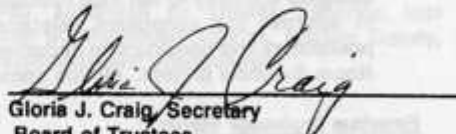
The regular meeting of the Board of Trustees scheduled for Friday, December 6, 1991, in Ellensburg was canceled. The next meeting will be a special meeting in the Seattle area on December 6, 1991, time and place to be determined and announced. Another special meeting will be held on December 7, 1991, also in the Seattle area, time and place to be determined and announced, for the Board to evaluate the qualifications of the finalists for the position of President of Central Washington University.

ADJOURNMENT

The meeting was adjourned at 12:35 p.m.



R. Y. Woodhouse, Chair
Board of Trustees
Central Washington University



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