

8-3-2006

2006 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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**Board of Trustees Minutes
Retreat Session
August 3-4, 2006**

Approved October 6, 2006

Trustees Present

Mr. Anthony S. Aronica
Ms. Leslie Jones
Mr. Sanford Kinzer
Mr. Ken Martin, Chair
Mr. Sid Morrison
Mr. Jay Reich, Vice Chair
Ms. Judy Yu

Absent

Mr. Mike Sells

Others Present

Dr. Paul Baker, Vice President for University Relations
Mr. Rich Corona, Vice President for Business and Financial Affairs
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

August 3 – convened in regular session at 9:15 a.m. at Salish Lodge (*Due to a scheduling emergency at Cave B Inn at Sagecliff, the original location for the retreat, the venue was changed to Salish Lodge. Cave B Inn at Sagecliff covered the costs of the change.*)

Discussion

Icebreaker and Board Expectations – 1

Trustees spent 45 minutes in an introductory activity and discussion.

Members of the President's Cabinet joined the board for Items 2-16

Strategic Vision – 2

Dr. McIntyre outlined the challenges she faced when she became president of the university six years ago. She reviewed her initial charge from the board and corresponding actions that were taken to transform the university. The administration's seven primary management goals were discussed in detail. Several notable achievements were reviewed including enrollment, retention, and graduation rate increases; faculty and staff excellence; student excellence; improved relations with state and local officials; beautiful campus and facilities; improved infrastructure; improved campus culture; a more diverse student body; and increased funding. Plans to address future challenges were examined as were integrated and longer-range planning efforts. Future directions and possible entrepreneurial activities were discussed. An infrastructure is in place for the university's first comprehensive campaign.

Working Lunch

Washington Learns Update – 3

Libby Street presented "Making the Grade: Washington Higher Education and Global Challenge," a draft report from the Washington Learns Steering and Higher Education Advisory Committees. Washington State does well in many areas but several improvements are encouraged. Central Washington University is named in the report as an institution working collaboratively with community colleges to serve underserved areas. The center model was applauded as a viable means to meet some of the access needs in the state.

Other Items – 4

The vice presidents each presented a short report to the board. Paul Baker reviewed progress on the comprehensive campaign and Charlotte Tullos discussed enrollment. Provost Soltz discussed implementation progress for the faculty collective bargaining agreement. The group drafting a replacement faculty code is progressing well. A draft should be ready this fall.

Mr. Corona reported that the classified staff collective bargaining agreement is currently under negotiation with Sherer Holter, Assistant Vice President for Human Resources, leading the university's bargaining team. Consultants have assisted in the effort to develop a housing master plan that includes residence hall construction possibilities. Courson and Muzzall will be off line next week and will be demolished next summer. Mr. Corona requested that Mr. Martin move Item 6, Courson and Muzzall Highrise Transfer, to action. He also indicated that the financial status of the auxiliary system is solid and projections are strong for a good year. Since occupying space in the new student union, the Wildcat Shop has experienced a 40 percent increase in sales activity. The financial management system is being upgraded to make it more responsive to management needs.

Regular Business Items – 5-14

Mr. Martin added minutes of the June 9, 2006 meeting to the agenda and moved Item 6 to action.

Action

Schaake Naming Opportunity (main lobby of the music building) – 5

The Development Priorities Committee met May 26 to consider a request to name the main lobby of the Music Building for Don and Peggy Schaake. Mr. and Mrs. Schaake recently established a large endowment to benefit equally scholarships in music and athletics. The committee approved the request and forwarded their recommendation to the president. This is an opportunity to recognize the Schaake's for their support of the university.

Motion 06-46: Mr. Reich moved, seconded by Ms. Jones, that the Board of Trustees approve naming the main lobby of the Music Building for Don and Peggy Schaake. Motion carried.

Courson/Muzzall Highrise Transfer – 6

The university requests transfer two fixed assets, Courson and Muzzall Halls, from the housing and dining fund to the university's general fund which inventories university-owned fixed assets. This action relieves the housing and dining fund of the need to support two buildings that are no longer economically viable as residence halls. It also allows state funds to be used for demolition purposes. The CWU Campus Facilities Master Plan 2005 designates this area of the campus as desirable for future parking and/or public access. This transfer would facilitate achieving these stated goals.

Motion 06-47: Mr. Reich moved, seconded by Ms. Jones, that the board transfer Courson and Muzzall Halls from the housing and dining fund to the university's general fund. Motion carried.

Approval of Minutes – 7

Motion 06-48: Mr. Reich moved, seconded by Ms. Jones, that the board approve minutes of the June 8-9, 2006 regular and special meetings of the Board of Trustees. Motion carried.

Transcript Fee Increase – 8

A request to increase the transcript fee was added to the May 5 agenda (graduation and application fee item). The request was inadvertently omitted from the June agenda and is now presented for approval. An increase is necessary to defray additional costs for transcript generation and mailing. It is proposed that the board authorize a \$2.00 increase to the current \$5.00 transcript fee, last adjusted in 1995.

Motion 06-49: Mr. Reich moved, seconded by Ms. Yu, that the board approve increasing the transcript fee from \$5.00 to \$7.00, effective August 3, 2006. Motion carried.

Consent Agenda – 9

Motion 06-50: Ms. Yu moved, seconded by Mr. Reich, that the board approve receipt of consent report items 10-14 and action items 15-16. Motion carried. (*Mr. Aronica abstained; student trustees are not permitted to vote on personnel matters.*)

Consent Personnel Reports

Faculty Retirement – 10

Yoxheimer, Tim, Professor, Industrial & Engineering Technology

Faculty Resignation – 11

Lee, Christopher, Professor, Finance/Operations & Supply Chain (OSC), effective Aug 19, 2006

Athletic Summer Coaching Staff – 12

Adkisson, Kevin, assistant athletic digital video coordinator, July 16 – Sept 15, 2006

Andaya, Mario, athletic digital video coordinator, July 16 – Sept 15, 2006

Andaya, Mario, director, volleyball camps/tournaments, June 16 – July 15, 2006

Cullen, Abigail, asst director, volleyball camps/tournaments, June 16 – July 15, 2006

Farrand, Michael, director, soccer camps, July 1 – July 30, 2006

Frankovic, Jessica, coach, cheerleading camps, June 1 – June 30, 2006

Frederick, Gary, coach, softball camps, July 30 – August 16, 2006

Garoutte, Michael, coach, softball camps, July 30 – August 16, 2006

Graham, John, coach, football camps, June 16 – July 15, 2006

Jensen, Brian, coach, football camps, June 16 – July 15, 2006

Kladnik, Ken, athletic trainer, football camps, June 16 – July 15, 2006

Picha, John, assistant director, football camps, June 16 – July 15, 2006

Nasinec, Tyce, coach, basketball camps, June 16 – July 15, 2006

Sparling, Greg, director, men's basketball camps, June 16 – July 15, 2006

Storey, Desi, camp liaison, 2006 summer camps, June 17 – August 3, 2006

Tuiaea-Ruud, Ana, director, girl's basketball camps, July 1 – July 15, 2006

Zamberlin, John, director, football camps, June 16 – July 15, 2006

Exempt Staff Appointment – 13

Foy, Geoff, Assistant Director, Continuing Education, effective June 8, 2006

Exempt Staff Resignation – 14

Johnson, Julie, Credit Program Manager, Continuing Education, effective June 16, 2006

Consent Personnel Action

Faculty Tenure Track Appointment – 15

Pritchard, Mark, Associate Professor, Management, effective September 16, 2006

Department Chair Appointments – 16

Cant, A. Greg, Management, September 1, 2006 – June 15, 2007

Johnson, Eldon, Finance and OSC, September 1, 2006 – June 15, 2007

Powell, Joseph, English, AY 2006-07 (Interim Appointment)

Schmitz, Steve, Education, AY 2006-07 and 2007-08

Committee Assignments and Election of Board Officers – 15

The following actions were proposed: Officers—Ken Martin, chair of the board with Judy Yu as vice chair; Committee assignments—Academic Affairs – Judy Yu, chair, and Tony Aronica; Resource Development – Sid Morrison, chair, and Student Affairs – Leslie Jones, chair; and Sam Kinzer.

Motion 06-51: Mr. Reich moved, seconded by Mr. Morrison, that the board re-elect Ken Martin chair of the Board of Trustees for 2006-07, that Judy Yu serve as vice chair, and that the committee assignments are approved as proposed. Motion carried.

Recessed at 4:00 p.m.

August 4 – Reconvened at 8:00 a.m. for breakfast

Discussion

Board Development and Self-Evaluation – 16

Leslie Jones presented a synthesis of the trustees' self-evaluation submissions. Further discussion is needed on the strategic plan so the board is unified in its knowledge and support of the planning effort that has engaged the campus. Trustees discussed board involvement in developing the mission and vision of the university and indicated they would like the board involved in broad discussion of key policy issues. They discussed rewriting the mission statement and seeking input from the student board of directors about issues of common concern.

This next academic year, trustees will discuss one broad-area issue with Dr. McIntyre during their Thursday evening dinner meetings. The topic for October is Strategic Planning Goal 3, Funding. Mr. Kinzer suggested four areas for discussion: funding and innovative revenue sources, external relations, educational service quality, and management of the institution and its faculty. Dr. McIntyre responded that the four suggested areas are restatements of current strategic goals, and suggested that the board could address new issues with a framework that focuses on the strategic plan.

Recommended standing topics for board committees during the 2006-07 academic year are

Academic Affairs – Douglas Honors College, accreditation, program review, doctoral degrees, and spheres of distinction

Resource Development – alumni association, residence hall issues, student union and recreation center financials, and the comprehensive campaign

Student Affairs – Student union and recreation center operations, residence hall issues, Title IX, enrollment management, women's and men's enrollment trends, and demographic trends.

Progress toward Goals – 17

Dr. McIntyre shared ways coordinated planning has been integrated into university life and indicated that the relationship between the university and the community is strong. There is a good infrastructure in place to accomplish this year's comprehensive campaign goal and we are making good progress on that goal. Diversity, university centers, and spheres of distinction were also discussed. The spheres are programs unique to the university that separate us from other institutions. Incoming freshmen indicate that Central is a first-choice institution for most of them. Members of the university community are being encouraged to engage in activities that push us beyond current bounds. We have an opportunity to participate in the projected growth of the Ellensburg area. What will Central be in ten years?

Executive Session – 24

The board convened in executive session at 11:30 a.m. for 40 minutes under the authority of RCW 42.30.110 (g) the board will hold an executive session to . . . review the performance of a public employee . . . [Mr. Aronica was not present for the discussion.]

Reconvened at 12:10 p.m.

Lunch and discussion

Board of Trustees

Adjourned at 1:30 p.m.

Next Meeting

The board will meet in regular session October 6, 2006 in Barge 412 on the Ellensburg campus of Central Washington University.

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

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