

12-6-2002

2002 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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Approved February 14, 2003

Board of Trustees Minutes

Special/Regular Meetings

December 5-6, 2002

December 5, 2002

Board members met with Dr. McIntyre for dinner following the President's Holiday Reception. No action was taken.

December 6, 2002

Board Committee Meetings (8:00 a.m. to 1:00 p.m.) Trustees met with President McIntyre from 8:00 a.m. to 10:00 a.m. in Barge 410. Individual committees met from 10:00 a.m. to 12:00 p.m. to review various academic, fiscal, and student affairs issues. No action was taken.

Reconvened in Regular Session (1:12 p.m.)

Present

Ms. Gwen Chaplin, Chair
Ms. Jennifer Hazen
Mr. Ken Martin, Vice Chair
Mr. Jay Reich
Ms. Nadine Romero
Mr. Mike Sells
Ms. Judy Yu

Absent

Ms. Leslie Jones

Others Present

Dr. Paul Baker, Vice President for University Relations
Dr. Michael Braunstein, Chair, Faculty Senate
Mr. Rich Corona, Vice President for Business and Financial Affairs
Mr. Nate Harris, President, Board of Directors, Associated Students of Central Washington University
Ms. Teresa C. Kulik, Senior Assistant Attorney General
Dr. Jerilyn S. McIntyre, President
Ms. Judy B. Miller, Secretary to the Board
Dr. David Soltz, Provost/Senior Vice President for Academic Affairs
Dr. Charlotte Tullos, Vice President for Student Affairs and Enrollment Management

Introductions – Ms. Chaplin welcomed the group and proceeded with the agenda.

Approval of Minutes – 1

Motion 02-63: Mr. Sells moved, seconded by Mr. Reich, that the Board of Trustees approve minutes of their meetings October 10-11 and November 14, 2002. Motion carried.

Changes to the Agenda – 2

The following changes were presented for inclusion in the agenda: Item 1, addition of minutes of November 14, 2002; Item 8, S&A Supplemental Allocations – backup; Item 9, move to other action; Item 21, addition of Christine McDermott, Senior Director of Development, to exempt administrative appointments.

Board Chair Report – 3

A joint governing boards work group comprised of trustees and regents from the state's baccalaureate institutions and community colleges has been meeting to explore ways to support higher education. Mr. Reich is a member of the group and reported that institutions are communicating well with each other, recognizing commonalities and differences in goals and mission, but speaking with one voice in support of higher education. The real competition for scarce resources is not among institutions but rather with other deserving agencies in the state. Representatives of the work group have met with the governor and recognize that the situation is bleak for increased revenues.

Ms. Romero mentioned that she attended a recent legislative meeting with Ann Anderson in which a synopsis of state funding for higher education over the past decade was presented. Some members of the board attended a dedication ceremony for our joint education facility on the campus of Edmonds Community College in Lynnwood. Ms. Yu stated that CWU has a great reputation among the community colleges for effective collaborative efforts. Higher education centers on community college campuses will bring the higher education community together and more effectively meet student needs.

President's Report

SUB/REC Project Power Line Relocation

At the request of the board, transmission line relocation criteria for the SUB/REC project were discussed. Four major criteria and their corresponding weighting factors were reviewed: a) providing a safe place for students to learn, faculty to work, and community members to participate; b) minimizing off campus relocation impacts; c) minimizing cost impacts to taxpayers and students; and d) minimizing aesthetic impacts to community residents. Trustees added a fifth criteria – maximizing strategic permanence, a long-term solution to the relocation issue. Public forums will give community members an opportunity to discuss their interests.

Motion 02-6 4: Mr. Sells moved, seconded by Mr. Reich, that the following transmission line relocation criteria for the SUB/REC project be approved: a) providing a safe place for students to learn, faculty to work, and community members to participate; b) minimizing off campus relocation impacts; c) minimizing cost impacts to taxpayers and students; d) minimizing aesthetic impacts to community residents; and e) maximizing strategic permanence. Options will be evaluated according to the five criteria and route recommendations submitted to the board for approval. Motion carried.

Legislative Preview – 6

Government Relations Director Ann Anderson provided a legislative update and reviewed changes in the legislative contingents for local districts. Key legislative committees have new chairs and committee assignments are still being finalized. Capital budget discussions and their impact on the university's capital priorities were reviewed. The governor's operating budget proposal was discussed.

Higher education should not expect new enrollments, scholarship or program enhancements. Base budgets will be recalculated and institutions will be authorized to raise tuition in double-digit percentages to compensate for fewer state dollars. The state need grant will be matched commensurate with the tuition increase. Some recruitment and retention dollars will be included. Salary increases for state employees are doubtful. Programs are being evaluated for viability.

Celebrating Special Accomplishments – 7

Stacy Klippenstein and members of his Residence Living staff presented an overview of the first-year residential experience. Residence Living staff collaborate with student groups and academic departments to involve students in living and learning communities believing that involvement is the cornerstone of retention. Student support services offers peer mentoring and tutoring. Peers and faculty are powerful positive forces in retention efforts.

Board Committees

Academic Affairs – *Jay Reich, Chair, and Nadine Romero*

Members of the Academic Affairs Committee heard a report from the university's General Education Committee. The committee is making progress in identifying the kinds of courses required to produce an educated student with a broad, deep educational experience and a major focus. College of Arts and Humanities Dean Liahna Armstrong reported that the college is conducting curricular strategic planning to live within budget constraints. Extraordinary interdisciplinary efforts are also underway in the college. American sign language instruction and funds for arts performances were also discussed.

Action Items

Joint Resolution – Highline Higher Education Center [Resolution 02-08] – 6

November 14 the Board of Trustees of Highline Community College adopted a resolution supporting a joint higher education center collaboration with Central Washington University. That resolution was presented to the CWU Board of Trustees for consideration.

Motion 02-65: Mr. Reich moved, seconded by Ms. Yu, that the Board of Trustees of Central Washington University adopt **Resolution 02-08** supporting a collaborative education center involving the university and Highline Community College and that the boards work together to encourage gubernatorial and legislative support for the project. Motion carried.

New Degree – Environmental Geological Sciences – 7

Recognizing a curricular trend in geological sciences, the Faculty Senate approved a new baccalaureate program in Environmental Geological Sciences and forwarded it to the board for approval.

Motion 02-66: Mr. Reich moved, seconded by Ms. Romero, that the new program in Environmental Geological Sciences be approved. Motion carried.

Resource Development – *Ken Martin, Chair, and Mike Sells*

Mr. Martin reported that members of the Resource Development Committee received an update on the SUB/REC project and discussed fees that will be assessed. The approved \$159.00 fee is still viable. Components for the funding are still strong. The University Store will be an owner rather than a tenant. Favorable interest rates are expected to hold.

Joe Antonich reviewed the impact of current money market rates on the university's cash reserve and efforts to mitigate that impact. A new Request for Proposal for banking services will be issued in the next six months. Bob Borngrebe joined the business affairs team as Director of Dining Services December 1. The university has been honored for our outstanding energy-saving efforts by the state's Department of Administration. Buildings are more efficient, light fixtures and bulbs have been changed to more energy-efficient models, and energy consumption has been controlled to keep pace with increased commodity costs. Alternative energy sources to remove dependence on diesel as a backup fuel were discussed.

Christine McDermott has accepted the position of Senior Director of Development in University Relations. Development efforts are continuing to produce excellent results in increased dollars given as well as increased number of donors. The Students First scholarship initiative exceeded their \$1 million goal. An administrative fee has been levied on gifts to help manage administrative costs. A trustee scholarship was discussed.

Student Affairs – *Owen Chaplin, Jennifer Hazen, and Judy Yu*

Ms. Hazen reported that enrollment numbers continue to increase and that we are recruiting in international markets. Committee members discussed tuition waiver adjustments and diversity ideas. Jack Bishop reviewed attendance at football games and Lorinda Anderson discussed service activities. Students need to know now about the opportunities that will be available in the new SUB/REC facility. The current student union building is heavily used by students and boasts a new wireless laptop computing lab.

Action Items

S&A Supplemental Allocations – 8

Supplemental allocations from the Services and Activities Fees Committee were presented for board approval. The allocations include funds for salary increases in Campus Life and University Recreation, salary funding for the director of the Center for Student Employment, funding for an ASCWU public relations officer, ASCWU Observer advertisements, and ASCWU informational materials.

Motion 02-67: Mr. Reich moved, seconded by Mr. Sells, that \$37,541 in S&A supplemental allocations be approved as submitted. Motion carried.

Other Action Items

Military Leave [Resolution 02-09] – 9

Resolution 01-04, approved October 5, 2001, contains a statement that has since been altered by RCW 38.40.060. Paragraph 4 states that university employees are entitled to leave with pay for 15 days during each *calendar year*. The cited code changed the year from calendar to October 1 through September 30.

Motion 02-68: Mr. Reich moved, seconded by Mr. Sells, that the board approve **Resolution 02-09** revising employee military leave from 15 days during each calendar year to 15 days from October 1 through September 30. Motion carried.

Exempt Code Changes – 10

Proposed changes to the *Exempt Employees' Code of Personnel Policy and Procedure* were approved by the Exempt Employees' Association October 28, 2002, and were presented for approval.

Motion 02-69: Mr. Reich moved, seconded by Mr. Sells, that the Board of Trustees of Central Washington University approve changes to the *Exempt Employees' Code of Personnel Policy and Procedure* adopted by the Exempt Employees' Association October 28, 2002. Motion carried. (*Ms. Hazen abstained. Student trustees are not permitted to vote on personnel matters.*)

Ratification of Contract Between CWU and WFSE (Bargaining Unit II) – 11

In 2001, members of the Washington Federation of State Employees, Local 330, Bargaining Unit II requested renegotiation of its contract. Union and management teams completed training Fall 2001 prior to entering formal negotiations January 28, 2002. Following mediation efforts in September to resolve an impasse, the negotiation team drafted a contract that was ratified by union membership October 22, 2002. Consistent with current legislation, this contract will remain in effect until July 1, 2005.

Motion 02-70: Mr. Sells moved, seconded by Mr. Reich, that the board approve the employee-ratified contract with the Washington Federation of State Employees, Local 330, Bargaining Unit II. Motion carried.

Reports

Faculty Senate – 12

Faculty Senate Chair Michael Braunstein stated that he is compiling a list of activities self-reported by faculty that will be distributed regularly to the board. Jim Huckabay is co-chair of the Council of Faculty Representatives (CFR), which represents all public baccalaureate institutions. Professor Bea Coleman will be assisting in this endeavor. Dr. Braunstein reviewed the current status of collective bargaining on campus. Enabling legislation was passed last year by the legislature. Faculty signature cards are being collected to determine whether faculty

will vote to unionize. Collected cards will be submitted to the Public Employees Relations Commission (PERC). Faculty forums have been held to allow faculty to speak about the issues. Many faculty have engaged in civil discourse via forums or email discussions.

The Faculty Senate will entertain two motions in January: 1) Determine if faculty can have a secret ballot rather than seek agreement with administration based on signed cards, and 2) Determine membership of the bargaining unit – full-time, part-time, adjunct, tenure-track, etc. The final decision will be made by PERC with Faculty Senate input. If the administration and faculty cannot agree on the composition, PERC will make the final decision.

ASCWU Board of Directors – 13

President Nate Harris reviewed activities of the ASCWU board of directors and announced that the BOD now has a public relations officer. The student board is involved in service activities and is active in efforts to support funding of the music facility. Legislators are being targeted to focus on predictable funding for higher education. An online course evaluation process is being implemented as well as other policy initiatives.

The Diversity Council has created ten commissions to work on diversity issues. Students are very much involved in this effort. The Diversity Council is a mechanism to forward recommendations gathered by the commissions to the president and subsequently to the university community for action.

Staff Organizations [no report] – 14

Communications [none received] – 15

Consent Agenda – 16

Motion 02-71: Mr. Sells moved, seconded by Mr. Martin, that the Board of Trustees receive report items 17 – 22 collectively, and approve action items 23 – 25 collectively. Motion carried. (*Ms. Hazen abstained.*)

Personnel Consent Reports

Non-Tenure-Track Faculty Appointments – 17

Adams, Edward	Lecturer	Physical Education, Health Education and Leisure Services	20%	Fall 2002
Alexander, Alexandrou	Lecturer	Curriculum and Supervision	47%	Fall 2002
Allen, Robert L.	Lecturer	Business Administration	33%	Winter 2003
Bowen, Adriana	Lecturer	Psychology	27%	Fall 2002
Carl, Romar A.	Lecturer	Accounting	33%	Winter 2003
Coppin, Paul	Lecturer	Teacher Education Programs	20%	Fall 2002
D'Acquisto, Debra	Lecturer	Physical Education, Health Education and Leisure Services	20%	Fall 2002
Duca, Diane J.	Lecturer	Business Administration	100%	Winter 2003
Hirsh, Paul M.	Lecturer	Business Administration	33%	Winter 2003
Hosfeld, Scott	Lecturer	Music	47%	Fall 2002
Kaufmann, Marcia	Lecturer	Music	32%	Fall 2002
Kramer, Donna F.	Lecturer	Organization Development	5%	Fall 2002
Lasik, John J.	Lecturer	Business Administration	33%	Winter 2003
Law, Jay	Lecturer	Accounting	33%	Winter 2003
Lupton, Natalie	Lecturer	Information Technology and Administrative Management	13%	Fall 2002
Maroney, Burton E.	Lecturer	Law & Justice	27%	11/1/02-12/15/02
Nethery, Debbie	Lecturer	Physical Education, Health Education and Leisure Services	3%	2002-03 Academic Year
Pidduck Carol N.	Lecturer	Law & Justice	27%	Fall 2002
Pierce, Jim	Lecturer	Physical Education, Health Education and Leisure Services	53%	Fall 2002
Stroh, Jr., Hugh W.	Lecturer	Business Administration	33%	Winter 2003
Tito, Joan	Lecturer	Business Administration	33%	Winter 2003
Vincent, Heather	Lecturer	Family and Consumer Sciences	27%	Fall 2002

Weaver, Myrl K.	Lecturer	Law & Justice	27%	Nov 1-Dec 15, 2002
Wilson, Asher B.	Lecturer	Accounting	33%	Fall 2002 and Winter 2003

Professional Leave Revision – 18

Hubbard, Brenda, Professor, Department of Theatre Arts, to be completed Winter 2003

Professional Leave Reports from 2001-02 – 19

Beck, Daniel, Associate Professor, Biological Sciences
 Blair, Karen, Professor, History
 Boyle, Peter, Associate Professor, Business Administration
 Donahue, Barry, Professor, Douglas Honors College
 Ernest, Kristina, Associate Professor, Biological Sciences
 Lewis, Keith, Associate Professor, Art
 Lin, Cen-Tsong, Professor, Math
 Nixon, Don, Professor, Business Administration
 Roberts, Connie, Professor, Information Technology and Admin Management
 Street, Warren, Professor, Psychology
 Yoon, Bang-Soon, Professor, Political Science

Academic Year Coaching Appointments – 20

Albrecht, Karl, temporary, part-time, Assistant Men's Basketball Coach, Athletics, Nov 16, 2002 – January 15, 2003
 McGuffin, Jay, temporary, part-time Head Wrestling Coach, Athletics, October 16, 2002 – June 15, 2003

Exempt Administrative Appointments – 21

Borngrebe, Bob, Director of Dining Services, effective December 1, 2002
 Campbell, Ian, Coordinator, Adaptive Tech Services, Disability Support Services, effective Sept 1, 2002
 Fountain, Jennifer, Coordinator, Center for Excellence in Leadership, effective Dec 4, 2002
 Garza, Damion, Interim Project Coordinator, High School Equivalency Program, Educational Opportunity Center, effective December 1, 2002
 McDermott, Christine, Senior Director of Development, University Relations, effective January 6, 2003
 Sandoval, Trino, Recruitment/Retention Spec, College Assistance Migrant Program, effective Nov 16, 2002
 Waldek, Steve, Director, University Recreation, Campus Life, effective September 1, 2002
 Williams, Gregory, Financial Aid Counselor, Financial Aid, effective November 18, 2002
 Wright, Rodney, Associate Registrar, Registrar Services, effective October 16, 2002

Exempt Administrative Resignations – 22

Fernandez, Maria, Project Coordinator, High School Equivalency Program, Educational Opportunity Program, effective October 28, 2002
 Henry, Kevin, Director, Educational Technology Center, effective October 31, 2002
 Vela, Erica, Recruitment/Retention Coordinator, High School Equivalency Program, Educational Opportunity Center, effective October 15, 2002

Consent Personnel Action

Professional Leave for 2003-04 – 23

Abdalla, Laila, Professor, Geological Sciences
 Breedlove, Lois, Assistant Professor, Communication
 Gazis, Carey, Assistant Professor, Geological Sciences
 Lee, Christopher, Assistant Professor, Business Administration
 Polishook, Mark, Associate Professor, Music
 Raubeson, Linda, Associate Professor, Biological Sciences
 Thomas, Carin, Associate Professor, Chemistry

Weyandt, Lisa, Professor, Psychology

Overload Assignments – 24

Gellenbeck, Edward	Associate Professor	Computer Science	33%	Fall 2002
Li, Chenyang	Professor	Philosophy	5%	Fall 2002
Oncina, Carlos	Assistant Professor	Industrial & Engineering Technology	13%	Fall 2002
Pappas, James	Professor	Teacher Education Programs	7%	2002-03 AY
Perkins, Robert	Professor	Information Technology and Administrative Management	27%	Fall 2002
Trippett, William	Assistant Professor	Industrial and Engineering Technology	27%	Fall 2002
Sloan, Teresa	Associate Professor	Industrial and Engineering Technology	20%	Fall 2002
Stahelski, Anthony	Professor	Business Administration	33%	Winter 2003
Wilson, Dale	Associate Professor	Industrial and Engineering Technology	27%	Fall 2002

Enrichment Appointments – 25

Erdman, Ruth, Lecturer, English, .07, Fall 2002

Szpek, Heidi, Assistant Professor, Philosophy, .07, Fall 2002

Next Meeting

The Board of Trustees will meet February 14, 2003 in Barge 412 on the Ellensburg campus of Central Washington University.

Adjourned at 3:26 p.m. – *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