

12-11-1998

1998 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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Approved February 12, 1999

**SPECIAL/REGULAR MEETINGS
BOARD OF TRUSTEES
CENTRAL WASHINGTON UNIVERSITY
December 11, 1998**

Study Session

A study session of the Board of Trustees of Central Washington University began at 10:00 a.m. December 11, 1998, in Barge Hall, Room 410 on the Ellensburg campus of Central Washington University.

Present

Ms. Gwen Chaplin, Chair
Ms. Amy Gillespie
Mr. Frederic L. "Fritz" Glover
Mr. Wilfred Woods

Absent

Ms. Leslie Jones
Mr. Frank Sanchez
Mr. Mike Sells
Ms. Judy Yu

Others Present

Dr. John Alsoszatai-Petheo, Chair, Faculty Senate
Dr. Liahna Babener, Dean, College of Arts and Humanities
Dr. Gregory S. Chan, Executive Assistant to the President
Dr. David P. Danwalder, Provost/Vice President for Academic Affairs
Dr. Lin Douglas, Dean, College of Education and Professional Studies
Dr. Ken Gamon, Mathematics, United Faculty of Central
Ms. Teresa Kulik, Senior Assistant Attorney General
Ms. Judy B. Miller, Secretary to the Board
Dr. Ivory V. Nelson, President
Dr. John Ninnemann, Dean, College of the Sciences
Dr. Roy Savoian, Dean, School of Business and Economics

Vision, Mission, Goals

Strategies for soliciting input on the vision, mission, and goals statements were discussed. Personalized letters encouraging feedback will be sent to all members of the extended campus community--faculty, student officers, exempt and classified staff, CWU Foundation and Alumni Board members, and boards of visitors. Responses will be collected and analyzed before presentation to the Board. Trustee responses and revised statements will then be resubmitted to the campus community for further comment. Hearings will be held to review final statement drafts. Dialogue with community members is important at both the intermediate and final statement levels. The Strategic Planning Committee will help summarize responses and develop cogent themes. Letters requesting input will be distributed by January 4; responses will be received by February 1. Initial response consolidation and analysis will be presented to the trustees at their regular meeting February 12, 1999.

Using the information received from the campus community, a committee of the Board (Ms. Chaplin and Ms. Gillespie) will draft final vision, mission, and goals statements to be presented to the Board May 14, 1999. Initial accreditation governance issues will be discussed further in a study session that same day.

President Nelson reported on an initial meeting of the University Forum, a committee representing administration and faculty which was formed in response to Board direction given November 13, 1998. Participants include Dr. Nelson, John Alsoszatai-Petheo, David Danwalder, Liahna Babener, Roy Savoian, Linda Beath, Ruthi Erdman, and Terry DeVietti. The group is to identify issues of concern to faculty which will be forwarded to those within the university charged with handling that type of issue. At their next meeting, participants will define their views on the six points of Board Resolution 98-06. Subsequent meetings will occur December 14, 1998 and January 4, 1999.

Dr. Nelson is currently visiting academic departments. His visits to the Departments of English and Philosophy were discussed. Each department received a summary of President Nelson's recollections of the main points discussed.

Faculty Salaries

Provost Danwalder and Deans Babener, Douglas, Ninnemann, and Savoian presented valuable information on the faculty hiring process including movement on the faculty salary scale and promotions for tenured and tenure-track faculty. Full-

time, non-tenure-track faculty appointments were discussed for which minimum salary standards are being developed. Long-term needs of the institution determine the demand for tenure-track or non-tenure-track position development. Budget concerns are also considered. Many part-time faculty have taught for the university over many consecutive years. Part-time faculty duties and minimum salaries were reviewed. We are currently involved in a four-year process of raising salaries of part-time faculty.

Details of the hiring process which is triggered by retirement, resignation, or program growth were reviewed. It is a time-consuming process to hire new faculty. Position replacement is not automatic. Programmatic needs are reviewed by the dean and department chair to make the best use of resources. The dean must consider the needs of the entire college or school and available funding. Rank and salary needs for a prospective new faculty member are discussed with the provost. The process for hiring new faculty members was outlined. Salary is determined by national market considerations and internal funding constraints. Considerable variation occurs within disciplines. Salary savings generated within a department do not necessarily stay in the department. The use of salary savings is normally determined by the dean and are used to fund temporary personnel and short-term costs of programs within the college including disability accommodations. Phased retirement also impacts the ability of a department to hire replacements.

Faculty progress through rank which includes reappointment, promotion, and tenure was discussed. Development of an academic career involves documenting teaching effectiveness. Faculty mentors and department chairs help a new person develop time management for teaching, research, and service commitments. The dean also has some input into process. Department personnel committees can provide valuable input to faculty members. Departments must articulate their teaching standards. A professional record folder documents all evidence that a person is meeting department criteria for promotion and tenure. The tenure process was also discussed.

Some faculty members are hired with prior experience in the discipline or in higher education. Scenarios demonstrating some of the unique variables of such faculty were presented. Salaries of these faculty are often higher than other new hires without prior experience.

Faculty salary inequities are complex and involve variables of discipline and experience. Salaries at Central Washington University are low in general compared with peer institutions. A Faculty Salary Equity Committee has been formed to investigate and develop a plan to address faculty salary inequities.

Salary compression is another issue of concern to faculty. Some senior faculty who make less than junior faculty have limited opportunity to enhance their salaries. Many junior faculty receive higher salaries at entry resulting in a morale crisis for senior faculty. Appropriate monetary acknowledgment is not available for faculty experiencing salary compression. All academic deans are working within their colleges or school to address this dilemma and find a long-term solution to minimize disparities.

Recessed for Lunch (11:55 a.m.)

Reconvened in Regular Session (1:05 p.m. in Barge 412)

Trustees Leslie Jones and Mike Sells joined the meeting by telephone.

The following individuals joined the Board for the regular session

Mr. Bruce Eklund, President, Board of Directors, Associated Students of Central Washington University

Ms. Martha Lindley, Director, Government Relations

Mr. Abdul Nasser, Vice President for Business and Financial Affairs

Dr. James G. Pappas, Vice President for Enrollment Management and Marketing

Dr. Sarah E. Shumate, Vice President for Student Affairs

Ms. Margaret Smith, President, Association of Exempt Administrative and Professional Staff

Mr. Mark Young, Vice President for Development and Alumni Relations

Executive Session

Ms. Chaplin immediately convened an executive session for twenty minutes to "... To discuss with legal counsel representing the agency litigation ... to which the agency is ... a party ..." RCW 42.30.110 (i). The Board reconvened in open session at 1:25 p.m.

Approval of Minutes

Motion 98-53: Mr. Glover moved, seconded by Mr. Woods, that minutes of the November 13, 1998 regular and special meetings be approved. Motion carried.

Changes to the Agenda

The following changes to the agenda were accepted: Item 1, Minutes of the November 13, 1998 regular and special meetings; Item 9, President's Report, *additional report items:* Letter to Governor Locke regarding faculty salary parity, notes from meeting with Governor Locke November 30, 1998, Board Chairs' statement in support of Governor Locke's 1999-2001 Higher Education Budget; Item 27, Randy Williamson resignation, should be a report item; Item 29, additional appointments to Reappointment of Faculty in Their Second or More Year of Service for the 1999-2000 Academic Year; and Item 34 added to the consent agenda as an action item.

Action Items

Resolution 98-07 Honoring Trustee Frank Sánchez

Ms. Chaplin read Resolution 98-07 honoring Trustee Frank Sánchez.

WHEREAS Mr. Frank R. Sánchez was appointed to the Central Washington University Board of Trustees by Gov. Booth Gardner in July 1990, and reappointed by Gov. Mike Lowry in February 1995, and served with distinction during his eight-year tenure, and

WHEREAS Mr. Sánchez participated actively on the Board of Trustees Board on the state Higher Education Coordinating Board's Council on Diversity and Minority Participation, and

WHEREAS Mr. Sánchez served as vice chair of the CWU Board of Trustees during 1993-94, and was re-elected for the 1998-99 academic year, and provided his valuable input to the Board through a pivotal period in the University's history, which included a presidential transition, refocusing of the Central mission, and emphasizing openness in decision-making, public accountability and administrative streamlining, and

WHEREAS Mr. Sánchez served as a member of the Central Washington University 1991 presidential search committee, which, after a nation-wide search, resulted in the January 1992 hiring of President Ivory V. Nelson, and

WHEREAS Mr. Sánchez worked tirelessly to ensure that Central Washington University, as a state institution, continues to provide access to higher learning for all qualified citizens, regardless of economic means, ethnic origin or gender, and

WHEREAS Mr. Sánchez contributed his analytical skills, time and leadership to Central Washington University, along with his commitment to and confidence in this institution's strong future,

NOW THEREFORE BE IT RESOLVED that this Board of Trustees wishes to publicly express appreciation to Mr. Frank R. Sánchez for his effective, intelligent and dedicated service as a member of the Board of Trustees for Central Washington University.

ADOPTED and signed this 11th day of December, 1998.

Motion 98-54: Mr. Woods moved, seconded by Ms. Gillespie, that **Resolution 98-07** honoring Mr. Frank Sánchez be approved. Motion carried.

The resolution will be presented to Mr. Sánchez at a special meeting of the Board of Trustees December 29, 1998 in Seattle.

Amended Allocation/Chamber Music Residency

Each year the trustees approve endowment spending amounts budgeted from specified university endowments. This request amends the spending amount for the Chamber Music Residency in the Department of Music.

approved May 18, 1998, from \$25,565 to \$45,000 to meet departmental commitments in conjunction with the residency.

Motion 98-55: Mr. Glover moved, seconded by Ms. Jones, that the spending amount for the Chamber Music Residency in the Department of Music be increased from \$25,565 to \$45,000. Motion carried. Mr. Woods abstained.

Proposed University Vision, Mission, Goals, Board Work Plan

In an attempt to receive input on the university vision, mission, and goals statements, the Board of Trustees will contact each member of the campus community, including members of the alumni and foundation boards and boards of visitors, around January 4, 1999. Input will be collected and presented to the trustees together with an analysis prepared by the Strategic Planning Committee. Revised Board statements will be circulated for input prior to approval of final vision, mission, and goals statements at the May 14, 1999 Board meeting. This is one of many opportunities for campus constituencies to participate. Dialogue will occur at the initial compilation phase and after the revised Board drafts are circulated. The Board ad hoc committee charged with preparing the statement drafts will involve constituency representatives in formulation of the vision, mission, and goals. Progress on this process will be reviewed at the February 12, 1999 meeting.

Legislative Action Plan

The Board Legislative Committee has been examining the university administration's legislative strategy to address faculty salary issues. Mr. Glover presented a report on committee efforts. A June 1992 Higher Education Coordinating Board (HECB) report examining faculty compensation issues within the state of Washington was discussed. Data was presented comparing faculty salaries and rank at Central Washington University, Eastern Washington University, and Western Washington University. Discussion followed. Variables affect the faculty mix at each institution. Members of the Board Legislative Committee support the administration's efforts to secure 75th percentile faculty salary parity which is consistent with the HECB position. Funding secured would be used to correct disparities, provide merit increases and promotions, and relieve compression rather than provide across-the-board increases to all faculty. Legislative strategy was reviewed with Martha Lindley, Director of Government Relations. Talking points on various issues have been developed and were distributed to members of the Board. President Nelson indicated that we are working steadfastly to secure a salary increase for faculty. Timely changes to Central's Faculty Code were discussed.

Governor Locke has recommended local tuition-setting authority for state institutions. This issue will be discussed at length by members of the Council of Presidents. Divergent positions are currently held by the institutions and students. Our Board will receive a briefing on the 2020 Commission Report at their special meeting December 29, 1998.

Operational Budget Priorities 1999-00

Each university division submitted operational budget priorities for 1999-2000 developed through strategic planning. Continued review and production of this year's strategic plan will help refine these priorities.

Proposed Summer School Budget 1999

The budget for Summer Session 1999 is currently being developed. Broad-based input will be received before the end of January and a proposed budget will be presented to the trustees in February.

President's Report

Action/Implementation of Resolution 98-06

Representatives from the faculty and administration are meeting in a forum environment to discuss critical university issues. Work is progressing on the issues. Minutes of the meetings are widely circulated.

NASC Accreditation/Governance Section

The National Association of Schools and Colleges (NASAC) accreditation governance standards require Board of Trustees response. A draft of suggested responses to those standards was presented. Further discussion will occur immediately following the meeting.

Other Reports

Academic Affairs

Provost Dauwalder's written report provided current information on accountability measures and a review of faculty load. He invited the academic deans to summarize noteworthy activity involving people or programs within their units.

College of Education and Professional Studies, Lin Douglas – Recognized for his long and distinguished career, Frank Carlson, Curriculum and Supervision, will begin phased retirement Winter 1999 following 31 years of service to the university. Dr. Carlson also received the 1998 Washington State University College of Education distinguished alumnus award.

College of the Sciences, John Ninnemann – Efforts to support undergraduate research, student retention, and student mentoring were discussed.

School of Business and Economics, Roy Savotian – One of our accounting students was awarded a \$3,000 Boeing scholarship for minority business students. Richard Mack and Gary Richardson were recognized for their research on horse park development. Bob Carbaugh has completed the 7th revision of his international economics textbook.

College of Arts and Humanities, Lianna Babener – College initiatives were discussed including production of a new monthly publication designed to foster teaching and learning excellence, open roundtable discussions to discuss important issues, and efforts to promote diversity and international education.

Business and Financial Affairs

Vice President Nasser commended business and financial affairs staff for their exceptional work in producing the financial statements. Two division employees, Steve Rittereiser, Chief of Public Safety and Police Services, and John Ebenal, Accounting, were recognized for recent presentation efforts. Documents listing FY 98 summary details and a 1999-2001 budget request tracking summary were distributed.

The *Major and Minor Capital Projects Report* was presented for Board review. We are currently preparing a response to the Environmental Impact Study for the Campus Master Plan. The initial master plan will be presented to the Board in February. Status of our music education facility capital request was discussed as well as plans to generate legislative support.

Development and Alumni Relations

Vice President Young presented information on scholarships and student development, endowments and grants, a summary of the Leonard Thayer Small Grant Requests for Fall 1998, and the CWU Foundation Annual Summary for FY 98. Also provided were *Private/Corporate Fundraising Priorities* outlined in a five-year fundraising plan (1999-2003) tied to university priorities.

Enrollment Management and Marketing – no report

Student Affairs

Vice President Shumate provided written updates on the Women's Resource Center funding priorities, Student Affairs development priorities, and program updates for several units in the division. Student Affairs recipients of the Leonard Thayer Small Grants Awards were recognized. A new honorary society for residence hall students has been organized.

Faculty Senate

In his written report, Dr. Alsoszatai-Petheo submitted a communication he sent to faculty in December encouraging them to participate in the University Forum (the faculty/administration discussion group). These forum conversations are a good beginning in our quest to understand and meaningfully communicate about critical issues facing the university. The Board of Trustees has reaffirmed that the Faculty Senate represents the faculty. Success requires committed effort from everyone.

Board of Directors, Associated Students of Central Washington University

Mr. Eklund summarized the Board of Directors efforts to receive student input on critical issues. A series of forums and workshops are planned as well as visits to student clubs and organizations. A proposed no-fee option to finance the Samuelson Union Building renovation will come to the Board of Trustees in the near future.

Association of Exempt Administrative and Professional Staff - no report

Communications

Letters were received from the following individuals:

Gloria J. Craig, Central Alumna, November 20, 1998

Donald and Ruby Patin, Parents of CWU student, November 8, 1998

Consent Agenda

Motion 98-56: Mr. Woods moved, seconded by Mr. Sells, that report items 24, 25, 26, 27 be received collectively, and action items 28, 29, 30, 31, 32, 33, 34 be approved collectively. Motion carried (*Ms Gillespie abstained*).

Personnel Reports

Report of Visiting Scholar

Vityaev, Evgenii, Computer Science, Institute of Mathematics, Russian Academy of Science in Novosibirsk through June 30, 1999

Report of Interim Department Chair Appointment

Hosford, David B., Biological Sciences, effective for the remainder of the 1998-99 academic year

Report of Exempt Administrative and Professional Staff Appointments

Guy, James A., Assistant Director, Computing and Telecommunication Services, Computer Support Services, effective November 10, 1998 through June 30, 1999

Report of Exempt Administrative and Professional Staff Resignation

Williamson, Randy, Career Development Counselor, Career Development Services, effective December 9, 1998

Personnel Consent Action Items

Faculty Retirement

Franz, Wolfgang, Professor, Economics, full retirement effective end of Fall Quarter, 1998 [29 years]

Reappointment of Faculty in their second or more year of service for the 1999-2000 academic year

Reappointed for Third Probationary Year

Atkinson, MaryAnne, Assistant Professor, Accounting

Behpour, Kurt, Assistant Professor, Industrial and Engineering Technology

Buerge, Nancy, Assistant Professor, Family and Consumer Sciences

Bradley, James N., Assistant Professor, Business Administration

Brady, Scott A., Assistant Professor, Geography

Carlson, Karyl, Assistant Professor, Music

Collins, James F., Assistant Professor, Psychology

Creech, John, Assistant Professor, Library

Curran, Christina, Assistant Professor, Teacher Education Programs

Davis, Bruce E., Associate Professor, Geography

Easley, Roxanne, Assistant Professor, History

Fallshore, Marte, Assistant Professor, Psychology

Gazis, Carey A., Assistant Professor, Geology

Huckabay, James L., Associate Professor, Geography

Lee, C. Christopher, Assistant Professor, Business Administration

Penick, Jeffrey M., Assistant Professor, Psychology

Pittock, Beatrice, Assistant Professor, Communication

Polishook, Mark, Assistant Professor, Music

Spencer, John, Assistant Professor, Library

Stege, Ken, Assistant Professor, Industrial and Engineering Technology

Wessel, Nancy G, Assistant Professor, Sociology

Wise, Mary, Assistant Professor, Library

Wyatt, Marla, Assistant Professor, Family and Consumer Sciences

Smith, Michael, Assistant Professor, Theatre Arts

Vasek, Cheri, Assistant Professor, Theatre Arts
Wellock, Thomas, Assistant Professor, History

Reappointed for Fourth Probationary Year

Abdalla, Laila, Assistant Professor, English
Amby, Joan, Assistant Professor, Family and Consumer Sciences
Beck, Daniel D., Assistant Professor, Biological Sciences
Booth, Carolyn, Assistant Professor, Physical Education, Health Education and Leisure Services
Burton, Laurie J., Assistant Professor, Mathematics
Culjak, Toni, Assistant Professor, English
Cutsinger, Loran E., Assistant Professor, Anthropology
Daniels, Jeffrey A., Assistant Professor, Psychology
DeLuca, JoAnn P., Associate Professor, Chemistry
Folkestad, William, Assistant Professor, Art
Fuentes, Agustín, Assistant Professor, Anthropology
Jacobi-Karna, Kathleen, Assistant Professor, Music
Johnson, Craig, Assistant Professor, Industrial and Engineering Technology
Kusselis, Nathalie, Assistant Professor, English
Lambert, Connie, Assistant Professor, Teacher Education Programs
Li, Xingzhong, Assistant Professor, English
Lochrie, Mary, Assistant Professor, Administrative Management and Business Education
Matteson, Roger, Assistant Professor, Industrial and Engineering Technology
Schaefer, Todd M., Assistant Professor, Political Science
Sun, Lixing, Assistant Professor, Biological Sciences
Wilson, Dale, Assistant Professor, Industrial and Engineering Technology
Yang, Taiqian, Assistant Professor, Industrial and Engineering Technology
Yoon, Bang-Soon, Assistant Professor, Political Science

Reappointed for Fifth Probationary Year

Andrews, Tracy J., Assistant Professor, Anthropology
Baxter, Louise M., Assistant Professor, Biological Sciences
Bicchieri, Barbara N., Assistant Professor, Anthropology
Bowers, Jan, Associate Professor, Family and Consumer Sciences
Brandsdorfer, Rodney, Assistant Professor, Foreign Languages
Breedlove, Lois, Assistant Professor, Communication
Bullock, John P., Assistant Professor, Chemistry
CannCasciato, Daniel, Assistant Professor, Library
Gerdes, John M., Associate Professor, Chemistry
Ghosh, Koushik, Assistant Professor, Economics
Kuhlken, Robert T., Assistant Professor, Geography
Kurtz, Martha J., Assistant Professor, Chemistry
Lillquist, Karl D., Assistant Professor, Geography
Mustain, Wendy, Assistant Professor, Physical Education, Health Education and Leisure Services
Ourslund, Mark D., Assistant Professor, Mathematics
Raubeson, Linda A., Assistant Professor, Biological Sciences
Rice, James, Assistant Professor, History
Schmitz, Steve, Associate Professor, Curriculum and Supervision
Thomas, Carin, Assistant Professor, Chemistry
Williams, Wendy A., Assistant Professor, Psychology
Woodcock, Donald, Assistant Professor, Curriculum and Supervision

Reappointed for Sixth Probationary Year

Boyle, Peter J., Associate Professor, Business Administration
Butterfield, Carol, Assistant Professor, Teacher Education Programs
Cleary, Delores E., Assistant Professor, Sociology
D'Acquisto, Leo, Associate Professor, Physical Education, Health Education and Leisure Services
Ely, Lisa L., Associate Professor, Geology
Ernest, Kristina A., Assistant Professor, Biological Sciences
Gellenbeck, Edward M., Assistant Professor, Computer Science
Holden, Lad, Assistant Professor, Industrial and Engineering Technology

The Board of Trustees will next meet February 12, 1999 in Barge 412 on the Ellensburg campus of Central Washington University.

Adjourned

Meeting adjourned at 4:35 p.m.

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

Gwen Chaplin, Chair
Board of Trustees
Central Washington University