

12-6-2001

2001 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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Approved February 14, 2002

**CENTRAL WASHINGTON UNIVERSITY
Board of Trustees
Special/Regular Meetings
December 5-6, 2001**

December 5, 2001

Board members met for dinner at the President's Reception Center. No action was taken.

December 6, 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 two hours to review various university issues. Following that session, the three committees of the board – Academic Affairs, Resource Development, and Student Affairs – met separately for two hours from 10:00 a.m. to 12:00 p.m. and covered various topics. Trustees reconvened for lunch and a discussion with Dr. McIntyre and four students before the 1:00 p.m. session. No action was taken.

Reconvened in Regular Session (1:06 p.m.)

Present

Mrs. Gwen Chaplin, Chair
Mr. Ken Martin
Mr. Jay Reich
Mr. Justin Silvers
Ms. Judy Yu

Absent

Ms. Leslie Jones
Ms. Nadine Romero
Mr. Mike Sells, Vice Chair

Others Present

Dr. Michael Braunstein, Chair-elect, Faculty Senate
Mr. Rich Corona, Interim Vice President for Business and Financial Affairs
Ms. Jen Gray, Interim Vice President for University Relations
Dr. Jerilyn S. McIntyre, President
Ms. Judy B. Miller, Secretary to the Board
Dr. David Soltz, Provost/Senior Vice President for Academic Affairs
Mr. Dustin Stahl, President, Board of Directors, Associated Students of Central Washington University
Ms. Wendy Rittereiser, Chair, Exempt Employees Association and staff representative
Dr. Charlotte Tullos, Vice President for Student Affairs and Enrollment Management

Introductions

Two distinguished retiring faculty were introduced. Provost Soltz reviewed Professor Barney Erickson's accomplishments during his 33-year tenure at CWU. Dr. Erickson has been a model professor and department chair, and is currently as interim dean of the College of the Sciences. He was instrumental in developing the undergraduate mathematics program and the Master of Arts for Teachers of Mathematics. Professor Cynthia Kriebel was introduced by College of Arts and Humanities associate dean Rosco Tolman. Dr. Tolman stated that over the past 28 years, Ms. Kriebel has been an active member of the Art Department. She has produced many exhibitions, taught abroad in China, and was instrumental in organizing a Chinese artist exchange. Both retiring faculty expressed appreciation for their time at Central.

Approval of Minutes

Motion 01-54: Mr. Reich moved, seconded by Ms. Yu, that the board approve minutes of their meetings October 4-5, 2001 and the joint Foundation Board and Board of Trustees meeting, October 26, 2001. Motion carried.

Changes to the Agenda – *no changes to the agenda*

Board Chair Report

Mrs. Chaplin congratulated Mike Reilly, the Admissions Office staff, and the entire university community for continued strong enrollment results. Professor Mark Polishook from the Music Department has brought recognition to the university with his innovative palm pilot composing techniques. Homecoming weekend events were enjoyable and memorable, especially the traveling Viet Nam Wall of Honor memorial. Congratulations were extended to Dean Rebecca Bowers for a positive NCATE (National Council for the Accreditation of Teacher Education) report. Trustees were please to have lunch and an enjoyable discussion with a few students. Several issues were reviewed including tuition and fees. The Board is aware of these issues and the dwindling goods and services budgets that support many departments.

President's Report

Market Study Update – Results of a recent market study report showed that Central Washington University is viewed favorably by parents but high school counselors' opinions were largely unshaped. Bids are out for a consultant who will help us shape public awareness. An executive summary of the report is included in the board materials.

Legislative Update – Ann Anderson, Director of Government Relations, announced that Governor Locke's capital budget has been released and that the "pause" on the capital budget has been lifted. The 2002 legislative session is a 60-day supplemental session and changes to the biennial budget may be considered. State agencies may be asked to look at budget adjustments for the second year of the biennium. Budget issues will dominate legislative thought this session. Ms. Anderson attempts to present a positive, consistent message to legislators – there is good news at Central. We have a new management team, enrollment has increased, and we have received positive feedback from NCATE. Our collaborative offerings with community colleges are cost effective.

Affirmative Action/Diversity Report – Nancy Howard, Director of the Office for Equal Opportunity, reported that between 1999-00, the number of women in executive level positions at Central increased. The university has exceeded many of its goals and has become increasingly diverse. She also presented some statistical information documenting shifts in employment trends. Exit interviews have been developed for staff and faculty leaving the institution. We must develop initiatives to increase our efforts to attract and retain applicants of diverse groups. Specialized minority publications may not be the best way to reach applicants; personal contact appears the best way to attract more diverse applicants.

Diversity Council – A diversity council chaired by Patsy Callaghan, Professor of English, has been organized to help create a welcoming environment at the university. During initial meetings of the group, draft mission and goals statements and a governance plan were developed. Civility and inclusion are at the center of the effort. Dr. Callaghan shared the draft mission statement and indicated that the group will meet soon to refine it and present it to the board.

Board Committees

Academic Affairs – Jay Reich

Mr. Reich reported that the Academic Affairs Committee enjoyed a presentation by the Theatre Arts faculty and a peek at *Man of La Mancha*, a CWU production scheduled for performances in late January and early February. The preview provided insight into the academic base for an experiential student project. Faculty members Brenda

Hubbard, Terri Brown, Michael Smith, and Scott Robinson were acknowledged for the presentation and for contributing to the strength of Central's undergraduate theatre program.

Accreditation reports were discussed. A positive report resulted from our recent NCATE review. No weaknesses were found in the twelve categories reviewed placing CWU in the top one percent of institutions nationwide to achieve that distinction. Current challenges were also reviewed. The committee examined a preview of the NASC (Northwest Association of Schools and Colleges) interim site visit report. A full report will be issued in January. The preliminary report affirmed issues we know must be addressed such as faculty salaries, the role of the graduate program, and program assessment.

Consistent with committee goals for the year, the group reviewed the role of the university centers and their centrality to the university's mission.

Discussion

Summer Revenue Sharing Report

Dr. Soltz presented the Summer Revenue Sharing Report and indicated that the university has experienced a slight decline in summer revenue over the last two years. Revenue is redistributed to various departments. Services and Activities fees use during the summer was discussed. A more focused mission statement for summer session is being developed.

Resource Development – Judy Yu, Chair

Committee members discussed various budget issues, including performance-based budgeting, and reviewed the CWU Foundation audit. Fund-raising issues and capital campaign preparations were also discussed. The Development Oversight Committee has drafted a memorial naming policy that will be presented to the board in February. Continuing Education has received a grant from the Gates Foundation.

Action

Kamola Hall Restoration Project

Kamola Hall Restoration Project architect, Kovalenko Hale Architects of Seattle, is currently producing the construction bid documents. The project will go to bid in late January 2002 with construction commencing in early March 2002 to be completed January 2003. Various issues surrounding bond sales were discussed.

Motion 01-55: Ms. Yu moved, seconded by Mr. Reich, that the board delegate authority to the Vice President for Business and Financial Affairs or designee to initiate the bond sale process to fund the Kamola Hall Restoration Project. Motion carried.

Auxiliary Projects 2002-03 Fiscal Year

The following projects are planned for design and construction in the 2002-03 fiscal year: Meisner Roofing, Meisner Fire Alarm Upgrade, Meisner Window Replacement, Bassettis Masonry Restoration, Tunstall Masonry Restoration, Campus-Wide Lighting Upgrade.

Motion 01-56: Mr. Reich 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 above referenced projects. Motion carried.

Kamola Hall Laundry Project

The existing laundry currently operating in the basement of Kamola Hall must be relocated prior to the Kamola Hall restoration work.

Motion 01-57: Mr. Reich moved, seconded by Mr. Martin, that the board delegate authority to the Vice President for Business and Financial Affairs or designee to bid, award, and execute a construction contract for this project. Motion carried.

Discussion

Student Union and Recreation Center Project

A Seattle firm, BJSS Duarte Bryant in association with a national firm, Ellerbe Becket, has been chosen as the architect/engineer team for the Student Union and Recreation Center Project. The university is currently determining the scope of work and negotiating a contract with the firm. Funding details and policy issues are also being addressed. Preliminary program offerings for the project were presented.

Student Affairs – Ken Martin, Chair, and Justin Silvers

Mr. Martin reported that the committee reviewed materials used by Mike Reilly and the Admissions Office staff to recruit students. Freshman enrollment results were reviewed. Our market share of that group has increased and we are securing more high quality students. Tuition waivers are an important part of that success. Transfer enrollments have also increased. Our minority enrollment is strong, particularly with Hispanic students. Agnes Canedo, Director of Financial Aid, presented a financial aid overview. The Student Health and Counseling Center has received specialized accreditation that allows the center to supervise doctoral level interns.

Other Discussion Items

Board Bylaws – *revisions*

Revisions to the board bylaws to provide a timeframe for review of the university mission statement and a title change for the Exempt Employees' Association were presented to the board for discussion.

Appointing Authority Resolution [01-06] – *revisions*

Editorial changes to the resolution delegating board authority to employ classified staff were discussed. Changes include clarifying language for the RCW citation and title changes for the College of Business and the Registrar.

Contracting Authority Resolution [01-07] – *revisions*

Editorial changes to the resolution delegating board authority for university contracting were reviewed. An adjustment to the reporting area for Athletics and a title change for the College of Business are among the editorial changes.

Exempt Employees Code of Personnel Policy and Procedure – *revisions*

Changes to the *Exempt Employees' Code of Personnel Policy and Procedure* were submitted by the Exempt Employees' Association October 30, 2001 for review and discussion. Wendy Ritterreiser, chair of the association, reviewed the proposed changes, which will be submitted to the board for adoption at the February 14 board meeting.

Other Action Items

University Strategic Plan

The CWU Strategic Plan was presented to the board for formal adoption. Members of the university community were intimately involved in formulating the plan. To comply fully with NASC accreditation standards, the board must adopt the mission statement and review it periodically.

Motion 01-58: Mr. Reich moved, seconded by Mr. Silvers, that the Board of Trustees adopt the Central Washington University 2001-06 Strategic plan, including mission, vision, core values, and strategic goals.
Motion carried.

Board Meeting Dates 2001-02 – *Revision*

A scheduling conflict necessitated a change in the board meeting schedule.

Motion 01-59: Mr. Silvers moved, seconded by Mr. Martin, that the board change the February 15, 2002 board meeting date to **Thursday, February 14, 2002**. Motion carried.

Other Reports

Faculty Senate

Michael Braunstein, Chair-elect, reported that Provost Soltz presented the 2001-02 faculty salary base report to the Faculty Senate December 5, 2001. Amid concerns that the faculty salary base was being eroded, thus violating the Faculty Code, a motion was passed directing the senate executive committee to review what if any recourse the senate has and to report back at the next meeting.

ASCWU Board of Directors

President Dustin Stahl distributed and explained the purpose for a course evaluation survey developed by students that is currently being completed by faculty. Also distributed was the Washington Student Lobby agenda for the 2002 legislative session, a composite of issues presented by student representatives from the state's four-year institutions. Tuition, financial aid, and diversity issues are the top legislative issues for Central students.

Staff Organizations – no report

Communications

Communications were received from Jean Hawkins regarding Dr. McIntyre's salary increase and Jayme Powers regarding student fees.

Consent Agenda

Motion 01-60: Mr. Martin moved, seconded by Ms. Yu, that report items 24 – 31 be received collectively, and action items 32 – 36 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 – 24

Name	Title	Department	% FTE	Effective Date
Alexandrou, Alexander	Lecturer	Curriculum and Supervision	.10	Fall Quarter 2001
Allen, Robert L.	Lecturer	Business Admin	.67	Winter Quarter 2002
Alley, Lynda	Lecturer	Music	.20	Fall Quarter 2001
Armstrong, Sue T.	Lecturer	Business Administration	.33	Winter Quarter 2002
Aylmer, Pamela	Lecturer	Psychology	.09	Oct 1, 01-Jun 15, 02
Beed, Bo	Asst Professor	Industrial and Engineering Technology	.27	Fall Quarter 2001
Bennett, Virginia	Lecturer	Family & Consumer Science	.47	Fall Quarter 2001
Bergquist, Lorraine K.	Lecturer	English	.27	Fall Quarter 2001
Bicchieri, Pedro	Lecturer	Asia University	.40	Fall Quarter 2001
Bolander, Michael J.	Lecturer	Psychology	.09	Oct 1, 01-Jun 15, 02
Britschgi, Reka	OISP	UESL Program	.66	Sept 26, 01-Mar 15, 02 Jun 17- Aug 16, 02
Brown, Anthony W.	Lecturer	Chemistry	.20	Fall Quarter 2001
Brown, David M.	Lecturer	Music	.18	Fall Quarter 2001
Butler, Charles R.	Lecturer	Music	.33	Fall Quarter 2001
Byerrum, Anne F.	Lecturer	Art	Reduce to .10	Fall Quarter 2001
Cawley-Crane, Joan	Lecturer	Art	Increase to .20	Fall Quarter 2001
Chase, Sharon	Lecturer	Information Technology and Administrative Management	.33	Fall Quarter 2001
Chase, Sharon	Lecturer	Information Technology and Administrative Management	.33	Fall Quarter 2001

Chen, Paul K	Lecturer	Business Administration	.33	Winter Quarter 2002
Dangler, Chuck S.	Lecturer	Economics	.33	Winter Quarter 2002
Dohr, Ronald M.	Lecturer	Psychology	.35	Oct 1, 01–Jun 15, 02
Durkee, James J.	Lecturer	Music	Increase to .58	Fall Quarter 2001
Erdman, Ruth D.	Lecturer	English & Theatre Arts	Increase to 1.27	Fall Quarter 2001
Petersen, Erin	Lecturer	Psychology	.09	2001-02 AY
Fendell, Gary	Lecturer	Curriculum and Supervision	.20	Fall Quarter 2001
Freeman, Randi	Lecturer	English as Second Language	1.00	Sept 26 – Dec 14, 01 Mar 26 – Aug 16, 02
Goedecke, Patricia	OISP	UESL Program	.66	Fall Quarter 2001
Graves, Janine	OISP	UESL Program	1.00	Fall Quarter 2001
Hagen, Kathleen	Lecturer	Curriculum and Supervision	.20	Fall Quarter 2001
Hahn, William	Lecturer	Industrial and Engineering Technology	.40	Fall Quarter 2001
Harper, Lila M.	Lecturer	English	Increase to 1.00	Fall Quarter 2001
He, Meiqi	Lecturer	UESL Program	1.00	Sept 26, 01 – Jun 7, 02
Hirsh, Paul M.	Lecturer	Business Administration	.33	Winter Quarter 2002
Horowitz, Katherine	Adjunct	OISP	.10	Fall Quarter 2001
Hosfeld, Scott C.	Lecturer	Music	.25	Academic Year 01-02
Hu, Beiyin	Lecturer	UESL	1.00	Sept 26, 01–Jun 7, 02
Jackson, Harlan	Lecturer	Industrial and Engineering Technology	.27	Fall Quarter 2001
Jensvold, Mary L.	Lecturer	Anthropology	.13	Fall Quarter 2001
Kaufmann, Marcia	Lecturer	Music	.25	Academic Year 01-02
Ke, Yangqian	Visiting Scholar	OISP	1.00	Sept 15, 01–Jun 30, 02
Koizumi, Bon	Visiting Scholar	OISP	1.00	Sept 15, 01–Mar 31, 02
Larkin, Richard F.	Lecturer	Business Administration	.67	Winter Quarter 2002
Lonowsk, Douglas	Lecturer	Curriculum and Supervision	.20	Fall Quarter 2001
Marcotte, Steven A.	Lecturer	Accounting	.33	Winter Quarter 2002
Melvin, Shawne	Lecturer	Music	Increase to .22	Fall Quarter 2001
Meyers, Robert	Lecturer	Industrial and Engineering Technology	.73	Fall Quarter 2001
Momary, Laura E.	Lecturer	English	.53	Fall Quarter 2001
Myrick, Leslie A.	Lecturer	Psychology	.11	Oct 1, 01 – Jun 15, 02
Ota, Robert Y.	Lecturer	Computer Science	.27	Fall Quarter 2001
Ota, Robert	Lecturer	Industrial and Engineering Technology	.27	Fall Quarter 2001
Ota, Robert Y.	Lecturer	Business Administration	.33	Winter Quarter 2002
Pearson, Todd	Lecturer	Asia University	.066	Fall Quarter 2001
Petersen, Erin	Lecturer	Psychology	.09	Oct 1, 01 – Jun 15, 02
Peterson, Scott R.	Lecturer	Music	.20	Fall Quarter 2001
Pickett, Barbara H.	Lecturer	Music	Increase to .69	Fall Quarter 2001
Plourde, Lee	Assistant Professor	Curriculum and Supervision	.05	Fall Quarter 2001
Reinke, Cumi	Lecturer	Family and Consumer Science	.93	Fall Quarter 2001
Rhoda, Brad C.	Lecturer	English	.53	Fall Quarter 2001
Rice, Robert R.	Lecturer	Psychology	.27	Fall Quarter 2001

Ross, Beth	Lecturer	Industrial and Engineering Technology	.20	Fall Quarter 2001
Rosser, Carl	Lecturer	UESL Program	1.00	Sept 26 – Dec 14, 01 Mar 26 – Aug 16, 02
Russell, Gabriel	Lecturer	Psychology	.11	Oct 1, 01 – Jun 15, 02
Schnelle, Robert	Lecturer	English	Increase to 1.07	Fall Quarter 2001
Schwartz, Ronald F.	Lecturer	Business Administration	.33	Winter Quarter 2002
Smith, Gary	Lecturer	Physical Education, Health Ed and Leisure Services	.27	Fall Quarter 2001
Stroh, Jr., Hugh W.	Lecturer	Business Administration	.33	Winter Quarter 2002
Tito, Joan	Lecturer	Business Administration	.33	Winter Quarter 2002
Willett, Brian	Lecturer	Psychology	.09	Oct 1, 01 – Jun 15, 02
Wilson, Asher B.	Lecturer	Accounting	.33	Winter Quarter 2002
Wisemann, Lise M.	Lecturer	Communication	Increase to .54	Fall Quarter 2001
Wright, Thomas S.	Lecturer	Art	.10	Fall Quarter 2001

Program Director Appointments – 25

Atkinson, Mary Anne, Co-director, Master of Professional Accountancy Program, AY 2001-02, Lynnwood
Tidd, Ronald, Co-director, Master of Professional Accountancy Program, AY 2001-02, Ellensburg

Faculty Resignations – 26

Baxter, Louise M., Assistant Professor, Biological Sciences and Science Ed, effective Sept 16, 2001
Cioffi, Frank L., Professor, English, effective October 2, 2001

Faculty Retirements – 27

Erickson, Barney, Professor, Mathematics, effective June 30, 2002

Professional Leave Reports – 28

Callaghan, Patsy, Professor, English
Emmans, Cindy C., Professor, Curriculum and Supervision
Jefferies, Steven, Professor, Physical Education, Health Education and Leisure Services
Lefkowitz, Natalie, Professor, Foreign Languages
Nethery, Vince, Professor, Physical Education, Health Education and Leisure Services
Saunders, Peter J., Professor, Economics

Part-Time Coaching Appointments – 29

Christensen, Lloyd, Assistant Softball Coach, October 1, 2001 – May 31, 2002
Fiske, David, Assistant Softball Coach, October 1, 2001 – May 31, 2002
Nasinec, Tyce, Assistant Women's Basketball Coach, October 1, 2001 – May 31, 2002

Exempt Employee Interim Appointments – 30

Rau, Gene, Interim Director, Computing and Telecommunication Services, effective Nov 5, 2001

Exempt Employee Resignations – 31

Erickson, Barney, Interim Dean, College of the Sciences, effective June 30, 2002
Imamshah, Norman, Director, Computing and Telecommunication Services, effective October 12, 2001

Consent Personnel Action Items

Emeritus Professor Appointments – 32

Erickson, Barney, Professor, Mathematics, effective June 30, 2002
Kriehle, Cynthia, Professor, Art, effective September 16, 2001
Papadopoulos, C. John, Professor, Art, effective September 16, 2001

Faculty Overload Appointments – 33

Alawiye, Osman	Professor	Curriculum and Supervision	.07	Fall Quarter 2001
Erdman, Ruth D.	Lecturer	English	.07	Fall Quarter 2001
Hughes, Craig	Asst Professor	Teacher Ed Programs	.20	Fall Quarter 2001
	Assoc			
Kovalerchuk, Boris	Professor	Computer Science	.27	Fall Quarter 2001
Lasik, John J.	Lecturer	Business Admin	.33	Winter Quarter 2002
Monson, Luetta	Professor	Curriculum and Supervision	.10	Fall Quarter 2001
Moody, Rex T.	Asst Professor	Business Admin	.33	Winter Quarter 2002
Olson, Debbie L.	Lecturer	English	.07	Fall Quarter 2001
Phillips, Barbara	Assoc	Curriculum and Supervision	.05	Fall Quarter 2001
	Professor			
Rawashdeh, Mufeed	Asst Professor	Accounting	.33	Winter Quarter 2002
Richmond, F. Lynn	Assoc	Business Admin	.33	Winter Quarter 2002
	Professor			
Schepman, Stephen B.	Professor	Business Admin	.33	Winter Quarter 2002
Schmitz, Steve	Professor	Curriculum and Supervision	.07	Fall Quarter 2001
Thyfault, Alberta	Professor	Curriculum and Supervision	.13	Fall Quarter 2001
Thyfault, Alberta	Professor	Teacher Education Programs	.10	Fall Quarter 2001
Williams, Henry	Professor	Curriculum & Supervision	.17	Fall Quarter 2001

Faculty Short-Term Disability Leave – 34

Garrison, Phillip, Professor, English, Fall Quarter 2001

Professional Leave – 35

Appleton, Laura, Professor, Sociology, 2002-03 Academic Year
 Cutsinger, Lorin E., Associate Professor, Anthropology, 2002-03 Academic Year
 Hubbard, Brenda, Associate Professor, Theatre Arts, Winter/Spring 2003
 Kuhlken, Robert, Associate Professor, Geography, 2002-03 Academic Year
 Nimnicht, James, Professor, Business Administration, 2002-03 Academic Year
 Prigge, Debra J., Professor, Teacher Education Programs, 2002-03 Academic Year
 Sun, Lixing, Assistant Professor, Biological Sciences, 2002-03 Academic Year

Consent Facilities Action**Soccer Facility Completion – 36**

Accept as complete New Soccer Facility (Contract No. 5087C) as performed by Belsaas and Smith Construction, Inc., Ellensburg, Washington, for the amount of \$269,072.30 not including Washington State Sales Tax.

Next Meeting

The Board of Trustees will next meet Thursday, February 14, 2002, at 1:00 p.m. in Barge Hall, Room 412 on the Ellensburg campus of Central Washington University.

Adjourned at 2:50 p.m. – a public debriefing session followed for 20 minutes

Judy B. Miller, Secretary to the

Board of Trustees

Gwen Chaplin, Chair

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December 5-6, 2001

Board of Trustees
Central Washington University

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