

12-6-1996

## 1996 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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Approved February 7, 1997

**MINUTES  
REGULAR MEETING  
BOARD OF TRUSTEES  
CENTRAL WASHINGTON UNIVERSITY  
December 6, 1996**

The regular meeting of the Board of Trustees of Central Washington University, convened via teleconference connection, was called to order by Board Chair Gwen Chaplin at 1:05 p.m., December 6, 1996, in Room 412 of Barge Hall on the Central Washington University campus.

**Connected by Telephone**

Ms. Gwen Chaplin, Chair  
Mr. Frank Sánchez  
Mr. Mike Sells  
Dr. R. Y. Woodhouse  
Mr. Wilfred Woods, Vice Chair

Ms. Teresa C. Kulik, Senior Assistant Attorney General

**Present in Barge Hall**

Mr. Frederic L. "Fritz" Glover

A quorum was available.

**Others**

Mr. Rich Corona, Associate Vice President for Business and Financial Affairs  
Dr. David P. Dauwalder, Interim Provost/Vice President for Academic Affairs  
Mr. Adam Eldridge, President, Board of Directors, Associated Students of Central Washington University  
Mr. Michael Hardiman, Director, Business Services and Contracts  
Ms. Martha B. Lindley, Director, Governmental and Corporate Relations  
Ms. Judy B. Miller, Secretary to the Board  
Mr. Abdul Nasser, Vice President for Business and Financial Affairs  
Dr. Ivory V. Nelson, President  
Dr. Robert H. Perkins, Chair, Faculty Senate  
Dr. Sarah E. Shumate, Vice President for Student Affairs  
Ms. Deanna Thompson, President, Association of Exempt Administrative and Professional Staff  
Mr. Mark A. Young, Vice President for University Advancement

**Changes to the Agenda**

The following additions or changes to the agenda were accepted: Item 1, draft minutes of the special meeting, October 10, 1996 and editorial changes to the October 11, 1996 minutes; Item 6, addition of first name for Erik Tinglestad; Item 16, changes to page 4, 2-2.18.2.3; and Item 29, communication from the United Faculty of CWU.

**Approval of Minutes**

Statements recorded during the faculty union session of the October 10, 1996 retreat reflect perceptions of faculty union representatives present at the session. Clarifying language was added to the minutes.

**Motion 96-39:** Trustee Woods moved, seconded by Trustee Glover, that minutes of the meetings of October 10 and 11, 1996 be approved as corrected. Motion carried.

## **Consent Agenda**

**Motion 96-40:** Trustee Sells moved, seconded by Trustee Woodhouse, that the Board of Trustees receive report items 3, 4, 5, 6, 7, 8, 9 collectively and approve action items 10, 11, 12, 13, 14, 15, 16 with noted language changes. Motion carried.

### **Personnel Consent Reports**

#### **Report of Faculty Retirements**

Bentley, Robert D., Professor, Geology, Phased Retirement, End of Spring, 1997  
Brown, Robert H., Professor, Biological Sciences, Full Retirement, End of Spring, 1997  
Powell, Willa Dene, Professor, Family and Consumer Sciences, Full Retirement, End of Fall, 1996  
Zwanziger, Max D., Professor, Psychology, Full Retirement, End of Spring, 1997

#### **Report of Faculty Foreign Assignments**

Kokta, Thomas, Assistant Professor, Business Administration, Janus Pannonius University, Hungary, Fall 1996  
Moreno, Stella, Associate Professor, Foreign Languages, Shimane Women's Junior College, Japan, Fall 1996 and Winter 1997  
Richards, Kent, Professor, History, Janus Pannonius University, Hungary, Spring 1997  
Spall, Hugh, Professor, Business Administration, Janus Pannonius University, Hungary, Spring 1997

#### **Report of Exempt Administrative and Professional Staff Appointments**

Gabany-Guerrero, Tricia, McNair Program Director, Graduate Studies and Research, October 1, 1996 through September 30, 1997  
Schwarz, Julie, Counselor, Financial Aid, effective October 18, 1996 through June 30, 1997

#### **Report of Exempt Administrative and Professional Staff Temporary Appointments**

Carlton, Scott, Associate Director, Academic Advising, September 16, 1996 through December 15, 1996  
Dauwalder, David P., Interim Provost/Vice President for Academic Affairs, effective November 18, 1996 through June 30, 1997  
Lynde, Gary, Interim Associate Dean, College of Education and Professional Studies, December 16, 1996 through June 15, 1997  
Tingelstad, Erik, Assistant Director of Residence Living, effective October 2, 1996 through June 30, 1997

#### **Report of Exempt Administrative and Professional Staff Resignation**

Stacy, Gerald J., Interim Provost/Vice President for Academic Affairs, effective November 15, 1996

### **Business and Financial Consent Report Items**

Major and Minor Capital Report

Status of Budget Changes and Reserves

### **Personnel Consent Action Items**

#### **Faculty Tenure Track Appointments**

Atkinson, MaryAnne, Assistant Professor, Accounting, Effective December 16, 1996  
Bach, Glen L., Assistant Professor, Art, Effective November 1, 1996  
Layman, Bruce, Assistant Professor, Industrial and Engineering Technology, Effective December 16, 1996  
Yang, Taiqian, Assistant Professor, Industrial and Engineering Technology, Effective December 16, 1996

#### **Merrick Research Professorship Appointment**

Mack, Richard, Professor, Economics, 1996-97 through 1997-98

**Reappointment of Faculty in their Second or More Year of Service  
for the 1997-98 Academic Year**

**Reappointed for Third Probationary Year**

Andrews, Tracy	Anthropology
Baxter, Louise	Biological Sciences
Bowers, Jan	Family & Consumer Sciences
Bransdorfer, Rodney	Foreign Languages
Breedlove, Lois	Communication
Bullock, John P.	Chemistry
Cadello, James	Philosophy
Clark, Harry	Industrial & Eng Technology
Gerdes, John	Chemistry
Hastie, Taylor	Family & Consumer Sciences
Kuhlken, Robert	Geography and Land Studies
Kurtz, Martha	Chemistry
Lillquist, Karl	Geography and Land Studies
Mustain, Wendy	PEHLS
Raubeson, Linda	Biological Sciences
Rice, James	History
Schmitz, Steven	Curriculum & Supervision
Thomas-Bradley, Carin	Chemistry
Williams, Wendy	Psychology
Woodcock, Donald	Curriculum & Supervision

**Reappointed for Fourth Probationary Year**

Beck, Daniel D.	Biological Sciences
Bicchieri, Barbara N.	Anthropology
Boyle, Peter	Business Administration
Brooks, Joseph H.	Music
Butterfield, Carol	Teacher Education Programs
Cleary, Dolores E.	Sociology
D'Acquisto, Leonardo	Physical Education, Health and Leisure Services
Ely, Lisa L.	Geology
Emmans, Cindy	Curriculum and Supervision
Ernest, Kristina A.	Biological Sciences
Gellenbeck, Edward M.	Computer Science
Holden, Lad	Industrial and Engineering Technology
Lewis, Keith A.	Art
Martinez de Velasco, Javier	Foreign Languages
Monson, Luetta	Curriculum and Supervision
Phillips, Barbara	Curriculum and Supervision
Pimomo, Paulus	English
Reynolds, Douglas N.	Biological Sciences
Schwartz, Terrence J.	Psychology
Smith, Harris D.	Theatre Arts

**Reappointed for Fifth Probationary Year**

Alwin, John A.	Geography and Land Studies
Braunstein, Michael R.	Physics
Kidwell, Michelle D.	Computer Science
Kokta, Thomas	Business Administration
Palmquist, Bruce C.	Physics
Richardson, Clara	Accounting
Richardson, Gary	Business Administration
Roberts, James B.	Law and Justice

X  
Root, Ann L.  
Silvers, Robert

Geography and Land Studies  
Business Administration

Reappointed for Sixth Probationary Year

Donahoe, Susan	Teacher Education Programs
Gleason, Michael L.	Biological Sciences
Hubbard, Brenda J.	Theatre Arts
Tan, Huaixiang	Theatre Arts

Reappointed for Seventh Year

Fordan, Robert C.	Communication
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**Faculty Professional Leave**

Boyungs, Janice C., Associate Professor, Physical Education, Health and Leisure Services, Winter Quarter, 1998

Fouts, Roger S., Professor, Psychology, 1997-98 Academic Year

Gulezian, Allen K., Professor, Business Administration, 1997-98 Academic Year

Gunn, Gerald P., Professor, Business Administration, 1997-98 Academic Year

Johnson, Eldon C., Professor, Business Administration, 1997-98 Academic Year

Martin, Terry, Professor, English, 1997-98 Academic Year

Powell, Joseph, Professor, English, 1997-98 Academic Year

Sutphin, Christine, Associate Professor, English, 1997-98 Academic Year

**Faculty Leave without Pay**

Parson, Gary, Professor, Business Administration, Winter, 1997

**Distinguished Civil Service Status**

Schliesman, Jean, Secretary Senior, Foreign Languages Department, Posthumously

**Business and Financial Consent Items**

**Changes to the CWU Faculty and Civil Service Exempt Retirement Rules and Regulations**

Central Washington University Faculty and Civil Service Exempt Retirement Rules and Regulations are amended to comply with the Omnibus Budget Reconciliation Act of 1993 and the Uniformed Services Employment and Reemployment Rights Act of 1994, clarify eligible positions and release from eligibility, and remove certain other language which is obsolete. Language changes submitted for Section 2-2.18.2.3 were accepted.

**Personnel Action Items**

**Emeritus Professor Appointments**

Powell, Willa Dene, Professor, Family and Consumer Sciences, Full Retirement, End of Fall, 1996

**Motion 96-41:** Trustee Sells moved, seconded by Trustee Woods, that Dr. Willa Dene Powell be granted emeritus status at the end of Fall Quarter, 1996. Motion carried.

**Business and Financial Action Items**

**Membership in The Common Fund**

Consistent with previous board action allowing the university greater investment flexibility, membership in The Common Fund (*Investment Management for Educational Institutions*) was discussed. University investments will follow established CWU Foundation investment philosophies and guidelines. Mark Young will provide information on Foundation investment philosophy in February.

**Motion 96-42:** Trustee Sells moved, seconded by Trustee Glover, that the Board of Trustees approve university membership in and investment with The Common Fund. Motion carried.

#### **Technology Fee Revisions/Statement of Agreement**

Editorial revisions to the student Technology Fee Statement of Agreement were discussed.

**Motion 96-43:** Trustee Sells moved, seconded by Trustee Glover, that the Board of Trustees approve the proposed revisions to the Technology Fee Statement of Agreement. Motion carried.

#### **University Contracting Authorities**

Proposed changes to the university's contracting authority resolution include limited contracting authority for the Music Department chair and adjustments to position titles. *The amended resolution (Resolution 96-04) is attached.*

**Motion 96-44:** Trustee Sells moved, seconded by Trustee Woods, that the Board of Trustees accept amendments to the university's contracting authority resolution (**Resolution 96-04**) approved by the President's Cabinet October 28, 1996 and current position title updates.

## **Reports**

### **Academic Affairs**

Interim Provost Dauwalder reviewed the Graduate School's effort to compile a directory of artists and scholars, two successful National Science Foundation grant applications written by Department of Geology faculty, a library cataloguing project, Academic Advising Center success, and recognition of Dr. Bo Beed of the College of Education and Professional Studies as a national educator.

### **Business and Financial Affairs**

Vice President Nasser praised Facilities Management staff for their response to snow removal demands. Expenditures for snow removal exceed \$50,000. Use of portable heating units has allowed work to continue on the new science facility. Mike Hardiman, Director of Business Services and Contracts, briefed the Board on the billing for the power line relocation. A final report should be available in February. Bids for Black Hall construction will be advertised by the end of January. Lind Hall renovation is nearing completion and the building is scheduled for reoccupation soon.

### **Student Affairs**

Vice President Shumate announced that the reorganization of Residence Living and Housing Services into one unit will occur January 1, 1997.

### **University Advancement**

Martha Lindley, Director of Governmental and Corporate Relations, reviewed upcoming legislative issues including tuition policy; class policy for permanent, part-time employees; gender equity waivers; international student exchange tuition issues; and enrollment issues. Ms. Lindley discussed plans for Central's Day in Olympia, February 17, 1997, and encouraged campus support. She will provide a legislative training session and issues briefing for trustees and interested campus community members prior to February 17.

Vice President Young stated that we are currently seeking an appraisal for the Lower Swauk Creek Ranch property. Purchase of the ranch is included in a \$112 million request of the Washington Wildlife and Recreation Program (WWRP). The university supports seeking full funding for the entire WWRP request.

### **Faculty Senate**

Senate Chair Rob Perkins indicated that Faculty Senate committees are reviewing several issues including grade inflation, distance education, faculty salary equity and compression, program evaluation and review, and role and definition of part-time faculty.

**Board of Directors, Associated Students of Central Washington University**

ASCWU President Adam Eldridge discussed student issues and the Emerging Leaders leadership class which is taught by two members of the ASCWU Board of Directors. Recent academic advising efforts have received positive student feedback.

**Association of Exempt Administrative and Professional Staff - no report**

**President's Report**

President Nelson reviewed the presidential response to the Campus Climate Report which was submitted to the campus community October 28, 1996. A progress report on proposed solutions will be submitted yearly. Several members of the campus community have completed early conflict resolution training. Rich Corona, Associate Vice President for Business and Financial Affairs, stated that Human Resources is developing training opportunities on a variety of issues for all employees to be available Fall 1997.

The Strategic Planning Committee will submit a revised mission statement for Board review February 7 and action at a subsequent meeting. Also discussed was the university's suspended operation or emergency closure policy. A recently established hot line telephone number (963-2345) will provide university employees immediate access to information regarding university operation.

**Communications**

The Board acknowledged receipt of an October 11, 1996 communication from the United Faculty of CWU. In response to their request for a neutral facilitator, the Board agreed to an informal conversation with union representatives in February.

**Board of Trustees Reports and Recommendations**

Dr. Woodhouse expressed her appreciation to the Board for the opportunity to represent them at a Seattle Chamber of Commerce leadership conference on higher education in December. A formal report will be submitted to Ms. Chaplin.

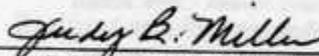
The Board discussed capital budget priorities which will be submitted to the Higher Education Coordinating Board December 20.

**Next Meeting**

The next regular meeting of the Board of Trustees is scheduled for February 7, 1997, in Room 412 of Barge Hall on the Central Washington University campus beginning at 1:00 p.m.

**Adjournment**

The meeting was declared adjourned at 2:20 p.m.

  
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Judy B. Miller, Secretary to the  
Board of Trustees  
Central Washington University

  
\_\_\_\_\_  
Gwen Chaplin, Chair  
Board of Trustees  
Central Washington University

Central Washington University  
Board of Trustees  
**Resolution No. 96-04**

**A resolution of the Board of Trustees of Central Washington University delegating their powers and duties for contracting as defined by RCW 28B.35.120, subsections (6), (7), (9), and (11) to certain designated persons.**

A resolution of the Board of Trustees of Central Washington University delegating their powers and duties for contracting as defined by 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 the person now holding or subsequently appointed to the position of President of Central Washington University as the authority for contracting for current operations of Central Washington University when such contracting is 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; 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 current operation of Central Washington University when such contracting 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 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**  
**Associate Vice President for Business and Financial Affairs**  
**Executive Assistant to the President**

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

**Director, Financial Services**

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

**Director, Student Activities** - Limited to contracting for entertainment activities for the Student Union and the Associated Students of Central.

**Director, 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.

**Director, Facilities Management** - Limited to contracting between Central Washington University and contractors for the completion of capital projects as specifically approved by the State Legislature and the University Board of Trustees. This authority extends to contracts, change orders and field authorizations up to a limit of \$100,000 per transaction. The Director of Facilities Management may, with the written concurrence of the Associate Vice President for Business and Financial Affairs, delegate contracting authority at a lower level to licensed architects and engineers who are Project Managers on individual construction projects, and to the two senior managers in charge of building maintenance and custodial/landscape maintenance. Such delegation shall not exceed \$50,000. Authority for the actual disbursement of funds after the completion of work will require the signatures of the Project Manager and a higher level supervisor.

**Manager, University Store** - Limited to purchasing and contracting for items for resale through the University Store.

**Director, 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, Health Education, and Leisure Services in lieu of submission to the CWU central file of contracts.

**Director, Computing and 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.

**Chair, Department of Music** - Limited to contracting for the rental of performance music to be used by departmental ensembles and chamber groups and for agreements related to the loan of musical instruments for departmental use. These performance music rental and instrumental loan agreements may not exceed \$500 for any one contract.

**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.

**Associate Vice President for Academic Affairs**  
**Dean, Academic Services**  
**Dean, College of Arts and Humanities**  
**Dean, College of the Sciences**  
**Dean, Continuing Education**  
**Dean, Graduate Studies and Research**  
**Dean, Library and Media Services**  
**Dean, School of Business and Economics**  
**Dean, College of Education and Professional Studies**  
**Director, Auxiliary Services**  
**Director, Computing and Telecommunication Services**  
**Director, Institutional Studies, Assessment, and Evaluation**  
**Director, International Studies and Programs**

*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.

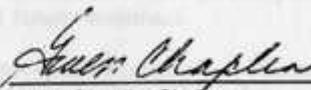
*Be it further resolved*, that all actions taken pursuant to this delegation of powers and duties may be exercised in the name of the Board of Trustees of Central Washington University.

**Adopted this** sixth day of December, 1996.

**ATTEST:**

  
\_\_\_\_\_  
Judy B. Miller  
Secretary to the Board of Trustees  
Central Washington University

**APPROVED:**

  
\_\_\_\_\_  
Gwen Chaplin, Chair  
Board of Trustees  
Central Washington University