

6-8-2001

2001 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

Follow this and additional works at: http://digitalcommons.cwu.edu/bot_minutes

Recommended Citation

Board of Trustees, Central Washington University, "2001 - Board of Trustee Meeting Minutes" (2001). *CWU Board of Trustees Meeting Minutes*. Book 473.

http://digitalcommons.cwu.edu/bot_minutes/473

This Book is brought to you for free and open access by the University Archives and Special Collections at ScholarWorks@CWU. It has been accepted for inclusion in CWU Board of Trustees Meeting Minutes by an authorized administrator of ScholarWorks@CWU.

Approved August 2, 2001

**Central Washington University
Board of Trustees
Special/Regular Meetings
June 7-8, 2001**

June 7, 2001

The trustees and President McIntyre met at the President's Reception Center for dinner Thursday evening. No action was taken.

June 8, 2001

Board Committee Meetings (8:00 a.m. to 1:00 p.m.) The board met with President McIntyre at 8:00 a.m. for one hour to review budget and legislative issues. Following that session the three committees of the board – Academic Affairs, Resource Development, and Student Affairs – met together for one hour to review budget issues with administrative staff, faculty, and students. Committees met separately from 10:00 a.m. to 12:00 p.m. They reconvened for lunch and a combined discussion of individual committee deliberations and issues for presentation in the 1:00 p.m. session. No action was taken.

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

Present

Mrs. Gwen Chaplin, Chair
Ms. Leslie Jones
Mr. Ken Martin
Mr. Jay Reich
Ms. Nadine Romero
Mr. Mike Sells, Vice Chair
Mr. Justin Silvers
Ms. Judy Yu

Others Present

Dr. David Dauwalder, Provost/Senior Vice President for Academic Affairs
Ms. Jen Gray, Interim Vice President for University Relations
Dr. Jerilyn S. McIntyre, President
Ms. Judy B. Miller, Secretary to the Board
Mr. Abdul Nasser, Vice President for Business and Financial Affairs
Dr. Joshua Nelson, Chair, Faculty Senate
Ms. Maren Oates, President, Board of Directors, Associated Students of Central Washington University
Dr. James Pappas, Interim Vice President for Student Affairs and Enrollment Management
Ms. Shawnte Pearson, former trustee

Introductions

Dr. Dauwalder introduced the distinguished faculty for 2001: Larry D. Gookin, Distinguished University Professor, Teaching; Ethan Bergman, Distinguished University Professor, Public Service; and Robert J. Carbaugh, Distinguished University Professor, Research/Artistic Accomplishment. He applauded their exemplary efforts and shared information about their accomplishments. Each of the honored faculty made acknowledging remarks and thanked their peers for the awards.

Justin Silvers was recognized as the university's newest trustee, having been appointed by Governor Locke to a one-year position May 9.

Approval of Minutes

Motion 01-20: Mr. Sells moved, seconded by Mr. Martin that the board approve minutes of the regular and special board meetings of May 10-11, 2001. Motion carried.

Changes to the Agenda

The order of the agenda was adjusted to consider Items 11 and 12 before Item 8 and to consider Item 19 for action. The following additional supporting material or changes to the agenda were submitted: Item 1, minutes of May 11, 2001; Item 4, backup strategic planning information; Item 6, backup for budget and enrollment update; Item 15, Faculty, Exempt, and Classified Employee Salary Distribution, add merit for Libby Street, Level I and Level II and July 7, 2001 Faculty Senate salary memorandum.

Board Chair Report

Mrs. Chaplin expressed appreciation for the efforts of those who worked to produce the draft mission, vision, and goals brochure. Bret Bleggi was responsible for the initial design prototype.

Four people meeting with the board for the last time were recognized for their contributions. Mrs. Chaplin thanked David Dauwalder for his work as provost and praised him as a "classy academic." Jim Pappas has long been admired for his enthusiasm and warmth. He represents the heart of Central. She thanked Maren Oates for her efforts as ASCWU president and for her remarkable work on the Quality of Life project. Faculty Senate Chair Josh Nelson brought a passion for the institution into discussions that the board enjoyed.

Nadine Romero has been accepted to a master's degree program in public policy at the Harvard JFK School of Government. Ken Martin will chair the presidential evaluation committee that will report to the board at the August retreat. A complete report will be presented in October.

President's Report

Strategic Planning – A final draft of the mission, vision, and goals document is nearly complete. This good working strategic plan was produced through a collaborative campus effort.

Legislative Issues – Ann Anderson and Linda Schactler have worked cooperatively on legislative issues over the past few weeks. The Senate passed a capital budget that includes funding for Phase I of the music education facility, funding for the Yakima Higher Education Center, and design funding for the Highline facility.

Update on Budget and Enrollment – Fall 2001 enrollment continues to increase with strong growth in the freshman class.

Market Study Executive Summary – Dean Roy Savoim summarized the recent market study effort. We hope to identify how the university is perceived and possible market niches. This information will feed into an enrollment plan to be developed later this year.

University retirees for 2000-01 were honored at a reception June 7. Their photographs and information about their service are displayed in the boardroom.

Dr. McIntyre also recognized the excellent service of Dr. Pappas and Dr. Dauwalder. Jim Pappas has served the university in a variety of positions since 1980. Students return to speak with him, which is a strong testimony of his positive influence in their lives. At Central since 1993, David Dauwalder has been instrumental in fostering a climate in

which our grant and contract activity has flourished. Undergraduate research and international programs have also been strengthened. His team-building efforts and professional qualities reflect his fine character.

A valued member of the university community, David Hess, Manager of the University Store, passed away recently and is remembered for his many contributions.

Board Committees

Academic Affairs – Nadine Romero, Chair, and Jay Reich

Members of the Academic Affairs Committee heard a dynamic lecture from Bob Carbaugh, Professor of Economics, on the economic issues surrounding electricity deregulation. His lecture was the last of a series of five lectures presented to the committee over the last year.

Updates on two accreditation efforts were presented – NCATE (National Council for the Accreditation of Teacher Education) and AACSB (accreditation for the College of Business). Dean Rebecca Bowers reported that a series of NCATE public relations events will be held this fall. Dean Roy Savoian presented the AACSB report and informed the board that the College of Business advisory board will continue to probe what is needed in business and suggest programmatic changes to address those needs. Faculty in the business program are assisting with the visitation effort.

The session concluded with discussion and feedback of the board committee structure. It has provided rewarding connections with academic units.

Resource Development – Judy Yu, Chair, and Mike Sells

Action

Operating Budget Allocations 2001-02

A budget based on current information available from the proposed legislative budgets was presented for approval. When the final budget is approved by the legislature, this estimate will be adjusted and resubmitted to the board for final approval.

Quarterly Tuition and Fees – 2001-02 Regular Session

The Washington State Legislature, as of this date, has not approved the tuition level increase for 2001-02. It is requested that the Board of Trustees grant President McIntyre the authority to approve the tuition increase that will be recommended by the legislature. The legislature gives the boards flexibility to adjust tuition. In the face of potential budget cuts, maximizing resources is essential. Enrollment goals and the possibility of budget cuts connected to meeting those goals were reviewed. Additional scholarship support should be generated to assist students.

Motion 01-21: Ms Yu moved, seconded by Mr. Reich that the board approve the proposed 2001-02 Operating Budget, subject to necessary adjustments upon passage of the budget by the Washington State Legislature. President McIntyre is authorized to approve up to a 6.9% tuition increase as recommended and approved by the Washington State Legislature. Motion carried.

Kumola Hall Restoration Project

The project architect for the Kumola Hall Restoration Project, Kovalenko Hale Architects of Seattle, is currently completing the schematic design phase of the project. Final approval from the project committee is expected in mid-June 2001.

Motion 01-22: Ms. Yu moved, seconded by Mr. Sells to delegate authority to the Vice President for Business and Financial Affairs or designee: 1) to determine the financial feasibility for project funding, 2) to authorize the consultants to continue with design and commence production of the construction documents with the approval of the project committee, and 3) to advertise for bids and execute a construction contract for the project. Motion carried.

Capital Projects for the 2001-03 Biennium

The capital projects presented to the board are from the CWU 2001-03 Capital Budget Request and should be funded for the 2001-03 biennium. Authority is requested to proceed with design and construction on these projects in order to utilize the summer 2001 construction period. Detail of the projects will be presented to the board at the October meeting.

Motion 01-23: Mr. Sells moved, seconded by Mr. Martin that, predicated upon the receipt of funding, the board delegate authority to the Vice President for Business and Financial Affairs or designee to select and contract with consultants and to bid, award, and execute construction contracts for the projects identified. Motion carried.

Auxiliary Projects for the 2001-02 Fiscal Year

Several auxiliary projects are planned for design and construction in the 2001-02 fiscal year. All projects included in the group (listed below) are expected to be over \$100,000. Authority is requested to proceed with design and construction of these self-support projects in order to utilize the summer 2001 construction period.

- ?? Hitchcock Fire Alarm Upgrade
- ?? Hitchcock Roofing
- ?? Hitchcock Window Replacement
- ?? Alford Montgomery Fire Alarm Upgrade
- ?? Alford Montgomery Window Replacement
- ?? Campus Courts Mansard Repairs

Motion 01-24: Ms Yu moved, seconded by Mr. Sells that, predicated upon the receipt of funding, the board delegate authority to the Vice President for Business and Financial Affairs or designee to select and contract with consultants and to bid, award, and execute contracts for the above referenced projects. Motion carried.

Authority to Invest in the Local Government Investment Pool

The Local Government Investment Pool is a short-term investment program administered by the Office of the State Treasurer, which enables political subdivisions to maximize the return on their temporary surplus funds. Enabling legislation, effective June 23, 2001 will permit four-year institutions of higher education to participate. This program provides Central Washington University with a competitive option for investment of local funds. Currently, short-term temporary surplus funds are invested in the Municipal Investment Account offered by a local bank.

Motion 01-25: Mr. Sells moved, seconded by Mr. Martin that **Resolution 01-04** authorizing investment of Central Washington University monies in the Local Government Investment Pool be approved. Motion carried.

Academic Fee Request

A list of proposed changes to required academic fees resulted from a process established to consider requests for increased fees. Ms. Oates stated that she had researched the proposed increases and determined that the fees were essential to provide materials for classes.

Motion 01-26: Ms Yu moved, seconded by Mr. Sells that the board adopt the requested new fees and changes in fees, effective fall quarter, 2001. Motion carried.

Faculty, Exempt, and Classified Employee Salary Distribution

The president and each vice president shall distribute, as mandated and approved by the legislature, salary increases for faculty, exempt, and classified employees in their divisions. Anticipating some funds for merit, a faculty merit process involving a set of pre-established standards was completed this spring. It was a voluntary process that involved only faculty who applied. The legislature has not yet acted on salary increases for employees.

Motion 01-27: Ms Yu moved, seconded by Ms. Jones that the board approve distribution of faculty, exempt, and classified employee salary increases as approved by the legislature and determined by the president and vice presidents in their divisions and the recommended merit increases for tenured and tenure-track faculty. Motion carried.

Public Policy Discussion

The Resource Development Committee will examine public policy issues connected to funding higher education in the state and bring the results of their review to a general meeting of the board. Dr. McIntyre will discuss these issues with her colleagues on the Council of Presidents.

In review, this first year of committee involvement for the Resource Development Committee was one of learning complemented by excellent participation from the university community.

Student Affairs – Ken Martin, Chair, Leslie Jones, and Shawnte Pearson

Action

Quality of Life Facilities Strategic Planning

In January 2001, CWU retained Brailsford & Dunlavey to perform Quality of Life Facilities Strategic Planning to assess current student demand for new and improved nonacademic facilities on the Ellensburg campus. Within the context of this study, Quality of Life facilities include: a new recreation facility, a new student union building, a new dining facility, and new and renovated on-campus housing. The board has received several planning updates since the process began.

Maren Oates, chair of the Quality of Life Facilities Strategic Planning Committee, invited several students to share their feelings about the proposed facility. They agreed that students need a unified place to spend out-of-class time and expressed support for the fees needed to realize the project.

Motion 01-28: Mr. Martin moved, seconded by Mr. Silvers to delegate authority to the Vice President for Business and Financial Affairs to determine the financial feasibility for project funding, and to advertise, select and contract with architect/engineer consultants to proceed with the initial detailed programming phase of the Quality of Life Facilities.

Furthermore, the Board of Trustees of Central Washington University establishes a student fee not to exceed \$95.00 per quarter upon completion of the Recreation Center and an additional student fee not to exceed \$64.00 per quarter upon completion of the Student Union Building. The fees can be assessed near the time the building is operational. Motion carried.

Services and Activities Fees Budget Allocations 2001-03

The S&A Committee received 35 requests for funding totaling \$2,592,165. The committee has \$2,001,500 to allocate requiring some difficult decisions. As they have in the past, the committee decided to fund only requests they perceived to be student activity and support functions.

Services and Activities Fees Supplemental Funding

The S&A Fees Committee has approved supplemental allocations. These funds were approved in accordance with the procedure outlined in the Central Washington University General Guidelines and Procedures for Use of Services and Activities Fees.

Motion 01-29: Mr. Martin moved, seconded by Mr. Silvers that the Services and Activities Fees Allocations for the 2001-03 biennium and supplemental allocations be approved as submitted. Motion carried.

ASCWU Constitution Changes.

Proposed changes to the constitution of the Associated Students of Central Washington University include major revisions to the Preamble, Section 6.0 Referendum and Initiatives, and Section 8.0 Amendments. All other changes are minor rewording for the purpose of clarity.

Motion 01-30: Mr. Martin moved, seconded by Mr. Silvers that the board approve proposed changes to the Constitution of the Associated Students of Central Washington University. Motion carried.

Resolution Honoring Shawnte Pearson

Mr. Martin read a resolution honoring Shawnte Pearson for her service to the university as a trustee over the past year. Ms. Pearson expressed her appreciation to the board for the opportunity to serve as a trustee. Text of the resolution follows:

Whereas, Ms. Shawnte Pearson was appointed to the Central Washington University Board of Trustees by Governor Gary Locke on June 1, 2000 – the third CWU student chosen to serve on the Board following 1998 legislation creating a student seat on the governing boards of the state’s six public universities and college – and served with distinction until May 31, 2001, and

Whereas, during her one-year term on the Board, Ms. Pearson skillfully represented all citizens of the state through eloquently articulating her position on many substantive issues, provided indefatigable advocacy and commitment to students, their perspectives and concerns, and created opportunities for students to develop their own leadership, academic and scholarly potential, and

Whereas, through her vision and deep concern for others, Ms. Pearson called upon her fellow trustees to consider how each CWU governing board decision would affect Central students, and

Whereas, Ms. Pearson provided wise counsel to the Board and consistently sought constructive solutions to problems, and

Whereas, Ms. Pearson consistently demonstrated great integrity, initiative, enthusiasm, personal warmth and skill in interacting with diverse university and public communities,

Now therefore be it resolved, that this Board of Trustees wishes to publicly express appreciation to Ms. Pearson for her effective, intelligent and dedicated service as a member of the Central Washington University Board of Trustees from June 1, 2000, to May 31, 2001, and

Furthermore be it resolved, that this Board congratulates Ms. Pearson on her graduation tomorrow with a bachelor’s degree in public relations from Central Washington University, and wishes her well in her future career.

Nominating Committee – Jay Reich

Mr. Reich nominated Gwen Chaplin to serve as chair of the board for 2001-02 and Mike Sells to serve as vice chair of the Board of Trustees.

Motion 01-31: Mr. Reich moved, seconded by Ms. Jones that Gwen Chaplin serve as chair and Mike Sells serve as vice chair of the Board of Trustees of Central Washington University for 2001-02. Motion carried.

Other Items

Action

Board Meeting Dates 2001-02

The following board meeting dates were proposed for 2001-02:

October 4-5, 2001 (*Campus Retreat*)
November 9, 2001
December 14, 2001
February 15, 2002
April 12, 2002 (*CWU Wenatchee Center*)
May 10, 2002
June 7, 2002
August 1-2, 2002 (*Board Retreat*)

Motion 01-32: Mr. Reich moved, seconded by Mr. Martin that the proposed board meeting schedule for 2001-02 be approved. Motion carried.

Faculty Code Changes

Changes to the *Faculty Code of Personnel Policy and Procedure* were presented and adopted by the Faculty Senate at their meeting April 18, 2001. Those changes are presented now for board approval.

Motion 01-33: Mr. Sells moved, seconded by Mr. Martin that the board approve changes to the following sections of the *Faculty Code of Personnel Policy and Procedure* be approved: 3.25.A.8, 8.10.A.1, 1.15.H, 4.30.B, 4.60, 5.25.F, 7.25.D, 8.65.C, 8.70.C, 8.75.B, and 8.80. Motion carried.

Exempt Employees Code Changes

The Exempt Employee Association approved changes to the *Exempt Employees' Code of Personnel Policy and Procedure*. Those changes are presented now for board approval.

Motion 01-34: Mr. Sells moved, seconded by Ms. Yu that the board approve changes to the following sections of the *Exempt Employees' Code of Personnel Policy and Procedure*: 0.032(1), 3.011, 3.031, 3.042, 4.061, 4.076(1)(b), 4.10, and 4.77. Motion carried.

Exempt Employees Salary Plan

The Exempt Employee Association approved changes to the Exempt Employees' Salary Plan. These changes will strengthen the salary plan and provide greater consistency in the establishment of starting salaries. These changes do not affect salaries of current employees and have no impact on the budget.

Motion 01-35: Mr. Sells moved, seconded by Ms. Romero that the board approve changes to the Exempt Employees' Salary Plan. Motion carried.

Other Reports

Faculty Senate

Faculty Senate Chair Josh Nelson reviewed the Salary Administration Report approved by the Faculty Senate May 17, 2001. The report was prepared by the Faculty Senate Ad Hoc Salary Administration Board and outlines a process to move the faculty salary base to the CUPA (College and University Professional Association for Human Resources) mean based on discipline and rank, possible funding avenues for the salary adjustment, and a process to maintain the salaries once they reach the CUPA mean. Competitive salaries will help the university provide a strong academic experience. Dr. Nelson encouraged the board to support and implement the report's recommendations.

Dr. Nelson thanked Provost Dauwalder for his meticulous work over the past year and Dr. McIntyre for her open communication style. He also expressed appreciation to the board for involving faculty in their deliberations.

Mrs. Chaplin responded that the board supports the direction outlined in the report and encouraged the Faculty Senate and the administration to implement the goals of the salary report. She praised the group for their excellent work.

Motion 01-36: Mr. Sells moved, seconded by Mr. Martin to direct President McIntyre and the Faculty Senate to move forward in conversation to implement goals in the Salary Administration Report. Motion carried.

ASCWU Board of Directors

Ms. Oates expressed appreciation to all those who have supported and collaborated with the ASCWU Board of Directors this past year. She announced that Dustin Stahl was recently elected president for the 2001-02 academic year.

Staff Organizations

Margaret Smith, chair of the Exempt Employees Association, thanked the board for giving staff the opportunity to participate in board meetings.

Communications – none received

Consent Agenda

Motion 01-37: Ms. Yu moved, seconded by Mr. Reich that Item 35, Exempt Employee Resignations, be removed from the consent agenda and considered individually. Motion carried. Ms. Yu recognized Dr. Gregory Chan for his fine efforts as Executive Assistant to the President and Interim Associate Vice President for Undergraduate Studies. Dr. Chan is leaving the institution to accept a position at St. Thomas University in Miami.

Exempt Employee Resignations – 35

Chan, Gregory, Interim Associate Vice President for Undergraduate Studies, effective August 2, 2001
Lam, Ki Fung, Mental Health Counselor, Student Health and Counseling Center, effective June 29, 2001
Sederquist, Denton, Area Coordinator, Residential Services, effective June 14, 2001

Motion 01-38: Mr. Reich moved, seconded by Ms. Yu that report items 29, 30, 31, 32, 33, and 34 be received collectively, and action items 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, and 46 be approved collectively. Motion carried. (*Mr. Silvers abstained. Student trustees are not permitted to vote on personnel matters.*)

Personnel Consent Reports

Non-Tenure-Track Faculty Appointments – 29

Szpek, Heidi, Lecturer, Philosophy, one-year appointment effective September 16, 2001 – June 15, 2001
Wassell, Charles S., Visiting Assistant Professor, Economics, effective September 16, 2001 – June 15, 2002

Temporary Faculty Reassignment – 30

Street, Elizabeth, Special Assistant to the President, effective September 26, 2001 – December 14, 2001

Military Appointment – 31

Tarvin, Captain David A., Lecturer, Military Science, effective July 1, 2001

Department Chair Resignations – 32

Hubbard, Brenda	Associate Professor	Theatre Arts	June 16, 2001
Olson, Steve	Professor	English	June 16, 2001
Taylor, Alan	Professor	Communication	June 16, 2001
Tolman, Rosco	Professor	Foreign Languages	June 16, 2001

Faculty Resignations – 33

Black, Katherine, Assistant Professor, Accounting, effective August 17, 2001
Roberts, Scott, Associate Professors, Physical Ed, Health Education and Leisure Services, effective Aug 17, 2001

Exempt Employee Appointments – 34

Robbinette, Randy, Counseling Psychologist, Student Health and Counseling Center, effective Sept 4, 2001
Robbins, Gayle, Counseling Psychologist, Student Health and Counseling Center, effective July 2, 2001
Shugard, Karla, Assistant Director, Human Resources, effective June 25, 2001
Soltz, David L., Provost/Senior Vice President for Academic Affairs, effective August 1, 2001
Tolman, Rosco, Associate Dean, College of Arts and Humanities, effective August 1, 2001
Tullos, Charlotte, Vice President for Student Affairs and Enrollment Management, effective July 1, 2001

Personnel Consent Action

Department Chair Appointment – 36

Bowers, Jan, Family and Consumer Sciences, effective September 16, 2001 through June 15, 2005

Appointment of Tenure-Track Faculty – 37

Abbot, J. Anthony	Assistant Professor of Geography and Land Studies	Effective Sept 16, 2001
Chapman, Leland D.	Assistant Professor, Educational Administration Unit	Effective Sept 16, 2001
Luman, David M.	Assistant Professor of Physics	Effective Sept 16, 2001
Shelly, Gary	Assistant Professor, Educational Administration Unit	Effective Sept 16, 2001
Woody, Linda Rowland	Assistant Professor, Music	Effective Sept 16, 2001

Faculty Tenured Appointment – 38

Soltz, David L., Professor, Biological Sciences Department, effective August 1, 2001

Faculty Leave Without Pay – 39

Papadopoulos, Christos J., Professor, Art, Academic Year 2001-02, 50%, time to count toward seniority

Spencer, Andrew, Professor, Music, Academic Year 2001-02, not to count toward seniority

Reappointment of Faculty in Their Second or More Year of Service for 2001-02

Academic Year With No Assurance of Tenure – 40

Baxter, Louise, Assistant Professor, Biological Science and Science Ed

Breedlove, Lois, Assistant Professor, Communication

Kovalerchuk, Boris, Associate Professor, Computer Science

Mustain, Wendy, Assistant Professor, PEHLS

Promotion Start Date for Librarians – 41

Hogan, Genard, Coordinator of Reference Services, Library, effective July 1, 2001

Program Approval – 42

Master of Science, Law and Justice

Distinguished Civil Service Status – 43

Charles, Larry, Custodial Lead, Facilities Management, effective May 15, 2001 [18 years]

Pearson, Madelien e, Computer Operations Supervisor, Computing and Telecommunication Services, effective May 16, 2001 [25 years]

Speer, Shirley, Program Assistant, Administrator Preparation Program, Teacher Education Programs, effective May 31, 2001 [25 years]

Wilson, Ernest H., Maintenance Mechanic II, Facilities Management, effective February 28, 2001 [15 years]

Consent Facilities Action Items

Naneum Building Exterior Renovations

Accept as complete Naneum Building Exterior Renovation, Contract #4731-2C, as performed by P.O.W. Contracting, Pasco, Washington, for the amount of \$176,476.84, not including Washington State Sales Tax.

Ethernet Connection (Residential)

Accept as complete Ethernet Connection (Residential), Contract #5123C, as performed by Central Telecom East, Yakima, Washington, for the amount of \$836,012.77, not including Washington State Sales Tax.

Next Meeting

The Board of Trustees will next meet in retreat session Thursday, August 2 and Friday, August 3, 2001, in the President's Reception Center on the Ellensburg campus of Central Washington University.

Adjourned at 2:50 p.m. – *following a ten-minute break, a public debriefing session followed for 25 minutes*

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

Gwen Chaplin, Chair
Board of Trustees
Central Washington University