

3-15-2002

2002 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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Approved May 10, 2002

Board of Trustees Minutes

Special/Regular Meetings

March 14-15, 2002

March 14, 2002

Board members and Dr. McIntyre met with the Wenatchee Valley College president and board of trustees for dinner at the Wenatchee Golf and Country Club. No action was taken.

March 15, 2002

Board Committee Meetings (8:00 a.m. to 1:00 p.m.) Trustees met with President McIntyre from 8:00 a.m. to 9:30 a.m. at the WestCoast Wenatchee Center Hotel to discuss budget and hiring issues and management objectives. The group moved to Wenatchee Valley College where individual committees met from 10:00 a.m. to 10:45 a.m. and a Committee of the Whole reviewed various university issues from 10:45 a.m. to noon. Trustees, Dr. McIntyre, various CWU staff, and Wenatchee Valley College administrators met for lunch from 12:00 to 1:00 p.m. No action was taken.

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

Present

Mrs. Gwen Chaplin, Chair
Ms. Leslie Jones (*by telephone*)
Mr. Ken Martin
Mr. Jay Reich
Mr. Justin Silvers

Absent

Ms. Nadine Romero
Mr. Mike Sells, Vice Chair
Ms. Judy Yu

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
Dr. Charlotte Tullos, Vice President for Student Affairs and Enrollment Management

Introductions

Mrs. Chaplin introduced Wenatchee Valley College President Jack Becherer and members of his staff who were present.

Approval of Minutes

Motion 02-11: Mr. Reich moved, seconded by Mr. Martin, that the board approve minutes of their meetings February 13-14, 2002. Motion carried.

Changes to the Agenda

The status of two agenda items was adjusted from discussion to action: Item 6, Program Proposal – Special Education Broad Area Major and Item 12, S & A Supplemental Allocation.

Board Chair Report

Mrs. Chaplin reported that members of the Boards of Trustees of Wenatchee Valley College and CWU met for dinner at the Wenatchee Golf and Country Club Thursday evening and discussed issues of mutual concern. Following dinner, former trustee Wilf Woods hosted the group for a student recital at *The Woodshed* conservatory.

Dr. McIntyre presented budget scenarios prepared by Shelly Johnson during the breakfast session Friday morning and briefed the board on hiring and legislative issues. The Committee of the Whole received a SUB/REC project update. Scope of the project and concerns over the student fees were reviewed. Jen Gray shared an 8-minute videotape of CWU "Newreel" highlights developed for donors, alums, and public service groups and a 30-second recruiting commercial.

Trustees will continue a discussion of tuition increase options May 10, hoping to avoid the maximum tuition increase authorized by the governor. Student fees must be reviewed as a total package.

President's Report

President McIntyre announced that Senator Maria Cantwell has agreed to speak at commencement ceremonies on the Ellensburg campus June 8. Larry Hanson, publisher emeritus of the Everett Herald, will speak at the west side ceremonies on the campus of Highline Community College June 9.

Legislative Update

Ann Anderson, Director of Government Relations, presented a legislative update that included budget concerns, tuition issues, employee salary and health benefits, and capital budget highlights. Operating budgets will be reduced 5 percent across the board, \$350,000 will be provided for enrollment recovery and stabilization, and \$374,000 for recruitment and retention. Capital budget detail preserved all projects funded in the first year of the biennium (including our music education facility) and funds were allocated for CWU Steilacoom Center classroom space in a new building on the campus Pierce Community College. An economic stimulus package will allocate \$2.5 million for deferred maintenance and roofing projects. Tuition-setting authority for resident undergraduate students was set at 14 percent; graduate tuition and nonresident undergraduate tuition is discretionary.

Hiring Update

In a recent directive regarding travel and hiring, the governor requested that college and university presidents impose controls over hiring, travel, and equipment. In response, all hiring and equipment requests come ultimately to the president following scrutiny in divisions. Each case is carefully reviewed.

Board Committees

Academic Affairs – Jay Reich

Professor Lee Plourde, director of the education program at Wenatchee, reviewed the strengths of our program and indicated that Central is providing significant education opportunities for people in the Wenatchee area. The community is eager for even more four-year opportunities.

Action

Program Proposal – Special Education Broad Area Major

The proposed Special Education Broad Area Major approved by the Faculty Senate requires no additional funds, space, or related curriculum additions. It provides kindergarten through secondary preparation for students seeking to teach special education. The emphasis in this major is across age levels and includes

additional preparation in teaching students with exceptionalities at the preschool age as well as added preparation in instruction methodology in reading language arts, and mathematics in inclusive settings.

Motion 02-12: Mr. Reich moved, seconded by Mr. Silvers, that the board adopt the Program Proposal – *Special Education Broad Area Major* as submitted. Motion carried.

Resource Development – Ken Martin

Ken Martin chaired a joint session of the Resource Development and Student Affairs Committees. Mr. Corona reported that bond counsel and an underwriter have been selected for the Kamola Project. There is considerable interest in the Kamola Project bids. Construction on that project will begin this summer with occupancy scheduled for Fall 2003. Graduate Studies and Research has processed 86 grant proposals to external agencies, 38 of which have been approved, for over \$2 million in funding.

Action

Flexible Spending Accounts

Under this plan, individual employees could choose to reduce their salary by a specific amount each pay period and have that money deposited into a flexible spending account to be used to pay medical and dental expenses, such as deductibles and co-pays. The proposal would authorize the implementation of the plan as a new employee benefit.

Motion 02-13: Mr. Martin moved, seconded by Mr. Reich, that the Vice President for Business and Financial Affairs be authorized to set up a Flexible Spending Account, including contracting with a third party administrator for the plan. Motion carried.

Endowment Spending Budget FY 2002-03-29

The University Endowment Spending Budget for FY 2002-03 was prepared in accordance with the CWU Foundation Investment Committee guidelines.

Motion 02-14: Mr. Martin moved, seconded by Mr. Silvers, that the FY 2002-03 University Endowment Spending Budget be approved. Motion carried.

Student Affairs – Ken Martin, Chair, and Justin Silvers

Mr. Silvers reviewed fund-raising priorities and marketing plans. Several high school honors nights are scheduled this spring to recognize outstanding high school students and their parents and encourage students to attend Central.

Action

Services and Activities Fees Budget Line

The Services and Activities Fees Committee is proposing that a separate S&A budget line be established for the Samuelson Union Building maintenance and equipment reserves under the signatory authorization of the Vice President for Student Affairs and Enrollment Management. Presently, this budget is held within the S&A reserves and would require Board of Trustees' action each time it is used.

Motion 02-15: Mr. Silvers moved, seconded by Mr. Martin, that the board establish a separate S&A budget line for the Samuelson Union Building maintenance and equipment reserve under the signatory authority of the Vice President for Student Affairs and Enrollment Management. Motion carried.

Drug and Alcohol Policy – revision

The Central Washington University Drug and Alcohol Policy has been updated to reflect changes that have occurred since the current policy was adopted in 1998. These changes include a more comprehensive overview of drug and alcohol use and prevention on campus and parental notification procedures. Mrs. Chaplin requested a report on the effectiveness of parental notification.

Motion 02-16: Mr. Silvers moved, seconded by Ms. Jones, that the Central Washington University Drug and Alcohol Policy be approved as revised. Motion carried.

Services and Activities (S&A) Supplemental Allocation

The Services and Activities Fees Committee approved a supplemental allocation to the ASCWU Board of Directors in the amount of \$6,356 for goods and services through the end of this fiscal year and the purchase of two computers; \$12,000 to the CWU Vocal Jazz Choir to perform at the National MENC Convention in Nashville, Tennessee; \$8,078 to the CWU Rugby Club for travel to regional playoffs and an additional \$11,180 for travel to nationals should they reach that stage of the playoffs; and \$7,500 to set up a fund which can be accessed by students not eligible for club funding to attend conferences, meetings and seminars.

Motion 02-17: Mr. Silvers moved, seconded by Mr. Reich, that guidelines for review and allocation of supplemental Services and Activities Fees be reviewed and that the proposed allocations for the ASCWU Board of Directors, Vocal Jazz Choir, and Rugby Club be approved as submitted. Motion carried.

Discussion

Proposed Increase in Health and Counseling Charges

The Student Health Advisory Committee proposed that the current \$45 mandatory Health and Counseling Fee per academic quarter be increased by \$15 to \$60, effective Fall Quarter, 2003. Also, it is proposed that the mandatory \$25 fee for summer quarter be increased by \$15 to \$35, effective Summer Quarter, 2002. The purpose of the fee is to provide most medical and counseling services for students. The program is self-supporting with some S&A funds. Most services are free of charge to students. The ASCWU Board of Directors has approved these proposals. This proposed increase will cover health and counseling services and additional services provided by the Wildcat Wellness Center.

Other Action Items

Naming Policy

The CWU Development Oversight Committee recommended a revised University Naming Policy. The naming policy covers the naming of university facilities and landmarks and is part of the university's *Policies Manual* (Part 2-2.24). This policy supersedes the old naming policy.

Motion 02-18: Mr. Martin moved, seconded by Mr. Silvers, that the CWU Naming Policy be approved as revised. Motion carried.

Naming Request Approval

The CWU Development Oversight Committee recommends approval of a request to name the rose garden at the southeast corner of Shaw-Smyser in memory of Mrs. Gloria J. Craig.

Motion 02-19: Mr. Martin moved, seconded by Mr. Reich, that the rose garden at the southeast corner of Shaw-Smyser be named in memory of Mrs. Gloria J. Craig. Motion carried.

Other Reports

Faculty Senate – no report

ASCWU Board of Directors

President Dustin Stahl reported that women's flag football will begin this spring. The ASCWU Board of Directors has been involved in state legislative activity on collective bargaining and tuition issues.

Staff Organizations – Staff representative Dale Hubbard, president of CWU Local 330, Washington Federation of State Employees submitted a written report.

Communications – *none received*

Consent Agenda

Motion 02-20: Mr. Sells moved, seconded by Mr. Silvers, that report items 20 – 22 be received collectively, and action items 23 – 27 be approved collectively. Motion carried. (*Mr. Silvers abstained. Student trustees are not permitted to vote on personnel matters.*)

Personnel Consent Reports

Visiting/Exchange Faculty – 20

Bon, Koisumi, OISP Visiting Scholar, Shimane Women's College, 1 FTE, Sept 15, 2001 – March 31, 2002

Yangqian, Ke, OISP Visiting Scholar, Shimane Women's College, 1 FTE, Sept 1, 2001 – June 30, 2002

Non-Tenure-Track Faculty Appointments – 21

<i>Name</i>	<i>Title</i>	<i>Department</i>	<i>% FTE</i>	<i>Effective Date</i>
Allen, Robert L.	Lecturer, Business Administration		67%	Spring Quarter, 2002
Armstrong, Sue T.	Lecturer, Business Administration		33%	Spring Quarter, 2002
Armstrong, Sue T.	Lecturer, Law & Justice		27%	Spring Quarter, 2002
Bicchieri, Pedro	Lecturer, Asia University America Program		1.00	February 19, 2002 - July 21, 2002
Botcher, Lucy	Lecturer, Biological Sciences		80%	Spring Quarter, 2002
Brugger, Carrie	Lecturer, Geological Sciences		89%	Spring Quarter, 2002
Christiansen, Steven	Lecturer, Law & Justice		27%	Winter Quarter, 2002
DaVault, Kent	Lecturer, Asia University America Program		1.00	March 1, 2002 - February 28, 2003
Duca, Diane J.	Lecturer, Business Administration		33%	Spring Quarter, 2002
Dunn, James I.	Lecturer, Science Education		40%	Spring Quarter, 2002
Follett, Kimberly A.	Lecturer, Law & Justice		27%	Spring Quarter, 2002
Glenn, Elaine F.	Lecturer, Geography		33%	Spring Quarter, 2002
Goedeker, Patricia	Lecturer, Asia University America Program		1.00	February 19, 2002 - July 21, 2002
Granitto, Andrew	Lecturer, Anthropology		27%	Spring Quarter, 2002
Harper, Lila M.	Lecturer, Computer Sciences		27%	Spring Quarter, 2002
Hartshorn, James	Lecturer, Asia University America Program		1.00	March 1, 2002 - February 28, 2003
Horowitz, Kate	Adjunct, OISP		10%	Spring Quarter, 2002
Hubbard, Susan B.	Lecturer, Law & Justice		27%	Spring Quarter, 2002
Jensen, Jessica M.	Lecturer, Law & Justice		27%	Spring Quarter, 2002
Jensvold, Mary L.	Lecturer, Anthropology		27%	Spring Quarter, 2002
Johnson, Stephanie	Lecturer, Asia University America Program		1.00	March 1, 2002 - February 28, 2003
Kapur, Vijay	Lecturer, Business Administration		33%	Spring Quarter, 2002
Larkin, Richard F.	Lecturer, Business Administration		67%	Spring Quarter, 2002
Lasik, John J.	Lecturer, Business Administration		33%	Spring Quarter, 2002
Lentz, Florence K.	Lecturer, Anthropology		20%	Spring Quarter, 2002
Lundblad, Steven P.	Lecturer, Geological Sciences		66%	Spring Quarter, 2002
Neller, Angela J.	Adjunct Researcher, Anthropology		50%	Feb 16, 02 – Nov 15, 02
Ota, Robert	Lecturer, Computer Science		53%	Spring Quarter, 2002
Pidduck, Carol N.	Lecturer, Law & Justice		27%	Spring Quarter, 2002
Reynolds, Douglas N.	Associate Professor, Biological Sciences		40%	Spring Quarter, 2002
Rodden, Rick E.	Lecturer, Science Education		20%	Spring Quarter, 2002
Schwartz, Ronald F.	Lecturer, Business Administration		33%	Spring Quarter, 2002
Smith, Keith L.	Lecturer, Business Administration		33%	Spring Quarter, 2002
Soltz, Robbie	Lecturer, Human Environment for AUAP Sheltered Content Course		06%	February 16, 2002 - April 20, 2002
Soltz, Robbie	Lecturer, Geography		33%	Spring Quarter, 2002
Tito, Joan	Lecturer, Business Administration		67%	Spring Quarter, 2002

Ursino, Brian A.	Lecturer, Law & Justice	27%	Spring Quarter, 2002
Weitz, Sally	Lecturer, Asia University America Program	30%	February 16, 2002 - April 30, 2002
Wickstrom, Stefanie D.	Lecturer, Political Science	33%	Spring Quarter, 2002
Width, Dale G.	Lecturer, Mathematics	33%	Spring Quarter, 2002
Willis, Scott	Lecturer, Law & Justice	27%	Spring Quarter, 2002
Wilson, Asher B.	Lecturer, Accounting	33%	Spring Quarter, 2002
Woods, Jr., William P.	Lecturer, Business Administration	33%	Spring Quarter, 2002
Zentner, Nicolaus C.	Lecturer, Geological Sciences	27%	Spring Quarter, 2002

Exempt Employee Appointments – 22

Johnson, Jaqualyn, Career Counselor, Career Development Services, effective February 1, 2002
Murray, Cynthia, Career counselor, Career Development Services, effective February 16, 2002
Street, Elizabeth M., Executive Assistant to the President, effective January 2, 2002

Personnel Consent Action

Faculty Tenure-Track Appointment – 23

Johansen, Anne M., Assistant Professor, Chemistry, effective September 16, 2002

Faculty Overload Appointments – 24

Lee, C. Christopher, Professor, Business Administration, 33%, Spring Quarter, 2002
Rawashdeh, Mufeed, Assistant Professor, Accounting, 33%, Spring Quarter, 2002
Schepman, Stephen B., Professor, Business Administration, 33%, Spring Quarter, 2002
Stahelski, Anthony, Professor, Business Administration, 33%, Spring Quarter, 2002

Faculty Leave Without Pay – 25

Kleck, Judith, Professor, English, 1.0 FTE, effective Spring Quarter, 2002

Distinguished Civil Service Status – 26

Basteyns, Donna, Secretary Senior, Campus Life, effective March 29, 2002 [30 years]
Giaudrone, Robert, Heavy Equipment Operator, Facilities Mgmt, effective February 28, 2002 [30 years]

Facilities Consent Action

McConnell Theatre Remodel Project – 27

Authority delegated to the Vice President for Business and Financial Affairs or designee to select and contract with a consultant to design the McConnell Theatre Remodel.

Executive Session

The board entered an executive session at 2:30 p.m. for 15 minutes to review progress on collective bargaining negotiations, a topic that is excluded from the open meetings act per RCW 42.30.140. [The act "shall not apply to . . . (4) . . . (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining . . ."]

Next Meeting

The Board of Trustees will next meet Friday, May 10, 2002, at 1:00 p.m. in Barge 412 on the Ellensburg campus of Central Washington University.

Adjourned at 2:45 p.m. – a public debriefing session followed for 20 minutes

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

Gwen Chaplin, Chair
Board of Trustees
Central Washington University