

6-10-1994

## 1994 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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*Edrey - Affarano*  
**Approved October 14, 1994**

**MINUTES  
CENTRAL WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES  
REGULAR MEETING  
Friday, June 10, 1994  
11:00 a.m.**

The regular meeting of the Board of Trustees of Central Washington University was called to order by Chair, Susan E. Gould at 11:05 a.m. on June 10, 1994, in Room 412 of Barge Hall on the campus of Central Washington University.

**ROLL CALL**

**Present**

Ms. Susan E. Gould, Chair  
Mr. Frank R. Sanchez, Vice-Chair  
Ms. Cynthia Curreri  
Mr. Ron Dotzauer  
Ms. Gwen Chaplin  
Dr. R. Y. Woodhouse  
Mr. Wilfred Woods

A quorum was present.

**Others**

Dr. Robert H. Brown, Acting Dean, College of Letters, Arts & Sciences  
Ms. Agnes F. Canedo, Special Assistant to the President  
Mr. Greg Carlson, President-Elect, Board of Directors, ASCWU  
Ms. Gloria J. Craig, Secretary to the Board of Trustees  
Dr. David P. Dauwalder, Dean, School of Business & Economics  
Dr. Beverly Heckart, Professor of History and Chair, Faculty Senate Code Committee  
Mr. Kris Henry, President, Board of Directors, Associated Students of Central Washington University  
Mr. John Holman, Director, Facilities Management  
Mr. Courtney S. Jones, Vice President for Business & Financial Affairs  
Ms. Teresa Kulik, Senior Assistant Attorney General  
Dr. Gary Lewis, Dean, Library Services  
Dr. Thomas D. Moore, Provost/Vice President for Academic Affairs  
Ms. Joan F. Mosebar, Acting Dean of Continuing Education  
Dr. Linda B. Murphy, Dean, School of Professional Studies  
Dr. Ivory V. Nelson, President  
Dr. Sidney L. Nesselroad, Chair, Faculty Senate  
Dr. James G. Pappas, Dean of Academic Services  
Dr. Gerald J. Stacy, Dean of Graduate Studies and Research and Associate Provost for Faculty Professional Development  
Mr. Jeff Stier, Assistant Attorney General  
Dr. Greg Trujillo, Interim Vice President for Student Affairs  
Ms. Carolyn L. Wells, Chair, Association of Exempt Administrative and Professional Staff

**CHANGES TO THE AGENDA**

Item 35 was removed from the consent agenda and placed for consideration for action as item 55.1. The name of Dr. Joseph Brooks was added to the tenure-track appointments, agenda item number 4.

**APPROVAL OF MINUTES**

The minutes of the regular meeting of April 8, 1994 and the special meeting (teleconference) of April 25, 1994 were approved as submitted.

**CONSENT AGENDA**

**MOTION NO. 94-16:** Trustee Dotzauer moved, seconded by Trustee Sánchez, that the Board approve action items 3, 4, 5, 6, 7, 18, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 36, 39, and 40, and receive report items 10, 11, 12, 13, 14, 15, 16, 17, 19, 20, 36, and 37, collectively. Motion carried.

**ACTION** Items included on the Consent Agenda were:

**PERSONNEL REPORTS AND RECOMMENDATIONS****Emeritus Professor Status**

In recognition of their long and distinguished service to Central Washington University, the title of Emeritus Professor is hereby conferred upon the following individuals, along with all rights and privileges of that title:

- William W. Barker, Professor, Biological Sciences, phased retirement effective the end of Spring, 1995.
- Elbert E. Bilyeu, Professor, Foreign Languages (Spanish), phased retirement effective end of Spring, 1995.
- Earl T. Glauert, Professor, History, phased retirement effective the end of Spring, 1994.
- Jerry L. Jones, Professor, Chemistry, full retirement effective the end of Spring, 1994, with additional recognition for his many years of service in a variety of administrative positions.
- Constance H. Speth, Professor, Art, full retirement effective the end of Spring, 1995.

**Faculty Tenure-Track Appointments**

The following tenure-track appointments are hereby approved:

**Anthropology**

Barbara N. Bicchieri, Assistant Professor, 1994-95, Step 6

**Biological Sciences**

Kristina A. Ernest, Assistant Professor, 1994-95, Step 6

Douglas N. Reynolds, Assistant Professor, 1994-95, Step 11

**Computer Science**

Edward M. Gellenbeck, Assistant Professor, 1994-95, Step 16

**Education**

Cindy C. Emmans, Associate Professor, 1994-95, Step 10

**English**

Paulus Pimono, Assistant Professor, 1994-95, Step 7

**Geology**

Lisa L. Ely, Assistant Professor, 1994-95, Step 9

**Law and Justice**

C. Wayne Johnston, Assistant Professor, 1994-95, Step 10

James B. Roberts, Assistant Professor, 1994-95, Step 13

**Music**

Joseph H. Brooks, Assistant Professor, 1994-95, Step 11

**Psychology**

Terrence J. Schwartz, Assistant Professor, Step 6

**Faculty Reappointments, Second Probationary Year 1994-95 (with no assurance of tenure)**

The reappointment of Michelle D. Kidwell, Assistant Professor of Computer Science, is hereby approved for reappointment for the 1994-95 academic year, her second probationary year, with no assurance of tenure.

**Military Faculty Appointments**

The military faculty appointment of Captain David M. Mirro, Assistant Professor, Aerospace Studies, was approved, effective Summer, 1994.

**Faculty Leave Without Pay**

The following leaves of absence without pay for the time period designated are hereby approved:

Marco G. Bicchieri, Professor, Anthropology, Winter 1995, with time to count towards seniority.

Thomas L. Blanton, Professor, English, 33% for the Winter and Spring of 1995, with time to count towards seniority.

Stephen G. Hinthorne, Professor, Mathematics, 1994-95 academic year, with time to count towards seniority.

George Macinko, Professor, Geography and Land Studies, 46% for the 1994-95 academic year, with time to count towards seniority.

Kent D. Richards, Professor, History, Fall 1994, with time to count towards seniority.

**Distinguished Administrator recognition**

In recognition of more than 26 years of dedicated service to the University, Jim Hollister, Director of Housing Services, is awarded Distinguished Administrator designation, effective upon his retirement, June 30, 1994.

**CONSTRUCTION PROGRAM**

The Board of Trustees approved the following actions on construction programs:

**ADA Elevator Modifications** - Delegated authority to the Vice President for Business and Financial Affairs to advertise for bids, award and execute a contract for ADA elevator modifications.

**Aquatics Facility Shower Room Tile** - Delegated authority to the Vice President for Business and Financial Affairs to advertise for bids, award and execute a contract for Aquatics Facility shower room tile.

**Distance Learning, WHETS Intertie (with Wenatchee Valley Community College)** - Delegated authority to the Vice President for Business and Financial Affairs for the expenditure of equipment funds and construction (remodeling) of a properly designed and equipped room to serve the programmatic requirements of the WHETS Intertie.

Jongeward-Language and Literature-Samuelson Union Building Roof Replacement - Delegated authority to the Vice President for Business and Financial Affairs for award and execution of a consultant contract, as well as for bidding, award and execution of resulting construction contracts for the Jongeward-Language and Literature-Samuelson Union Building Roof Replacement Project.

Moore-Anderson Roof Replacement - Delegated authority to the Vice President for Business and Financial Affairs for award and execution of consultant contracts, as well as for bidding, award and execution of resulting construction contracts for the Moore-Anderson Roof Replacement Project.

Nicholson Pavilion Field House Floor - Delegated authority to the Vice President for Business and Financial Affairs to award and execute a construction contract to the apparent low bidder within available funding for the field house floor replacement.

Bowers Field Flight Tech Parking Lot (Contract #3401) - Accepted as complete the Bowers Field Flight Tech Parking Lot (Contract #3401) as performed by Aer-Ex, Inc., Ellensburg, Washington for the amount of \$26,317.18 not including Washington State Sales Tax.

Bowers Field Flight Tech Septic System (Contract #3400) - Accepted as complete the Bowers Field Flight Tech Septic System (Contract #3400) as performed by Aer-Ex, Inc., Ellensburg, Washington for the amount of \$3,000.00 not including Washington State Sales Tax.

Hertz Hall Remodel - Structural Repair (Contract #3157-2C) - Accepted as complete the Hertz Hall Remodel - Structural Repair (Contract #3157-2C) as performed by Diamaco, Inc., Kirkland, Washington in the amount of \$69,888.00 not including Washington State Sales Tax.

Mitchell Second Floor General Construction (Contract #3465S) - Accepted as complete the Mitchell Second Floor General Construction (Contract #3465S) as performed by J. C. Noel Construction, Inc., Yakima, Washington for the amount of \$37,256.00 not including Washington State Sales Tax.

Mitchell Second Floor Telecom (Contract #3474S) - Accepted as complete the Mitchell Second Floor Telecom (Contract #3474S) as performed by Eagle Technical Services, Inc., Spokane, Washington for the amount of \$20,125.00 not including Washington State Sales Tax.

Modular Unit Remodel (Contract #3433S) - Accepted as complete the Modular Unit Remodel (Contract #3433S) as performed by Belsaas and Smith Construction, Inc., Ellensburg, Washington for the amount of \$77,207.00 not including Washington State Sales Tax.

Modular Unit Telecom (Contract #4008S) - Accepted as complete the Modular Unit Telecommunications (Contract #4008S) as performed by Eagle Technical Services, Inc., Spokane, Washington for the amount of \$18,562.00 not including Washington State Sales Tax.

Third Floor Psychology Building Floors (Contract #3473) - Accepted as complete the Third Floor Psychology Building Floors (Contract #3473) as performed by Adhesive Systems, Inc., Auburn, Washington for the amount of \$12,766.00 not including Washington State Sales Tax.

**BUSINESS AND FINANCIAL AFFAIRS**

**Adoption of Resolution 94-07 updating university contracting, purchasing, leasing authorities** - Resolution adopted. (Copy attached to these minutes.)

**Tuition and Fees for Regular Session FY 94-95** - Approved the schedule to increase tuition and fees as prescribed by the Higher Education Coordinating Board. Changes to be initiated Fall Quarter 1994 include the following increases:

<u>Full-Time</u>	<u>Fall 1993</u>	<u>Fall 1994</u>
<b>Undergraduate</b>		
Resident	657.00	752.00
Non-Resident	2,316.00	2,658.00
<b>Graduate</b>		
Resident	1,046.00	1,200.00
Non-Resident	3,179.00	3,645.00

**Computer Laboratory Fee** - Approved the proposed Student Computer Laboratory Fee increase from the current \$18.00 per quarter to \$19.00 per quarter to provide additional student assistants, printer paper, printer ribbons/toner, and minor hardware and software upgrades. This increase is to be effective Fall Quarter 1994.

**REPORT items received collectively on the Consent Agenda were:**

**PERSONNEL REPORTS****Continuation of Faculty Reassignments**

Connie M. Roberts (Professor, Business Education & Administrative Management), Special Assistant for Institutional Research and Assessment, Office of the Provost, July 1, 1994 through June 30, 1995

Donald M. Schliesman (Professor, Education), Special Assistant to the Provost, Office of the Provost, July 1, 1994 through June 30, 1995

**Non-Tenure Track Faculty Appointments****1993-94 Academic Year**

Anthropology, Lecturer, Bicchieri, Barbara N., Spring 1994 (1.00)  
 Business Admin. (Lynnwood), Lecturer, Lewis, Harold C., Spring 1994 (0.67)  
 Business Education, Lecturer, Chandler, Bill, Spring 1994 (0.20)  
 Education, Lecturer, Georgeson, Tina L., Spring 1994 (0.33)  
 Education, Lecturer, Hawley, James, Spring 1994 (0.20)  
 Education, Lecturer, Magnus, Don, Spring 1994 (0.40)  
 Education, Lecturer, Molvik, Nil, Spring 1994 (0.20)  
 Education (Yakima), Lecturer, Schussler, Don W., Spring 1994 (0.26)  
 Education, Lecturer, Vogt, Mary E., Spring 1994 (0.46)  
 English, Lecturer, Davault, Kent R., Spring 1994 (0.27)  
 English, Lecturer, Demers, Diana, Spring 1994 (0.27)  
 English, Lecturer, Harper, Lila M., Spring 1994 (0.27)  
 English as a 2nd Lang., Lecturer, Bailey-Town, Frances, Spring 1994 (0.33)

English as a 2nd Lang., Lecturer, He, Meiqi, Spring 1994 (1.00)  
English as a 2nd Lang., Lecturer, Hu, Beiyin, Spring 1994 (0.66)  
English as a 2nd Lang., Lecturer, Kunz, Merle H., Spring 1994 (0.33)  
English as a 2nd Lang., Lecturer, Lillard, Thomas C., Spring 1994 (0.33)  
English as a 2nd Lang., Lecturer, Norton, Sarah, Spring 1994 (0.66)  
Geography, Lecturer, Hultquist, John F., Spring 1994 (0.33)  
Geography, Lecturer, Speth, William W., Winter 1994 (0.07)  
History, Lecturer, Munsell, Kenneth D., Spring 1994 (1.00)  
IET, Lecturer, Snyder, Warren, Spring 1994 (0.33)  
Law & Justice (So. Seattle), Lecturer, Wright, Charles, Spring 1994 (0.20)  
Music, Lecturer, Kaufman, Marcia, Spring 1994 (0.23)  
PEHLS, Lecturer, Mitchell, Jack, Spring 1994 (0.06)  
Political Science (So. Seattle), Lecturer, Gibson, John E., Spring 1994 (0.33)  
Sociology (Lynnwood), Lecturer, Simonsen, Clifford E., Spring 1994 (0.33)  
Theatre Arts, Lecturer, Shipley, Lisa, Spring 1994 (0.27)  
Theatre Arts, Lecturer, Van Tassel, Anna J., Spring 1994 (0.80)

1994-95 Academic Year

Biology (Allied Health), Assistant Professor, McCown, Linda J., 1994-95 (1.00)  
Biology (Allied Health), Assistant Professor, Steen, Claudia R., 1994-95 (1.00)  
Economics, Assistant Professor, Ghosh, Koushik, 1994-95 (1.00)  
Education, Lecturer, Gann, Cory, 1994-95 (1.00)  
English, Assistant Professor, Gookin, Karen L., 1994-95 (1.00)  
English, Assistant Professor, Kleck, Judith A., 1994-95 (1.00)  
English, Assistant Professor, Mack, Virginia B., W&S 1995 (1.00)  
English, Assistant Professor, Yoxtheimer, Rebecca L., 1994-95 (1.00)  
English as a 2nd Lang., Lecturer, He, Meiqi, Fall 1994 (1.00)  
Foreign Languages, Lecturer, Pantoja Carillo, Carolina S., 1994-95 (1.00)  
Foreign Languages, Lecturer, Georgeoliani, Dinara, 1994-95 (1.00)  
History, Lecturer, Kunz, Merle H., 1994-95 (1.00)  
Library, Lecturer, Wise, Mary (12 month appt.), 1994-95 (1.00)  
Law & Justice, Lecturer, McCain, Bobbie D., 1994-95 (1.00)  
Mathematics, Lecturer, Hilliard, Richard M., 1994-95 (1.00)  
Physics, Assistant Professor, Rosell, Sharon L., 1994-95 (1.00)  
Political Science, Assistant Professor, Yoon, Bang-Soon, 1994-95 (1.00)  
Sociology, Assistant Professor, John, Jimmie J., 1994-95 (1.00)

Faculty Exchange

Chen Jianshe, Anhui University, People's Republic of China, June 12, 1994 through June 15, 1995.

Faculty Retirements

William W. Barker, Professor, Biological Sciences, phased retirement effective the end of Spring, 1995.

Elbert E. Bilyeu, Professor, Foreign Languages (Spanish), phased retirement effective end of Spring, 1995.

Earl T. Glauert, Professor, History, phased retirement effective the end of Spring, 1994.

Jerry L. Jones, Professor, Chemistry, full retirement effective the end of Spring, 1994,

with additional recognition for his many years of service in a variety of administrative positions.

Constance H. Speth, Professor, Art, full retirement effective the end of Spring, 1995.

Department Chair/Program Director Appointments

Janet S. Bowers, Interim Chair, Home Economics--Family and Consumer Studies, half time, April 11, 1994 through June 15, 1995.

Barney L. Erickson, Mathematics, September 1, 1994 through August 31, 1998.

Michael A. Launius, Political Science, September 1, 1994 through August 31, 1998.

Russ A. Schultz, Music, September 1, 1994 through August 31, 1998.

Rosco N. Tolman, Foreign Languages, September 1, 1994 through August 31, 1998.

Administrative, Civil Service Exempt Resignations

Mary B. Marcy, Director of Governmental Relations, effective May 20, 1994.

Nomi Pearce, Study Abroad/Exchange Advisor, International Programs, effective August 1, 1994.

Murray A. Larsen, Director, Residence Living, effective July 31, 1994.

Administrative, Civil Service Exempt Retirement

The retirement of Jim Hollister, Director of Housing, was reported, effective June 30, 1994.

Administrative, Civil Service Exempt Appointment

The appointment of Caroline Onstot, Secretary to the Vice President for Business & Financial Affairs, was reported, effective June 6, 1994.

BUSINESS & FINANCIAL AFFAIRS

Major and Minor Capital Report

Mitchell Hall Remodel: Information Item

Status of Budget Changes and Reserves

Master Fee Schedule

PERSONNEL RECOMMENDATIONS (not on consent agenda)

Faculty Tenure

**MOTION NO. 94-17:** Trustee Chaplin moved, seconded by Trustee Woods, that the following faculty be awarded tenure, effective Fall Quarter 1994:

Education	Gregory S. Chan
Education	Daniel C. Fennerty
Education	David J. Majsterek
Education	Thomas D. Moore
Education	Candace E. Schulhauser



Education	Henry S. Williams
Education	D. Gail Wilson
Geology	Charles M. Rubin
Mathematics	James D. Harper
Mathematics	Scott M. Lewis
Mathematics	Jan M. Rizzuti
Music	Daniel F. Baldwin
PEHLS	Craig E. Rademacher
Physics	Roger H. Yu

Motion carried.

Faculty Promotions

**MOTION NO. 94-18:** Trustee Woods moved, seconded by Trustee Chaplin, that the faculty listed below are hereby promoted to the rank indicated, effective Fall Quarter 1994:

PROFESSOR

Business Administration	James P. Beaghan
Business Administration	Hugh M. Spall
Education	Gregory S. Chan
Geology	M. Meghan Miller
Home Economics	Ethan A. Bergman
Music	Hal J. Ott
Psychology	Susan D. Lonborg

ASSOCIATE PROFESSOR

Education	Candace E. Schulhauser
Education	Henry S. Williams
Mathematics	James D. Harper
Mathematics	Jan M. Rizzuti
Music	Daniel F. Baldwin
PEHLS	Deloris M. Johns
PEHLS	Craig E. Rademacher
PEHLS	Lana J. Sharpe

Motion carried.

BUSINESS AND FINANCIAL AFFAIRS REPORTS AND RECOMMENDATIONS (not on Consent Agenda)

Disaster Procedures Report: Information item

President Nelson said we are required by state law to have a disaster plan. Vice President Courtney Jones referred to May, 1980, when Mt. St. Helens erupted. He reviewed the problems we faced and lauded our personnel for their quick response. If our employees had not reacted as quickly as they did, we would have had much more damage.

Central Washington University was very successful. We recovered very rapidly from that which indicates that we have a good basic framework within which to respond.

The Facilities Management department is responsible for the primary items. We already have a recall procedure in place which we employ for extraordinary events, as well as police

response to all emergencies. Additionally, the Computer Services division has a recovery plan which has been submitted to the state.

Mr. Jones reviewed the report as submitted and said our plan is complementary to those of the city and state. We expect to continue to coordinate these. Trustees posed questions regarding specific examples of concern which Mr. Jones answered to their satisfaction. In response to the question from Mr. Sánchez as to how a parent might get information in case of a disaster, Mr. Jones said we are still working to get a satisfactory, workable plan in place. President Nelson said we do have a 24-hour phone line which rings in at the local police department to assist in this regard.

#### 1994-95 Operating Budget Request

President Nelson introduced the 1994-95 Operating Budget Request and said that in its preparation, we recognized the state planned to cut us. Discussion ensued as to how Central plans to address the proposed cuts. The President said that this puts us in the best position possible for now. Hopefully, we will get sufficient enrollment increase to help us. Trustee Dotzauer asked to see a comparison among the institutions when/if such might be available.

**MOTION NO. 94-19:** Trustees Sánchez moved, seconded by Trustee Chaplin, that the Board of Trustees approve the general operating budget request for the 1994-95 in the total amount of \$46,864,522, as recommended. Motion carried.

#### 1995-97 Operating Budget Request - Preliminary

President Nelson presented the preliminary 1995-97 Operating Budget Request and said it did not include the newly mentioned cuts. Courtney Jones emphasized the fact that this is a preliminary budget with preliminary figures. It will be brought back for final approval in the first meeting of the fall. The same thing applies to the capital budget.

The methodology employed for submission of the budget was reviewed and individual items discussed. Mr. Jones pointed out the spiraling costs for computer-related activity and reviewed our request. Discussion followed concerning the impact of the limitations of Initiative 601 in the budgetary process.

CWU has traditionally had more enrollment as a higher priority. We have the capacity. We will also request salary increases for all employees. None have happened in the current biennium. The climate is not good, but that is an important need for faculty, administrative exempt, and civil service staff. All the priorities would be revisited before the final approval.

**MOTION NO. 94-20:** Trustee Dotzauer moved, seconded by Trustee Sánchez, that the Board of Trustees approve the preliminary general operating budget request for the 1995-97 biennium in the total amount of \$106,385,000, as recommended. Motion carried.

#### 1995-97 Capital Budget Request - Preliminary

President Nelson said this budget has also been submitted through our strategic planning process. Vice President Jones emphasized that this is preliminary and the numbers will continue to change until it comes back for final approval in September. Our number one priority is the remodel and addition to Black Hall. Lengthy discussion of individual projects followed. Mr. Jones pointed out that the fund source is different on the Omnibus projects than for those projects funded from the state construction account 057 (which projects must

compete with other state projects). The Omnibus projects are funded from the CWU Capital fund 063 which receives funding from two principal sources - \$25 from each student each quarter, and a larger amount from the normal school trust fund which is managed by the State Treasurer. These funds are also appropriated by the state legislature.

Our total request for preservation projects is \$3,661,000; for program enhancements - \$3,551,000. The numbers for computing-related requests were staggering and we cannot possibly respond. The major item is limited to \$957,000 out of necessity which leads to a lot of frustration on campus. There isn't enough money to begin to alleviate the problem.

The omnibus capital project list was reviewed and discussed. It, too, will come back for final approval in the fall. Item number one on the omnibus project list is the president's residence and reception center remodel. Chair Gould said that the Board requested to have this project on the list so it would get a full hearing as part of the process. Mr. Jones said that misinformation has been circulating. Some deck work has been done from maintenance funding. The roof is in very bad condition and should be replaced. Leaks have occurred and major damage may follow if it is not replaced. If approved, the project will be funded from roofing funds at an estimated cost of \$33,000. Mr. Jones assured everyone that nothing has been approved at this time. They will have ample opportunity to evaluate individual items.

In the following discussion, Trustee Sánchez voiced his disappointment that the president's residence/reception center remodel project was not effected last year and said the facility is not up to the caliber of the university. Responding to the question from Trustee Chaplin as to the breakdown of cost (\$247,000) between the reception center and the living quarters, Mr. Jones said 40.8% (\$146,250) is for the reception center and 59.2% (\$100,599) for the living quarters. The original house was built in 1947 and a second story and the reception center added later.

Trustee Curreri questioned the value of retaining and remodeling the present structure. Chair Gould said that was one of the things considered last year. It had then been determined that to sell the structure we have and try to replace the facility to the level of what it should be wouldn't save us money in the long run. John Holman, Director of Facilities Management, said it would depend on a lot of factors. Given the fact we have land available, we probably could build a house equal to those figures, but there are many unknowns. In the following discussion, President Nelson reiterated the fact that the facilities belong to the university, not to him, and said he is willing to live with it.

**MOTION NO. 94-21:** Trustee Sánchez moved, seconded by Trustee Chaplin, that the Board of Trustees approve the preliminary capital budget request for the 1995-97 biennium as submitted (including the remodel of the president's residence/reception center). Motion carried with Trustee Curreri voting no.

#### BOARD OF TRUSTEES REPORTS AND RECOMMENDATIONS

As part of the Board's responsibility for evaluation of the president, Chair Gould read the June 8, 1994, evaluation letter to Dr. Nelson from the Board, as follows:

*President Ivory V. Nelson  
Central Washington University  
Ellensburg, WA 98926-7501*

*Dear Dr. Nelson:*

*Upon review and evaluation for the March, 1993 to March, 1994 year, the Board of*

*Trustees of Central Washington University is pleased to congratulate you on a highly successful year as its president.*

*In spite of budget constraints and cutbacks, the academic program continues to progress, the campus climate improves, management and organization efficiencies increase, the public and governmental image of the University is enhanced, and diversity is becoming an integral part of campus life. You have more than met our expectations. Central Washington University is beginning to earn the reputation of a well-run institution of higher learning with continued emphasis on increased academic standards.*

*It is unfortunate that we are unable to increase your compensation under current conditions for we surely would do so.*

*Thank you for the continued commitment of your time and many abilities to making an even brighter future for the students of CWU.*

*Sincerely,*

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

President Nelson thanked the Board.

Election of officers for 1994-95: Chair, Vice-Chair, Secretary

Election of a Board chair, vice-chair, and secretary is called for in Part 1-1.4 of the University Policies Manual to take place at the spring quarter meeting with assumption of office July 1.

Chair Gould opened nominations for the position of Chair.

**MOTION NO. 94-22:** Trustee Sanchez moved, seconded by Trustee Woodhouse, to elect Trustee Ron Dotzauer as Chair. There being no further nominations, the nominations were declared closed. On call for the question, the motion to elect carried.

Nominations for the position of Vice-Chair were opened.

**MOTION NO. 94-23:** Trustee Woods moved, seconded by Trustee Dotzauer, to elect Trustee Gwen Chaplin as Vice-Chair. There being no further nominations, the nominations were declared closed. On call for the question, the motion to elect carried.

Nominations for the position of Secretary were opened.

**MOTION NO. 94-24:** Trustee Woodhouse moved, seconded by Trustee Chaplin, to elect Ms. Gloria Craig as Secretary to the Board. There being no further nominations, the nominations were declared closed. On call for the question, the motion to elect carried.

Calendar of meetings for 1994-95

**MOTION NO. 94-25:** Trustee Woods moved, seconded by Trustee Dotzauer, that the following calendar of regular meetings be established for the 1994-95 academic year:

October 14, 1994  
December 2, 1994  
January 27, 1995  
March 24, 1995  
June 9, 1995

Motion carried.

Trustee Woodhouse asked that the record note that scheduling any meeting to be held on the Friday immediately following the fourth Thursday in any month will make it impossible for her to participate in pre-meeting events. She further stated that she would appreciate the Board recognizing that events following meetings would be better.

Unless otherwise notified, scheduled meetings will be held in Room 412 of Barge Hall on the campus of Central Washington University commencing at 11:00 a.m. Trustee Sánchez said he would like to have at least one meeting on the west side at one of the remote campuses.

#### OTHER REPORTS AND RECOMMENDATIONS

##### Provost/Vice President for Academic Affairs

The Provost had no additional items to submit.

##### Vice President for Students Affairs

###### Approval of Recommended Services and Activities (S&A) Budget for 1994-95

Vice President Trujillo said that the fees paid by students at registration represent the source of funds managed by the Services and Activities budget. By legislative intent, students are to have a strong voice in the allocation of those funds. We prepare the budgets (S&A budgets) on a biennial basis. We are presently in the second year of a biennium.

Individual items were reviewed and changes were pointed out. Students and faculty may make supplemental application for funds during the year. Two of the three major music ensembles have been invited to participate in national competition and support will be sought from the S&A budget.

Dr. Trujillo introduced Brian Dolman, Chair of the S&A Committee, and Kris Henry, President of the ASCWU, and thanked them for their work on the subject budget.

**MOTION NO. 94-26:** Trustee Sánchez moved, seconded by Trustee Woodhouse, that the Board adopt the Services and Activities budget for 1994-1995 as submitted. Motion carried. (Copy on file in the president's office.)

##### Vice President for University Advancement

No report.

##### Faculty Senate

Senate Chair Sidney Nesselroad introduced Professor Frank Carlson of the Education Department who has recently been selected to act as faculty legislative liaison, a post not filled for the past two years.

Dr. Nesselroad said that the Senate has recently approved changes to the merit system, primarily having to do with the award structure. Everything is being built in a criterion base. The subject has been explored for about four years and is now moving forward very positively.

Dr. Nesselroad then read into the record the following Faculty Senate memo and resolution sent to the president on June 2, 1994:

"The Faculty Senate approved the following resolution regarding faculty collective bargaining at its June 1, 1994, meeting:

WHEREAS the Faculty at Central Washington University have traditionally supported the right of faculty to choose to engage in collective bargaining, and

WHEREAS Initiative 601 puts all of public higher education at risk, and

WHEREAS more than 60% of the C.W.U. faculty have signed authorization cards,

BE IT SO RESOLVED that the Faculty Senate of Central Washington University supports the request of the United Faculty of Central AFT/NEA, that the Board of Trustees of C.W.U. agree to a collective bargaining election supervised by the Public Employment Relations Commission (PERC) and to collectively bargain with faculty if the majority of the faculty vote to do so.

Please notify the members of the Board of Trustees of this Faculty Senate action."

This resolution took place one week after the letter the Board of Trustees sent to the United Faculty of Central denying their request for the Board to engage in collective bargaining discussions. Dr. Nesselroad pointed out that the resolution was unanimously approved by the faculty senators. The first senate meeting in the fall is September 12. The Senate would like to request a reply in writing from the Board no later than October 5 (senate executive committee meeting date) as to whether the Board intends to meet with the united faculty of central on this matter, and if so, when - at what meeting?

Trustee Sánchez said that he didn't believe the Board understood what would be discussed. There is already in place the *Faculty Code* and a university policy delineating how we conduct the meetings. He said he did not understand what the Board is being asked to do. Dr. Nesselroad responded that the Senate has chosen to involve itself in this issue by supporting this group and plan to follow up on it.

In the ensuing dialogue, the point was made that there is no law forbidding the Board of Trustees to engage in collective bargaining with the faculty; conversely, there is no legislation allowing it. Others spoke to the issues.

Trustee Woodhouse suggested that the chair request briefing and discussion papers and an analysis of potential impact of faculty collective bargaining which could be done well in advance of the next board meeting to give a basis for consideration of discussion. Chair-elect Dotzauer said he would like to see both sides of the issue relating to institutional impact and would like working documents presenting varying scenarios created over the summer months. The Trustees want, and need, good discussion documents. Trustee Chaplin suggested also that it would be interesting to see what Eastern Washington University has done and the scope of their activity.

Board of Directors, Associated Students of Central Washington University

Kris Henry, President of the Board of Directors, Associated Students of Central Washington University (BOD-ASCWU), reviewed recent activities of the ASCWU. The Emerging Leaders program has been very successful. A lot of time and effort has gone into the revision of the student evaluation of faculty form. The students have had a strong voice in Olympia this last session and appreciated the efforts of the legislative liaison, Heather Flodstrom. The revision of the ASCWU Constitution and Bylaws was completed and approved by the Board of Trustees. The changes made will be of benefit to the students. Work is progressing on the *Student Handbook*, a publication which the ASCWU-BOD believes will be of great benefit to the students, and the "Students Rights and Responsibilities Guide."

In summation, Mr. Henry stated his belief that the Board of Directors had established a strong rapport this year with the administration, faculty, and civil service staff, and most importantly, the students. He then introduced Greg Carlson, the new president of the BOD - ASCWU, who took office June 10, and thanked all for the help and support given him and other students. The Board wished Mr. Henry good luck.

Association of Exempt Administrative and Professional Staff

Carolyn Wells, outgoing chair of the Association, thanked the Board for its support. The new chair of the Association is Wayne Barnet, Special Services. Chair Gould thanked Ms. Wells for her participation in representing the Association the past year.

PRESIDENT'S REPORT AND RECOMMENDATIONS

President Nelson gave the Board an update on the strategic plan and said that the work continues. He reported that he and Vice President Courtney Jones met with the Higher Education Coordinating Board Finance Subcommittee on June 6, 1994 and learned what we can do to help out in the process when we prepare our budgets next year. We have received another request for budget reduction preparation which will be due by August or September.

Changes to the Faculty Code of Personnel Policy and Procedure

Dr. Beverly Heckart, Chair of the Faculty Senate Code Committee, explained the content and rationale for the proposed revisions. She pointed out that one of the issues addressed was equity for women and minorities in the layoff policy.

**MOTION NO. 94-27:** Trustee Woodhouse moved, seconded by Trustee Chaplin, that the Board of Trustees approve the changes to the *Faculty Code of Personnel Policy and Procedure* as submitted. Motion carried.

The portions of the Code which were modified were:

**ISSUE OF PHASED RETIREMENT** - Section 9.92; **ISSUE OF FACULTY RIGHTS AND RESPONSIBILITIES** - Sections 2.20, 14.30, 5.10, 5.30, 8.85, 10.10, 10.20, and 2.30; **ISSUE OF FACULTY RIGHTS AND RESPONSIBILITIES & MERIT AND PROMOTION** - Sections 8.65 and 8.75; **ISSUE OF FACULTY LOAD** - Sections 7.20, 8.15, and 8.42; **ISSUE OF RETRAINING LEAVE** - Section 9.40; **ISSUE OF LAYOFF POLICY** - Sections 4.05, 6.25, and 11.30; **ISSUE OF GRIEVANCE COMMITTEE** - Section 12.10; and **HOUSEKEEPING** - Sections 2.10, 3.25, 13.10K., 13.10L., 13.20B., 13.20 C., 13.20M., 13.30B., C., E., K., M., and 13.30O., and Q. (The complete transcript of the aforementioned changes is available in the office of the president and the Faculty Senate office, and will be published in the *University Policies Manual, Part 4 - Faculty Code of Personnel Policy and Procedure.*)

Trustee Sanchez complimented the Code Committee for its work and said the presentation was very clear.

**RECESS AND RECONVENE**

Chair Gould declared a recess for lunch at 12:59 p.m. The meeting reconvened in open session at 2:00 p.m.

**EXECUTIVE SESSION**

The Chair called for an executive session at 2:00 p.m. under the authority of RCW 41.30.110(1) (i) to discuss with legal counsel representing the agency matters relating to the agency and said it would last no later than 3:00 p.m. At the appropriate intervals, the executive session was extended by announcement until 3:38 p.m.

**RECONVENED IN OPEN SESSION**

The meeting reconvened in open session at 3:38 p.m.

**CONSTRUCTION PROGRAM (CONT.)**

Chair Gould announced there would be no action taken on the proposed acceptance of the Psychology Animal Research Facility (Contract #2527) and the Utility Connection - Psychology Animal Research Utilities (Contract #2772) projects at the present time.

**COMMUNICATIONS**

The Chair acknowledged receipt of the following communications:

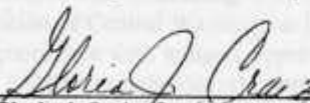
- May 13, 1994 letter from John Calhoun, Director, Habitat Conservation Plan, Washington State Department of Natural Resources.
- May 13, 1994 letter from Carolyn Melvin.
- May 17, 1994 letter from Phaedra Hazelton.
- April 24, 1994 letter from William V. Dunning.

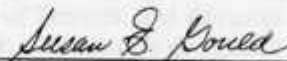
**NEXT MEETING**

The next regular meeting of the Board of Trustees will be held October 14, 1994, in Barge Hall 412 on the campus of Central Washington University commencing at 11:00 a.m.

**ADJOURNMENT**

The meeting was declared adjourned at 3:40 p.m.

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

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



**CENTRAL WASHINGTON UNIVERSITY  
STATE OF WASHINGTON  
BOARD OF TRUSTEES**

**RESOLUTION NO. 94-07**

A resolution of the Board of Trustees of Central Washington University designating certain persons as authorities for contracting for, purchasing, and leasing services and personalty and delegating the Board of Trustees' powers and duties of such contracting for, purchasing, and leasing under RCW 28B.35.120, subsections (6), (7), (9), and (11) to certain designated persons.

**WHEREAS**, effective May 6, 1971, and as still in effect, RCW 28B.10.528 reads as follows:

"The governing board of institutions of higher education shall have power, when exercised by resolution, to delegate to the President or his designee, of their respective university or college, any of the powers, and duties vested in or imposed upon such governing board by law. Delegated powers and duties may be exercised in the name of the respective governing boards";

**BE IT THEREFORE RESOLVED**, That under the provisions of RCW 28B.10.528, the Board of Trustees of Central Washington University designates that person now holding or subsequently appointed to the position of President of Central Washington University as the authority for contracting for, purchasing, and leasing services and personalty for current operations of Central Washington University when such contracting, purchasing and leasing are in accordance with budgets approved by the Board of Trustees and delegates to that person now holding or subsequently appointed to the position of President of Central Washington University by the Legislature in RCW 28B.35.120, Subsections (6), (7), (9), and (11) to so contract, purchase, and lease; and

**BE IT FURTHER RESOLVED**, That under the provisions of RCW 28B.10.528, the Board of Trustees of Central Washington University designates those persons now holding or subsequently appointed to any of the presidentially designated positions set out below as authorities for contracting for, purchasing and leasing services and personalty for current operation of Central Washington University when such contracting, purchasing, and leasing are in accordance with budgets approved by the Board of Trustees, and delegates to those persons now holding or subsequently appointed to any of the presidentially designated positions set out below the powers and duties vested in or imposed upon the Board of Trustees of Central Washington University by RCW 28B.35.120, subsections (6), (7), (9), and (11) to so contract, purchase and lease, and all actions taken pursuant to this resolution may be subject to the approval or disapproval of the President of Central Washington University.

**BE IT FURTHER RESOLVED**, That the following list shall constitute the presidentially designated positions to which the designation as authorities for contracting for, purchasing, and leasing services and personalty for current operations of Central Washington university and the delegations of powers and duties as set forth in this resolution are made:

**FOR ALL UNIVERSITY CONTRACTS:**

**President**  
**Provost/Vice President for Academic Affairs**  
**Vice President for Business and Financial Affairs**  
**Special Assistant to the President**  
**Business Manager**

**FOR ALL PURCHASED GOODS, SERVICE CONTRACTS, AND LEASES:**

**Controller**  
**Director, Business Services & Contracts and at the Director's discretion:**

**Buyer II up to the amount where the State requires formal written bids.**  
**Buyer I up to one-half the amount where the state requires formal written bids.**

**FOR SELECTED CONTRACTING ACTIVITIES AS SET FORTH BELOW:**

**Vice President for Student Affairs**

All contracts as may be required for delivery of student services or for the operation of the Student Affairs Division.

**Dean, Graduate Studies and Research**

All contracts as may be required to further University research or academic development.

**Dean, Library Services**

Limited to purchasing and contracting for the acquisition of library books, films, pre-recorded tapes (audio and video), other audio records, library subscriptions and periodicals, and delivery of library services to students.

**Dean of Continuing Education**

Limited to contracting for personnel and other services required to conduct the Central Washington University Continuing Education Programs.

**Director of Student Activities**

Limited to contracting for entertainment activities for the Student Union and the Associated Students of Central.

**Director of Auxiliary Services**

Limited to contracting between Central Washington University and occupants, or potential occupants of university housing and to purchasing and contracting for items for resale through the University Store.

**Manager, University Store**

Limited to purchasing and contracting for items for resale through the University Store.

**Director of Athletics**

Limited to contracting with other colleges and universities for "Athletic Contest Agreements" when such do not require expenditure of Central Washington University funds, and to contracting for officiating services requiring expenditure of funds in amounts not to exceed \$500.00 per contract. This authority shall include the responsibility for maintaining files of such agreements in the Department of Physical Education in lieu of submission to the CWU central File of contracts.

**Director of Computing & Telecommunication Services**

Limited to contracting for computing and voice/data equipment, software, and supportive services in accordance with the policies, procedures, and Washington Administrative Codes established by the State Information Services Board pursuant to Chapter 43.105 RCW.

**OTHER SIGNATURE AUTHORITIES:**

For contracts for services only (does not include contracting for purchase goods) in amounts less than \$2,500.00, and which are written within the respective appropriate areas as designated below. Also delegated to the specified positions are authorities to ratify "after-the-fact" purchase requisitions for both goods and services when such ratification is found by the Principal Budget Administrator to be in the best interest of Central Washington University, and when ratification will not violate Washington State Purchasing Law by circumventing competitive bidding requirements, the receipt of competitive quotations, or the Minority and Women's Business Enterprises purchasing law: Chapter 39.19 RCW and Chapter 326 WAC.

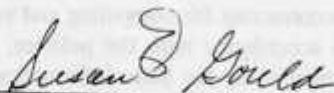
Dean, Arts and Humanities  
Dean, Behavioral, Natural and Social Sciences  
Dean, Academic Services  
Dean, School of Business and Economics  
Dean, Continuing Education  
Dean, Graduate Studies & Research  
Dean, Library Services  
Dean, School of Professional Studies  
Director, Computing & Telecommunication Services  
Director, International Programs  
Special Assistant for Institutional Research & Assessment  
Special Assistant to the Provost

**PROVIDED**, That the President may, at any time, withdraw the presidential designation from any one of the aforementioned presidentially designated positions and shall notify the Board at its next regular meeting of such action; provided, further, that any additions to the aforementioned list of presidentially designated positions must be approved by resolution of the Board of Trustees of Central Washington University.

**BE IT FURTHER RESOLVED**, That all actions taken pursuant to this delegation of powers and duties may be exercised in the name of the Board of Trustees of Central Washington University.

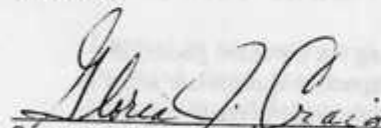
**ADOPTED THIS** 10th day of June, 1994.

**APPROVED:**



Chair, Board of Trustees  
Central Washington University

**ATTEST:**

  
Secretary to the Board of Trustees  
Central Washington University