

3-4-2005

2005 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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**Board of Trustees Minutes
Special/Regular Meetings
March 3-4, 2005**

Approved May 6, 2005

March 3, 2005

Board members and President McIntyre met at the Rainier Club in Seattle for dinner and conversation. No action was taken.

March 4, 2005

Board Morning Sessions

Following breakfast at the Marriott Courtyard in Lynnwood, trustees met at Snoqualmie Hall, CWU-Lynnwood/Edmonds Community College Higher Education Center, for a tour of the building prior to a meeting of the committee of the whole from 10:30 a.m. to 12:00 p.m.

Focusing on the centers during the committee of the whole session, Provost Soltz reviewed programming designed to meet student needs for baccalaureate education. For example, Central's unique bachelor's degree in applied science provides baccalaureate opportunities to technical students with two-year associate degrees. Margaret Badgley, Assistant to the Provost for University Centers and Community College Relations, reviewed the university's connections with community college partners and efforts to develop a coordinated program to help students complete degrees on time. Dr. Graeme Coetzer, Business Administration, discussed how the human resource and organizational development program at the Lynnwood Center meets the needs of the business community and creates opportunities for students. Teresa Gabelein shared her experience as a student in the program. No action was taken.

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

Present

Ms. Crystal Manning
Mr. Ken Martin, Chair
Mr. Sid Morrison
Mr. Jay Reich, Vice Chair
Ms. Nadine Romero
Ms. Judy Yu

Absent

Ms. Leslie Jones
Mr. Mike Sells

Others Present

Dr. Paul Baker, Vice President for University Relations
Mr. Rich Corona, Vice President for Business and Financial Affairs
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. Libby Street, Executive Assistant to the President for Policy and Planning
Dr. Charlotte Tullos, Vice President for Student Affairs and Enrollment Management

Introductions

Mauri Moore, an Edmonds Community College trustee, and Susan Kostick, Vice President of College Relations, Advancement and Resource Development at Edmonds, welcomed our board to the Edmonds campus and the joint higher education center, Snoqualmie Hall, symbol of the strong working relationship between the two institutions.

Approval of Minutes – 1

Motion 05-05: Mr. Reich moved, seconded by Ms. Yu, that the Board of Trustees approve minutes of the regular and special meetings February 3-4, 2005. Motion carried.

Changes to the Agenda – 2

Two items were added to the agenda: Item A, a motion to support accreditation efforts of the College of Business and Item 14, backup for honorary degree recommendations.

Board Chair Report – 3

Mr. Martin stated that the board is enjoying its first visit to Snoqualmie Hall, an outstanding facility that will enhance the experience of our students and contribute to their success. Construction on the new student recreation center on the Ellensburg campus is moving quickly with most of the steel infrastructure nearing completion.

Several trustees attended the February 15 higher education day in Olympia. Central has an excellent reputation in Olympia. Ms. Romero testified before the higher education committee. Judy Yu and Leslie Jones were also involved in university events during the last month.

President's Report

Celebrating Special Accomplishments – 4

Staff at the CWU-Lynnwood Center provide a full-service university experience to our center students. In recognition of their outstanding achievement, Dr. McIntyre asked Margaret Badgley, Assistant to the Provost for University Centers, to introduce the staff and share some details of their exceptional service. The following individuals were honored: Teryl Payne, Site Manager; Susan Adolfi, Program Coordinator; Kathleen Ward, Office Assistant; Kari McGie, Office Assistant; Deanna Thompson, Financial Aid Associate Director; Ken Webber, Assistant Director for Career Services; Myndee Ronning, University Center Recruiter; Brenda Gardner, Library Technician; Christina Bubon, Student Services Representative; and Maury Webber, Distance Education Operator.

Dr. McIntyre asked Ethan Bergman, associate dean of the College of Education and Professional Studies and chair of the Blue Ribbon Commission on Athletics, to report on the activities of the commission. When it was established Fall 2004, Dr. McIntyre directed the commission to develop a strategic, long-range plan for all sports activities of the university including intercollegiate competition, intramural activity, and sports clubs. They were to report to Dr. McIntyre periodically throughout the year and present a final report to her by June 2005. Over the past few months, members of the commission have gathered data and spoken with many individuals involved in sports activities at the university, past and present. In addition, they have formed subcommittees to investigate several areas of interest, including finance, fundraising, facilities, and programs, and drafted mission and vision statements. The requested strategic plan is scheduled for submission to the president by the June 2005 deadline.

Legislative Report – 5

Last year, at the request of the Legislature, baccalaureate institutions and the Higher Education Coordinating Board developed a coordinated capital projects priority list. Central's legislative team is now working with key legislators and staff to reinforce the need to adhere to the joint capital priorities list.

Legislative deadlines within the next few days will determine which of the many bills proposed this session will survive. Dr. McIntyre reviewed the status of some of the higher education-related legislation, including Central's tuition waiver equity bill, bills to expand the role and mission of community colleges and branch campuses, and a bill to require accountability and performance audits for public agencies. Our full-service, reliable university center model provides efficient, cost-effective opportunities for students now and in the future.

Board Committees

Academic Affairs – *Sid Morrison, Chair*

Action

Summer Session Budget – 6

A budget proposal for Summer Session 2005, approved by the Budget Advisory Committee in January, was submitted for approval. Summer increases parallel 7% fee increases for the academic year. Net summer session revenue will benefit faculty development.

Motion 05-06: Mr. Morrison moved, seconded by Mr. Reich, that the Board of Trustees approve the summer session 2005 budget as follows: undergraduate tuition – \$120 per student credit hour (SCH), [7.14%]; postbaccalaureate tuition – \$149 per SCH [7.19%]; graduate tuition – \$175 per SCH [6.71%]; and registration fee – \$40 per student (no increase).

Motion 05-07: Ms. Manning moved that the tuition increase reflect a 3% fee increase rather than 7% as proposed.

Mr. Morrison suggested that the board approve the summer budget proposal as submitted but requested that administration consider a flexible finance model for future summer session budget requests. Ms. Manning withdrew Motion 05-07. **Motion 05-06 carried.** Ms. Manning voted against the proposal.

New/Increased University Fees – 7

Fees related to actual costs of necessary materials for specific courses are included in the list of academic fees. Adjustments to the list are considered twice a year.

Motion 05-08: Mr. Morrison moved, seconded by Ms. Romero, that the Board of Trustees approve proposed new and increased university fees as presented, effective Fall 2005. Motion carried.

College of Business Accreditation – A

In support of the accreditation efforts of the university's College of Business, Mr. Morrison presented the following motion, seconded by Ms. Manning:

Motion 05-09: The Board of Trustees recognizes the importance of AACSB accreditation to Central Washington University and the College of Business. We hereby affirm the institutional commitment to accreditation and the emphasis for achieving continuous improvement and quality management. We support the set of benefits derived from the process and accruing to our students and faculty: appropriate mission, relevant curriculum, qualified faculty, and effective policies and practices. The peer review process provides an external confirmation of program quality in the College of Business. Motion carried.

Resource Development – *Jay Reich*

Discussion

Fiscal Year 03-04 Financial Report – 8

The final proof of the Fiscal Year 2003-2004 Financial Report was presented for review.

Holmes Dining Hall Name Continuation – 9

Upon the recommendation of the Development Priorities Committee, it is proposed that the Board of Trustees approve continuing to honor O. Hal and Margaret Holmes by naming the residential dining room in the new Student Union Building (projected opening date Fall 2006) Holmes Dining Room. Holmes Dining Hall was demolished Fall 2004 to accommodate the new Recreation Center for Central's students. This item will return to the board for action May 6.

Action

CWU/Wenatchee Valley College Higher Ed Center Project – 10

The proposed joint education facility for Central Washington University and Wenatchee Valley College is the last of the proposed center projects to be completed. Supplemental legislative funding has been approved for the \$2.1 million building.

Motion 05-10: Mr. Reich moved, seconded by Mr. Morrison, that the Board of Trustees delegate authority to the Vice President for Business and Financial Affairs or designee to select and contract with a consultant and to bid, award, and execute a construction contract for the new Central Washington University/Wenatchee Valley College Higher Education Center on the Wenatchee Valley College campus in Wenatchee. Motion carried.

Student Affairs – Judy Yu, Chair

Action

S&A Fees Supplemental Budget Allocation – 11

A Services and Activities Fees supplemental allocation to provide support for the CWU Sports Club was approved by the S&A Fees Committee December 1, 2004.

Motion 05-11: Ms. Yu moved, seconded by Ms. Romero, that the Board of Trustees approve the Services and Activities Fees Committee supplemental allocation as submitted. Motion carried.

S&A Fees Funds Transfer – 12

The Services and Activities Fees Committee approved the transfer of \$16,000 from the SUB Custodial budget to the Early Childhood Learning Center budget to cover a deficit from the previous year. In accordance with current Services and Activities Guidelines, a transfer of any dollar amount over \$2,500 from one Services and Activities budget to another requires board approval.

Motion 05-12: The Board of Trustees of Central Washington University hereby approve the Services and Activities Fees Committee transfer of funds as submitted. Motion carried.

Other Items

Action

Changes to the Nondiscrimination Policy – 13

The President's Advisory Council approved changes to the university's nondiscrimination policy July 21, 2004. Proposed changes will modify the nondiscrimination statement to include protection for individuals based on their gender identity and expression—a protection not provided under state or federal law. Redundant sections will be eliminated and access streamlined to the university's internal equal opportunity grievance procedures. The nondiscrimination policy is found in Part 2-2.2 of the university's *Policies Manual* and in Chapter 106-72 WAC.

Motion 05-13: Ms. Manring moved, seconded by Ms. Yu, that the Board of Trustees approve changes to the Central Washington University nondiscrimination policy previously approved by the President's Advisory Council July 21, 2004. Motion carried.

Honorary Degree Recommendation – 14

Consistent with the honorary degree policy and procedures previously approved by the board, the Ad Hoc Honorary Degree Selection Committee recommended that **Græta Merwin** and **Jennifer Dunn** receive honorary Master of Humane Letters degrees from Central Washington University. The

Motion 05-14: Mr. Morrison moved, seconded by Ms. Romero, that the Board of Trustees approve the award of honorary Master of Humane Letters degrees to **Gretta Merwin** in recognition of her exceptional contributions to Central Washington University and the greater Ellensburg community, and based on her availability, to **Jennifer Dunn** for her contributions to Central Washington University as a state legislator and member of the U.S. Congress. Motion carried.

Board Schedule Change – 15

It is proposed that the Board of Trustees change its annual summer retreat from August 4-5, 2005 to July 25-26, 2005. Consistent with board bylaws, this change was discussed in February and is now submitted for approval.

Motion 05-15: Ms. Yu moved, seconded by Mr. Reich, that the Board of Trustees approve changing its annual retreat from August 4-5, 2005 to July 25-26, 2005. Motion carried.

Reports

Faculty Senate – 16

Faculty Senate Chair, Toni Culjak, stated that many faculty members are involved in a book sale for tsunami relief. Funds raised will be matched by the East/West Center. She also reported that the colleges are involved in making recommendations to the salary administration board.

ASCWU Board of Directors – 17

ASCWU President Lucas Westcott reported that students are watching legislative activity closely. Bills to expand the Washington Student Lobby, provide tuition waiver equity, and support financial aid are important to students. In an effort to include center students in student government, meetings of the Board of Directors will be webcast to the centers. The new recreation center is proceeding rapidly. Through this construction period and without Holmes Dining Hall, Dining Services has provided great venues to serve students effectively.

Staff Organizations – 18

Rob Lowery, representing staff as chair of the Employee Council, reported that the Employee Council presented staff at the Lynnwood Center with a special team award. Eighty classified and exempt employees will be honored Tuesday, May 3, at the annual Employee Appreciation Awards. The Employee Council is finalizing a report on six broad areas of distinction at the university.

Communications – 19 [none received]

Consent Agenda – 20

Motion 05-16: Mr. Reich moved, seconded by Ms. Yu, that the Board of Trustees receive report Items 21 – 23 collectively, and approve action Items 24 – 25 collectively. Motion carried. (*Ms. Manning abstained. Student trustees are not permitted to vote on personnel matters.*)

Consent Personnel Reports

Faculty Resignation – 21

Diaz, Jesse P., Assistant Professor, Psychology, effective March 16, 2005

Non-Tenure-Track Faculty Appointments – 22

<i>Name</i>	<i>Rank</i>	<i>Department</i>	<i>FTE</i>	<i>Effective</i>
Ach, Thomas J.	Lecturer	Business Administration	.67	Spring 2005
Aggett, Grueme	Asst Prof/Dir	Cntr for Spatial Information	1.0	8/1/04-7/31/05
Alawiye, Osman	Professor	Education (Cont Ed)	.083	Winter 2005
Allen, Robert L.	Lecturer	Business Administration	.33	Spring 2005
Altman, Matthew	Lecturer	Douglas Honors College (lh)	.33	Spring 2005
Behler, Tobi	Lecturer	Education (Cont Ed)	.53	Winter 2005
Bellsh, Patricia D.	Lecturer	Theatre Arts	.13	Winter 2005
Bicchieri, Pedro	Lecturer	English (lh)	.27	Winter 2005

Biever, Darla	Lecturer	Education (Cont Ed)	.33	Winter 2005
Birge, Eileen	Lecturer	Business Administration	.33	Spring 2005
Boersma, Stuart	Professor	Math (lh)	.20	Winter 2005
Britschgi, Matthew	Lecturer	OISP/UESL	.50	9/16/04-9/15/05
Brown, Prairie	Lecturer	Writing Center (lh)	.47	Winter 2005
Brown, Prairie	Lecturer	English (lh)	.53	Winter 2005
Brown, Prairie	Lecturer	Writing Center (lh)	.47	Spring 2005
Brown, Prairie	Lecturer	English (lh)	.53	Spring 2005
Brumley, Jewel	Lecturer	Education (Cont Ed)	.33	Winter 2005
Busha, Cathy A.	Lecturer	Business Administration	.67	Spring 2005
Callihan, P. Ronald	Lecturer	Accounting	.33	Spring 2005
Cox, Roger L.	Lecturer	Business Administration	.33	Spring 2005
DaVault, Kent	Lecturer	OISP/AUAP	.75	3/01/05-8/31/05
DaVault, Kent	Lecturer	OISP/AUAP	1.0	9/01/05-2/28/06
Diamond, Shirley	Lecturer	Music	.04	Winter 2005
Doenges, April A.	Lecturer	Business Administration	.27	Spring 2005
Eberhardt, Dave	Lecturer	Business Administration	.67	Spring 2005
Ernest, Kristina	Lecturer	Biology (lh)	.07	Winter 2005
Freeman, Randi	Lecturer	OISP/UESL	.50	9/16/04-9/15/05
Gearman, Mara Lise	Lecturer	Music	.25	Wtr-Spr 2005
Graves, Janine	Lecturer	Writing Center (lh)	.27	Winter 2005
Hartshorn, K. James	Lecturer	OISP/AUAP	1.0	3/01/05-2/28/06
He, Meiqi	Lecturer	OISP/UESL	.50	9/16/04-9/15/05
Hirsh, Paul M.	Lecturer	Business Administration	.67	Spring 2005
Holland, Teresa	Lecturer	Accounting	.33	Spring 2005
Horowitz, Katharine	Lecturer	Communication (Cont Ed)	.13	Winter 2005
Johnson, Don	Lecturer	Education (Cont Ed)	.20	Winter 2005
Johnson, Stephanie	Lecturer	OISP/AUAP	.75	3/01/05-8/31/05
Johnson, Stephanie	Lecturer	OISP/AUAP	1.0	9/01/05-2/28/06
Larkin, Richard F.	Lecturer	Business Administration	.33	Spring 2005
Levi, Claudia A.	Lecturer	Business Administration	.07	Spring 2005
Marstine, Janet	Lecturer	DHC (lh)	.33	Spring 2005
Miller, Kathleen A.	Lecturer	Business Administration	.33	Spring 2005
Netz, Heather	Lecturer	Music	.25	Wtr-Spr 2005
Oursland, Mark	Assoc Prof	Mathematics (Cont Ed)	.17	Winter 2005
Randall, Paul	Lecturer	Education (Cont Ed)	.01	Winter 2005
Ringwood, Gerald	Lecturer	Education (Cont Ed)	.02	Winter 2005
Robertson, Juan	Lecturer	Industrial & Engin Tech	1.0	Winter 2005
Romero, Thomas	Lecturer	Education (Cont Ed)	.47	Winter 2005
Rosser, Carl	Lecturer	OISP/UESL	.50	9/16/04-9/15/05
Stacy, Gerry	Professor	English (lh)	.20	Spring 2005
Tito, Joan	Lecturer	Business Administration	.33	Spring 2005
Williams, Henry	Lecturer	Education (Cont Ed)	.17	Winter 2005
Wilson, Asher B.	Lecturer	Business Administration	.33	Spring 2005
Woods, Jr., William P.	Lecturer	Business Administration	.33	Spring 2005
Young, Theresa	Lecturer	Education (Cont Ed)	.03	Winter 2005

Part-time Temporary Coaching Appointments – 23

Contreras, Bryan, Asst Men's and Women's Track and Field Coach, Athletics, January 16 – May 31, 2005

Consent Personnel Action

Faculty Overload Assignments – 24

<i>Name</i>	<i>Rank</i>	<i>Department</i>	<i>Effective</i>
Bradley, Joseph	Assistant Professor	Business Administration	Spring 2005
Lasik, John	Lecturer	Accounting	Spring 2005

Richmond, F. Lynn	Associate Professor	Business Administration	Spring 2005
Ruble, Michael	Associate Professor	Accounting	Spring 2005
Stahelski, Anthony	Professor	Business Administration	Spring 2005

Faculty Military Appointment – 25

Miller, Joshua C., Captain, Assistant Professor, Aerospace Studies, effective July 2005

Executive Session

The board convened in executive session at 2:25 p.m. for 30 minutes, extended for another 15 minutes at 2:55 p.m., to discuss a collective bargaining matter excluded from the open meetings act per RCW 42.30.140 (4) (a). (*Ms. Manring was not present for the discussion.*)

Reconvened and Adjourned at 3:15 p.m.

Next Meeting

The next meeting of the Board of Trustees is May 6, 2005, in Barge 412 on the Ellensburg campus of Central Washington University, 400 E. University Way, Ellensburg, WA.

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

Kenneth J. Martin, Chair
Board of Trustees
Central Washington University