

5-11-2002

2002 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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Approved June 8, 2001

**Central Washington University
Board of Trustees
Special/Regular Meetings
May 10-11, 2001**

May 10, 2001

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

May 11, 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 two hours to review budget issues with administrative staff, faculty, and students. Committees met separately from 11:00 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.

Reconvened in Regular Session (1:00 p.m.)

Present

Mr. Ken Martin
Ms. Shawnte Pearson
Ms. Nadine Romero
Mr. Mike Sells, Vice Chair
Ms. Judy Yu

Absent

Mrs. Gwen Chaplin, Chair
Ms. Leslie Jones
Mr. Jay Reich

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

Introductions

Approval of Minutes

Motion 01-14: Ms. Pearson moved, seconded by Ms. Yu that the board approve minutes of the regular and special board meetings of April 13, 2001. Motion carried

Board Chair Report

Vice Chair Mike Sells reviewed issues discussed during the morning committee sessions. Various budget scenarios were discussed. Mr. Sells encouraged patience in this time of scarce state resources.

Board of Trustees

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May 11, 2001

President's Report

Legislative Issues and Strategies

Ann Anderson, our new director of Government Relations, is working with Linda Schactler to manage Central's legislative effort. Their partnership has been valuable during this transitional period. Operational and capital budgets may not be determined until June. Our top capital priority remains the music education facility, now proposed as a phased project over the next two biennia.

Update on Budget and Enrollment

Budget considerations were reviewed. Enrollment will be rebased at 7470 FTE for the biennium.

Synthesizing Committee Update

Provost Dauwalder reviewed the composition, charge, and process of the Strategic Planning Synthesizing Committee. Broad input from the university community was analyzed to create a set of goals and subgoals. A vision statement was also formulated. A draft one-page document containing the vision, mission, and goals was presented. The board thanked all those who contributed to the effort.

Market Study Executive Summary

The development of Central Washington University's Enrollment Recovery, Growth and Management Plan relies, in part, on effective recruitment and outreach strategies. The first step in preparing recruitment and outreach strategies is to conduct a market study where the research is designed to thoroughly understand the market (past, current, and potential) and the needs of the state of Washington. STAMATS Communications (Cedar Rapids, Iowa), an organization specializing in higher education, was selected as the contractor to conduct the market study. They will examine the factors that lead students to select an institution. Various small focus groups of current students, traditional and nontraditional, Westside and graduate students, prospective students and their parents, and high school and community college counselors will be surveyed. Policy and strategy recommendations will result by the target date of June 30.

Update on Searches

President McIntyre thanked Linda Beath and her committee for their work on the search committee for the Provost/Senior Vice President for Academic Affairs. Terry Martin, chair of the search committee for the Vice President for Student Affairs and Enrollment Management, was also commended for her fine effort and that of her committee. Both searches were successfully completed.

Board Committees

Academic Affairs – Nadine Romero, Chair, and Jay Reich

Members of the committee heard a presentation by Robert Lupton, Professor of Administrative Management and Business Education, on some pioneering marketing and retail management courses taught using the Internet. Ms. Romero applauded the efforts of Wendy Bohrsen, Director of SOURCE (Symposium on Undergraduate Research and Creative Expression) and Provost Dauwalder for their support of this excellent program now in its sixth year.

Teacher education (NCATE) and College of Business (AACSB) accreditation efforts were reviewed. Richard Mack, Associate Vice President for Graduate Studies and Research and Faculty, provided an overview of the grants program. Applications have doubled over the last year and 75 percent were funded. Wendy Bohrsen was praised for her efforts to bring Hispanic youth to campus.

Resource Development – Judy Yu, Chair, and Mike Sells

Action

Parking

Parking rates have not been increased for six years. Lots have been acquired and improved in response to demands from the university community. Annual rate increases are proposed for faculty and staff of \$10 (to \$90) in Fall 2001 and an additional \$10 (to \$100) in Fall 2002. For students, an academic year increase of \$5 (to \$75) is proposed for Fall 2001 and an additional increase of \$5 (to \$80) in Fall 2002. The differential rates are justified because faculty and staff

have a year-round presence and their permits allow parking anywhere on campus, while students cannot park in faculty and staff lots.

It is proposed that the university offer employees parking as a nontaxable fringe benefit, in lieu of compensation, in accordance with Internal Revenue Code Section 132(f). Under this plan, employees can choose to reduce their taxable gross income in exchange for receiving a nontaxable parking permit. Taking the payroll deduction for parking permits on a pretax basis saves employees from 12 percent to 25 percent of the cost of the permit, depending on their individual federal income tax withholding rate.

Motion 01-15: Ms. Yu moved, seconded by Mr. Martin that parking rates be increased \$10 for faculty and staff and \$5 for students for Fall 2001, and that an additional \$10 for faculty and staff and \$5 for students be implemented for Fall 2002. Also approved is a proposal to implement a parking plan under section 132(f) of the Internal Revenue Code, and that the definition of "compensation" in the CWU Retirement Plan Document be amended to include salary reductions under IRS code section 132. Motion carried.

Fiscal Year 1999-00 Financial Report

The university financial report for July 1, 1999 through June 30, 2000 was presented for review. The Controller's staff was commended for their work on the report. Rosario Herrera provided the graphic design.

Motion 01-16: Ms. Yu moved, seconded by Ms. Pearson that the board accept the Financial Report of Central Washington University for the period of July 1, 1999 through June 30, 2000. Motion carried.

Discussion

Kamola Hall Restoration Project

Details of the project to restore Kamola Hall were reviewed. Additional information will be presented in June.

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

Discussion

Quality of Life Facilities Strategic Planning

Maren Oates, chair of the Quality of Life Facility Strategic Planning committee, summarized the report she presented to the Student Affairs Committee. The current proposal includes a phased facility – a recreation center with a 2004 projected occupancy date and a union building with a 2006 projected occupancy date. The facility will be centrally located near residence halls. Over 1,600 students were surveyed to determine facility preferences. Potential fees were reviewed. The board commended Ms. Oates and her committee for their quality effort.

S&A Fees Budget Allocations 2001-03

The Services and Activities Fees Committee has approved allocations for 2001-03. 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 01-17: Mr. Martin moved, seconded by Ms. Pearson that the Services and Activities Fees Committee allocations for 2001-03 be approved as submitted. **Motion withdrawn.** *(Item is discussion only, will be considered for action June 8.)*

Other Items

Action

Resolutions Delegating Board Authority

Amendments to the board resolutions delegating authority to change faculty assignments and appoint special faculty and exempt employees were presented for review. References to the *Faculty Code of Personnel Policy and Procedure* and *Exempt Employees' Code of Personnel Policy and Procedure* were outdated and inaccurate. The

earlier resolutions were amended so faculty and exempt delegation appears in separate resolutions, code references are accurate, and sexist language is removed.

Motion 01-18: Ms. Romero moved, seconded by Mr. Martin that **Resolution 01-01** (*formerly Resolution 78-6*) delegating the Board of Trustees' powers and duties to the president and the president's designees to make changes in assignments of faculty and special (up to one year) appointments to the faculty and **Resolution 01-02** (*formerly Resolution 78-8*) delegating to the president and the president's designees the power and duty to appoint exempt employees be approved. Motion carried. (*Resolutions 01-01 and 01-02 are attached.*)

Discussion

Faculty Code Changes

Provost Dauwalder reviewed the process used to change the *Faculty Code of Personnel Policy and Procedure* and efforts made to collect faculty input on changes. The Faculty Senate passed these noncontroversial changes.

Exempt Code Changes

Proposed changes to the *Exempt Employees Code of Personnel Policy and Procedure* were reviewed.

Exempt Salary Plan

Proposed changes to the Exempt Employees' Salary Plan were discussed and some language clarified. The President's Advisory Council has reviewed the plan.

Other Reports

Faculty Senate

Dr. Nelson stated that the Faculty Senate Salary Administration Board will present a report to the Faculty Senate May 16 and the Board of Trustees June 8. Bill Bender, representing the Faculty Senate Budget Committee, shared a presentation on budgetary process and benchmarks. Members of the Faculty Senate Budget Committee collaborated with Business and Financial Affairs to produce the report. The budget committee of the Faculty Senate prepared this report "to allow the faculty to understand the university budgetary processes and establish a benchmark to understand funding levels." The purpose of the report is to inform and educate. It will help faculty understand the budget process and work in collaboration.

ASCWU Board of Directors

Maren Oates reported that new officers have been elected to the ASCWU Board of Directors positions. This was the first year for on-line voting and 31 percent of those voting used that medium. Nate Harris was a successful write-in candidate for Vice President for Equity and Community Service. Other officers include President – Dustin Stahl, Executive Vice President – Steven Erickson, Vice President for Clubs and Organizations – Emily Ravsten, Vice President for Academic Affairs – Alyssa Scarth, Vice President for Student Life and Facilities – Jessica Sutton, and Vice President for Political Affairs – Reggie Ramey.

Staff Organizations – Dale Hubbard, president of Local 330 – Washington Federation of State Employees, represented staff organizations. There was no report but Mr. Hubbard expressed concern that not all employees supported the parking proposal.

Communications – none received

Consent Agenda

Motion 01-19: Mr. Martin moved, seconded by Ms. Yu that report items 23, 24, and 25 be received collectively, and action items 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, and 36 be approved collectively. Motion carried. (*Ms. Pearson abstained. Student trustees are not permitted to vote on personnel matters.*)

Personnel Consent Reports

Report of Non-Tenure-Track Faculty Appointments – 23

Alexander, Robert	Lecturer, Curriculum & Supervision	16%	spring quarter, 01
Amrine, Steve	Lecturer, Physical Ed Health Ed & Leisure Services	7%	spring quarter, 01
Backlund, Judy	Lecturer, Curriculum & Supervision	7%	spring quarter, 01
Bliss, Kelley	Lecturer, Music	20%	spring quarter, 01
Carpio, Gerald	Lecturer, Industrial & Engineering Technology	27%	spring quarter, 01
Coppin, Paul	Lecturer, Curriculum & Supervision	7%	spring quarter, 01
Douglas, Gerri	Lecturer, Curriculum & Supervision	40%	spring quarter, 01
Durkee, James	Lecturer, Music	4% add	spring quarter, 01
Evans, Buckley	Lecturer, Teacher Ed Programs	33%	spring quarter, 01
Fendell, Gary	Lecturer, Curriculum & Supervision	16%	spring quarter, 01
Fitch, Landon	Lecturer, Curriculum & Supervision	37%	spring quarter, 01
Gries, Margret C.	Lecturer, Music	2% add	spring quarter, 01
Hagen, Kathleen	Lecturer, Curriculum & Supervision	37%	spring quarter, 01
Harper, Lila M.	Lecturer, English	33% add	spring quarter, 01

Jasinek, Gary	Lecturer, Music	27%	spring quarter, 01
Lalley, Madalon	Lecturer, Curriculum & Supervision	7%	spring quarter, 01
Larson, Judy	Lecturer, Curriculum & Supervision	32%	spring quarter, 01
Melvin, Shawne	Lecturer, Music	13%	spring quarter, 01
Mitchell, Dale	Lecturer, Curriculum & Supervision	48%	spring quarter, 01
Otjen, Doug	Lecturer, Curriculum & Supervision	37%	spring quarter, 01
Pickett, Barbara	Lecturer, Music	10% add	spring quarter, 01
Robertson, Gerald	Lecturer, Curriculum & Supervision	37%	spring quarter, 01
Spencer, Mia	Lecturer, Music	4%, add	spring quarter, 01

Report of Faculty Resignations – 24

Kent, Eliza, Assistant Professor, Philosophy, effective June 15, 2001

Report of Administrative Exempt Appointments – 25

Sumner, William Q., Scientific Programmer, Geological Sciences, effective April 16, 2001

Personnel Consent Action

Promotion and Tenure – 26

Promotion to Professor – effective Fall Quarter 2001

<u>Faculty Member</u>	<u>Department</u>	<u>College</u>
Joseph Brooks	Music	Arts & Humanities
Virginia Erion	Teacher Education Programs	Education & Prof. Studies
JoAnn DeLuca	Chemistry	Sciences
John Gerdes	Chemistry	Sciences
Steven Hackenberger	Anthropology	Sciences
Gerard Hogan	Library	
Andrew Jenkins	PE, Health Ed, & Leisure Serv	Education & Prof. Studies
Natalie Lefkowitz	Foreign Language	Arts & Humanities
Chenyang Li	Philosophy	Arts & Humanities
Joshua Nelson	Foreign Language	Arts & Humanities
J. Michael Olivero	Law & Justice	Sciences
Carrie Rehkopf-Michel	Music	Arts & Humanities
Steve Schmitz	Curriculum & Supervision	Education & Prof. Studies

Promotion to Associate Professor – effective Fall Quarter 2001

<u>Faculty Member</u>	<u>Department</u>	<u>College</u>
Kim Bartel	Admin. Mgt. & Business Ed.	Education & Prof. Studies
William Bender	Industrial & Engineering Tech.	Education & Prof. Studies
Lori Braumstein	Admin. Mgt. & Business Ed.	Education & Prof. Studies
Rodney Bransdorfer	Foreign Language	Arts & Humanities
Jeffrey Daniels	Psychology	Sciences
William Folkestad	Art	Arts & Humanities
Craig Johnson	Industrial & Engineering Tech.	Education & Prof. Studies
Martha Kurtz	Chemistry	Sciences
C. Christopher Lee	Business Administration	Business
Mary Lochrie	Admin. Mgt. & Business Ed.	Education & Prof. Studies
Robert Lupton	Admin. Mgt. & Business Ed.	Education & Prof. Studies
Melody Madlem	PEHLS	Education & Prof. Studies
Mark Oursland	Mathematics	Sciences
Mark Polishook	Music	Arts & Humanities
Todd Schaefer	Political Science	Sciences
Carin Thomas	Chemistry	Sciences

Thomas Wellock	History	Arts & Humanities
Dale Wilson	Industrial & Engineering Tech.	Education & Prof. Studies
Marla Wyatt	Family & Consumer Sciences	Education & Prof. Studies

Tenure – effective Fall Quarter 2001

<u>Faculty Member</u>	<u>Department</u>	<u>College</u>
Amby, Joan	Curriculum & Supervision	College of Education & Prof Studies
Bransdorfer, Rodney	Foreign Language	College of Arts & Humanities
Cann Casciato, Daniel	Cataloging	Library
Culjak, Toni	English	College of Arts & Humanities
DeLuca, Joann	Chemistry	College of the Sciences
Folkestad, William	Art	College of Arts & Humanities
Gerdes, John	Chemistry	College of the Sciences
Huckabay, James	Geography	College of the Sciences
Kurtz, Martha	Chemistry	College of the Sciences
Lambert, Connie	Teacher Education Programs	College of Education & Prof Studies
Lee, Christopher	Business Administration	College of Business
Lillquist, Karl	Geography	College of the Sciences
Lochrie, Mary	Admin Mgt & Business Ed	College of Education & Prof Studies
Oursland, Mark	Math	College of the Sciences
Polishook, Mark	Music	College of Arts & Humanities
Schaefer, Todd	Political Science	College of the Sciences
Schmitz, Steve	Curriculum & Supervision	College of Education & Prof Studies
Thomas, Carin	Chemistry	College of the Sciences
Wellock, Thomas	History	College of Arts & Humanities
Williams, Wendy	Psychology	College of the Sciences
Woodcock, Don	Curriculum & Supervision	College of Education & Prof Studies
Wyatt, Marla	Curriculum & Supervision	College of Education & Prof Studies
Yang, Taiqian	Industrial & Engineering Tech	College of Education & Prof Studies

Distinguished Professor Awards – 27

Lary D. Gookin – Distinguished University Professor – Teaching
 Ethan Bergman – Distinguished University Professor – Public Service
 Robert J. Carbaugh, Distinguished University Professor – Research/Artistic Accomplishment

Professor Emeritus Appointment – 28

Klug, Linda M., Professor, Anthropology, effective June 8, 2001 [31 years]

Appointment of Tenure-Track Faculty – 29

Chueh, Yvonne C	Assistant Professor of Mathematics	effective September 16, 2001
Murataya, Rodrigo	Assistant Professor of Law & Justice	effective September 16, 2001
Tidd, Ronald R	Associate Professor, Accounting	effective September 16, 2001

Reappointment of Faculty in First Year of Service for 2001-02 Academic Year – 30

With no Assurance of Tenure

Plourde, Lee, Assistant Professor, Curriculum and Supervision
 Christiansen, Shawn, Associate Professor, Family and Consumer Sciences

Program Director Appointments – 31

Atkinson, Mary Anne, temporary director, Master of Professional Accountancy program, effective March 16 through June 15, 2001

Ruble, Michael R., temporary assistant director, Master of Professional Accountancy program, effective March 16 through June 15, 2001

Program Approval – 32

BA/BS General Studies Degree Program

Program – Minor, Certificate – 33

Master Teacher Degree (M.Ed.) approval was received from the Higher Education Coordinating Board. The program will be offered at each of our six university centers.

Faculty Leave Without Pay – 34

Backlund, Philip, Professor, Communication, 2001-02 academic year with time to count toward seniority.

Faculty Overload Assignments – 35

Alawiye, Osman	Professor, Curriculum & Supervision	17%	spring quarter, 01
Braunstein, Lori	Assistant Professor, Admin Mgmt and Business Ed	20%	spring quarter, 01
Chevedden, Paul	Lecturer, History	7%	spring quarter, 01
Cheyne, Irene	Lecturer, Administrative Mgmt and Business Ed	20%	spring quarter, 01
Christiansen, Shawn	Assistant Professor, Family and Consumer Sciences	14%	spring quarter, 01
Dippmann, Jeffrey	Lecturer, Philosophy	7%	spring quarter, 01
Erdman, Ruth	Lecturer, English	7%	spring quarter, 01
Gerrer, Karen	Lecturer, Philosophy	7%	spring quarter, 01
Harper, Lila	Lecturer, English	3.5%	spring quarter, 01
Jacobs, Stanley	Professor, Business Administration	7%	spring quarter, 01
Johnson, Marlyne	Lecturer, Administrative Mgmt and Business Ed	13%	spring quarter, 01
Lupton, Natalie	Lecturer, Administrative Mgmt and Business Ed	20%	spring quarter, 01
Lupton, Robert	Asst Professor, Administrative Mgmt and Business Ed	27%	spring quarter, 01
Madlem, Melody	Asst Prof, Physical Ed, Health Ed & Leisure Services	7%	spring quarter, 01
Marra, Linda	Lecturer, Music	7%	spring quarter, 01
Moody, Rex	Assistant Professor, Business Administration	7%	spring quarter, 01
Olson, Debbie	Lecturer, English	7%	spring quarter, 01
Plourde, Lee	Assistant Professor, Curriculum & Supervision	7%	spring quarter, 01
Roberts, Scott	Assoc Prof, Physical Ed, Health Ed & Leisure Services	7%	spring quarter, 01
Unruh, Richard	Assistant Professor, Curriculum & Supervision	13%	spring quarter, 01
Williams, Garey	Lecturer, Music	7%	spring quarter, 01

Distinguished Civil Service Status – 36

Bryant, Fred, Carpenter Maintenance, Facilities Management, effective March 31, 2001 [27 years]

Next Meeting

The Board of Trustees will next meet in regular session at 1:00 p.m. Friday, June 8, 2001, in Barge 412 on the Ellensburg campus of Central Washington University.

Adjourned at 2:14 p.m. – a public debriefing session followed for 31 minutes

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

Gwen Chaplin, Chair
Board of Trustees
Central Washington University

Attachments: Resolutions 01-01 and 01-02