

3-7-2008

2008 - Board of Trustee Meeting Minutes

Board of Trustees, Central Washington University

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**Board of Trustees Minutes
Regular/Special Sessions**

March 6-7, 2008

Approved May 2, 2008

March 6, 2008

Trustees Leslie Jones, Sanford Kinzer, Sid Morrison, Rebecca Neighbors, Patricia Notter, Keith Thompson, and Judy Yu joined President McIntyre and W. David Smith for dinner at the President's Reception Center. No action was taken.

March 7, 2008

Committee Sessions

During the committee of the whole, trustees discussed the university's climate commitment and technology issues. Various issues were reviewed during individual committee sessions—accreditation, a House of Representatives resolution honoring Washoe, a novel aviation training model, student admissions strategies, retention initiatives, and branding. No action was taken.

Reconvened in Regular Session (1:34 p.m.)

Present

Mr. Sanford Kinzer
Mr. Sid Morrison, Vice Chair
Ms. Rebecca Neighbors
Ms. Patricia Notter
Mr. Keith Thompson
Mr. David Valdez
Ms. Judy Yu, Chair

Absent

Ms. Leslie Jones

Others Present

Mr. Rich Corona, Vice President for Business and Financial Affairs and Interim Vice President for University Relations
Ms. Kim Loran, Assistant Attorney General
Dr. Jerilyn S. McIntyre, President
Ms. Judy B. Miller, Secretary to the Board
Dr. Wayne Quirk, Provost/Senior Vice President for Academic Affairs
Dr. Libby Street, Chief Planning Officer
Dr. Charlotte Tullos, Vice President for Student Affairs and Enrollment Management

Introductions

President McIntyre welcomed Wayne Quirk in his new capacity as Provost/Senior Vice President for Academic Affairs. She also introduced Priscilla Minter, an executive intern serving in University Relations. Washoe and the Institute for Human and Chimpanzee Communication (CHCI) were recently honored by the House of Representatives for their contributions to communication research [full text of the resolution is attached]. Codirectors of the institute, Roger and Deborah Fouts, were applauded for their remarkable research and the influence CHCI has had on the university and the Central Washington region.

Approval of Minutes – 1

Motion 08-12: A motion to approve minutes of the regular and special board meetings January 31-February 1, 2008 was presented by Mr. Morrison and seconded by Mr. Valdez. Motion carried.

Changes to the Agenda – 2

Ms. Yu reviewed the following changes to the agenda: Item 3A, Presidential Search Consultant was added; additional backup presented for Item 13, S&A Supplemental Allocations; and two additional appointments were added to Item 20, Faculty Non-Tenure-Track Appointments.

Board Chair Report – 3

Before reading a resolution honoring President McIntyre recently adopted by the Washington State Senate, Ms. Yu indicated that many acknowledgments of Dr. McIntyre's service to the university and the state of Washington would follow over the next few months [full text of SR 8726 is attached].

Ms. Yu briefly stated that trustees have been busy with many university-focused activities over the past few weeks. Mr. Kinzer reported that the Presidential Search Committee has met several times. A four-person subcommittee screened proposals for the search consultant. Based on recommendations from the screening subcommittee and reference checks performed by another subcommittee, the search committee unanimously recommends Storbeck/Pimentel Associates to provide consulting services to the presidential search. The firm brings considerable experience to the search and were praised for their professionalism and ability to tailor activities to the institution. Their overall philosophy is similar to the university's internal search process.

Motion 08-13: A motion to award a contract to Storbeck/Pimentel and Associates to provide executive search consulting services, per the scope of work outlined in the Request for Proposal was presented by Mr. Kinzer and seconded by Mr. Morrison. Motion carried.

Ms. Yu reported that she attended the first meeting of the search committee and expressed her gratitude to members of the committee, including the committee chair, Wendy Bohron.

President's Report

Celebrating Special Accomplishments – 4

In response to an idea to produce a history book of interest to alums and friends around the state, and for use during the comprehensive campaign, Dr. McIntyre established a history book committee in 2003, chaired by Judy Miller. Karen Blair and Glen Bach coedited the effort bringing their considerable research and artistic talents to the project. Jennifer Collier Jennings developed the text from the research. Many people were involved in the project—David Smith, Libby Street, Rich Villacres, Jean Putnam, and many more. This beautiful coffee-table book is full of colorful photographs, many painstakingly restored by Glen Bach, presenting a layered view into our past. The university's first graduation diploma is visible on the cover under a velum sleeve; the first graduation class appears on the back. The main shipment of the books will arrive early May.

Dr. McIntyre praised the outstanding design work of Public Relations and Marketing staff and staff in the Campus Life and Publicity Center. Both departments received publication awards at the recent Yakima Advertising Association Chinook Awards Ceremony. Becky Watson indicated that her staff interpret and communicate the messages of the university within a collaborative team environment. Consequently, the awards are shared by everyone on their staff. Lola Gallagher praised her student designers for their professional level designs. One of the award publications, *Hype*, is designed and written almost entirely by student staff.

With the support of Washington's congressional delegation, especially Doc Hastings, the university recently received a \$191,600 federal grant for the university's wine program. This important and distinctive program will develop future employees of the wine service industry. A bachelor's degree in Global Wine Studies is one of the new programs developed in response to student needs.

Legislative Report – 5

Dr. McIntyre discussed issues of significance to the university currently under discussion in the supplemental legislative session, including a technical adjustment to our budget, fire protection, additional funding for Dean Hall to compensate for inflation, and emergency response funding. She also discussed the uncertain effects of Initiative 960 on tuition and fees and impacts on next year's operating budget.

Board Committees

Academic Affairs – David Valdez, Chair

Members of the committee received a presentation on a CWU Vietnam collaborative aviation program with a first cohort of thirty students. Developed in response to the governor's initiative to promote aviation training in the state, this entrepreneurial program is self-supporting and self-sustaining. Future degree programs are often incubated in self-supporting initiatives. In addition, the committee discussed upcoming NCATE [National Council for the Accreditation of Teacher Education] visits and the additional data that has been compiled. The Washington State Professional Educator Standards Board [PESB] accreditation was also discussed.

Action

Academic Code Changes – 6

The Faculty Senate approved changes to the Academic Code at its regular meeting November 28, 2007. Proposed changes will clarify language involving senate membership, officers, and committees.

Motion 08-13: A motion to approve changes to the Academic Code involving Faculty Senate membership, officers, and committees was presented by Mr. Valdez and seconded by Ms. Notter. Motion carried.

Academic Fee Request – 7

Changes to current academic fees were initially reviewed by the board February 1. Proposed fees are for items directly consumed by students, such as trip expenses or supplies. The university is able to secure better pricing for these items than if students purchased the items individually.

Motion 08-14: A motion that the board a) approve the implementation of those charges or changes in charges that are proprietary and not subject to I-960, as submitted, effective Winter Quarter 2008; and b) approve the submission to OFM and the Legislature those new fees or changes in fees that are subject to I-960, as submitted was presented by Mr. Valdez and seconded by Ms. Neighbors. Motion carried.

New Degree Programs – 8

Proposed new degree programs were approved by the Faculty Senate February 6 prior to their submission to the board. In response to student needs and state demands, new degree programs are approved through a rigorous process that includes review and approval by several committees, the Faculty Senate, and Board of Trustees before the programs are forwarded to the Higher Education Coordinating Board for final approval. Normally, this process takes around 12 to 18 months to complete. Details of the Global Wine Studies degree program were discussed. The wine industry is booming in the state, and this program is an interdisciplinary response to the critical need to provide business support for the industry that will complement the wine agricultural program at Washington State University.

Motion 08-15: A motion that the board approve the following new degree programs: Bachelor of Science, Global Wine Studies; Bachelor of Science, Environmental Sciences with Specializations; Bachelor of Science, General Science Teaching; Bachelor of Fine Arts, Theatre with Specialization; Master of Science, Primate Behavior and Ecology; Master of Science, Nutrition was presented by Mr. Valdez and seconded by Mr. Thompson. Motion carried.

Resource Development and Audit – Patricia Notter, Chair

Ms. Notter reported that the Resource Development and Audit committee received an update on a healthcare authority class action lawsuit, which will continue for another few months. Major and minor impacts of possible court action were discussed. Committee members also received an update on the comprehensive campaign, which is nearly complete [97 percent of the goal has been reached] and is scheduled to conclude in June. The financial impact of increased outside funding could have a positive impact on the purchase of housing bonds. Individual giving and average gifts to the university have increased. These statistics reflect the effectiveness of our development staff.

Discussion

CWU Student Housing—Student Village South Project and Bonding Update – 9

The Student Village South project is currently in the construction document phase. The project consists of two, four-story residential buildings and a mechanical boiler building and features a Residence Hall Coordinator apartment, 476 beds geared for upperclassmen, student lounges on each floor, and a multi-purpose room. The exterior will include brick veneer, fiber cement panel siding, and fiber cement lap siding. A building permit preapplication meeting was held February 20, 2008, and a SEPA public meeting is scheduled for February 27, 2008. The bid phase will begin

April 17, 2008, with bid opening May 15, 2008. A Notice to Proceed is expected on June 9, 2008 with occupancy planned for fall of 2009. Bid and bonding processes and long-term debt management issues were discussed.

Auxiliary Services Business Plan – 10

The Auxiliary Services Business Plan includes University Housing and New Student Programs; Conference, Catering and Retail Services; Dining Services; the Wildcat Shop; and Parking Services. Last spring, the board approved an aggregate increase of 8 percent for Fall 2008. During the past eighteen months, student input has been collected and incorporated into the planning and budgeting process.

The room and board rate increase requested for the fall of 2009 is a maximum, not to exceed 8 percent, and will support organizational goals and the Comprehensive Housing Master Plan (CHMP). Rate increases have been presented to the appropriate student and staff councils on campus and are comparable to rates at other institutions.

Endowment Investment Report – 11

The university's endowment investment report for July 1, 2007 through December 31, 2007 was reviewed. This report is for funds given directly to the university rather than the CWU Foundation. State regulations govern investment opportunities for these funds.

Action

Nicholson Pavilion Renovation – Authorization to Award Contract – 12

This project is part of a phased renovation of Nicholson Pavilion and includes renovation of the front entry on the south, a new gym floor, new seating, and mechanical improvements. Capital funds for this project have been appropriated.

Motion 08-16: A motion that the board delegate authority to the Vice President for Business and Financial Affairs, or designee, to proceed with award of a construction contract to the successful low responsible bidder, subject to funding approval was presented by Ms. Notter and seconded by Mr. Morrison. Motion carried.

Student Affairs – Sam Kinzer, Chair

Mr. Kinzer reported that the committee discussed university branding, student debt, and competition among the state's baccalaureate institutions for the student recruiting pool. Over the last ten years, a high percentage of our students—60 to 70 percent—come from the Puget Sound area. Students coming to Central are looking for a small, comfortable, safe community with a friendly, accessible campus. The Student Union and Recreation Center has a significant impact on recruitment as do programs to bring students and their families to campus. Central is a tremendous, affordable value to the public. Efforts to expand outreach to the Greater Columbia Basin area were discussed, where university centers are critical for growth.

Action

S&A Supplemental Allocations – 13

Proposed allocations of supplemental Services and Activities funding result from student requests. Student activities are fostered and supported by these allocations. Proposed allocations include requests from the Center for Empowerment [\$17,500], additional mandated payroll increases for KCWU [3,802], Law and Justice Club special programming [\$2,350], Psychology student research presentations [\$2,295], the CWU Jazz Band [\$2,675], start-up funds for the Senate for Student Academic Affairs [\$28,725], and funds for administrative and civil service pay and benefits changes. Total allocations submitted are \$183,135. Any funds remaining at the end of the year are rolled over to the next year for allocation.

Motion 08-17: A motion that the board approve the Services and Activities Fees Committee supplemental allocations as presented was presented by Mr. Kinzer and seconded by Mr. Morrison. Motion carried.

Other Items

Action

Honorary Degree Recommendation – 14

Consistent with the honorary degree policy and procedure approved by the Board of Trustees, the Ad Hoc Honorary Degree Selection Committee has recommended that **Kenneth J. Martin** receive an honorary Master of Humane Letters degree from Central Washington University. Mr. Morrison praised Mr. Martin for his loyalty and dedication to the institution.

Motion 08-18: A motion that board approve the award of an honorary Master of Humane Letters degree to Kenneth J. Martin in recognition of his exceptional contributions to Central Washington University was presented by Mr. Morrison and seconded by Ms. Notter. Motion carried.

Reports

Faculty Senate – 15

Jeff Snedeker, chair of the Faculty Senate, reported that the senate is involved in committee projects examining grade inflation, general education, curriculum, and faculty evaluation and assessment. Changes to the Academic Code to clarify faculty emeritus status will be coming to the board in May. Representatives from the Faculty Senate and the United Faculty of Central have worked collaboratively on several issues. Greater efforts at positive communication are producing results. A recent forum to review issues for non-tenure-track faculty was well received. A good communication venue, the forum produced more awareness of this faculty group.

Associated Students of Central Washington University/Board of Directors – 16

Katie Underwood thanked the board for approving funds to support formation of the academic senate. She reported that student officers are working on recycling efforts and Washington Student Lobby initiatives to secure childcare funding at the federal level. New officers for next year will be elected in April.

Staff Organizations – 17

Staci Sleigh-Layman reported that the first year of the new 18-member governing board structure for the Exempt Employees Association had gone well. The association's code committee has completed a review of the Exempt Employees' Code, and changes will be submitted to the board in May. The association is examining many issues of interest to exempt employees and enjoy a good working relationship with the Human Resources Department.

Communications –18

The Board of Trustees received an email communication from Chenyang Li February 1, 2008.

Consent Agenda – 19

Motion 08-19: A motion that the Board of Trustees receive report items 20-25 collectively and approves action items 26-28 collectively was presented by Mr. Thompson and seconded by Ms. Notter. Motion carried. *(Ms. Neighbors abstained; student trustees are not permitted to vote on personnel matters.)*

Consent Personnel Reports

Non-Tenure-Track Faculty Appointments – Fixed Term – 20

[Per terms and conditions outlined in the appointment letter]

Name, Rank or Title, Department, Quarter

Chumley, Timothy, Research Associate, Biology, Winter and Spring 2008

Collins, Stacy, Assistant Football Coach, Athletics, Jan 29-July 16, 2008 and June 15, 2008-June 15, 2009

Cotner Montoya, Judy, Lecturer, Management, Spring 2008

Cottonwood, Andrew, Lecturer, OISP/AUAP, February 11, 2008-July 25, 2008

Katunich, John E., Lecturer, OISP/AUAP, February 11, 2008-February 9, 2009

Larkin, Richard, Lecturer, Finance & OSC, Spring 2008

Lorig, Joe, Assistant Football Coach, Athletics, Jan 29-July 16, 2008 and June 15, 2008-June 15, 2009

Norton, Sarah, Lecturer, OISP/UESL, January 1, 2008-March 15, 2008

Pitts, Jamey, Lecturer, OISP/AUAP, February 11, 2008-July 25, 2008

Pitts, Jamey, Lecturer, OISP/UESL, January 1, 2008-March 15, 2008

Powell, Heather, Lecturer, Management, Spring 2008

Wilson, Asher, Lecturer, Management, Spring 2008

Faculty – Exchange – 21

Bastidas, Jesus, Exchange Faculty/Universidad de Narino, Pasto, Colombia, OISP, Jan 1 – March 15, 2008

Ruault, Yannick, Exchange Faculty/Universite de Pau det des Pays de l' Adour/ Pau, France, OISP,
March 24, 2008-July 25, 2008

Scholars – Exchange – 22

Bastidas, Jesus, Exchange Scholar/Universidad de Narino, Pasto, Colombia, OISP, Mar 16 – June 30, 2008

Program Director Appointments – 23

McCarthy, Katherine, Interim Program Director, SAEP, OISP, January 1, 2008

Exempt Staff Appointments – 24

Corona, Richard, Interim Vice President for University Relations, effective March 1, 2008

Cyrus, Michelle, Asst Director, Non-traditional Student Programs and Services, Center for Student
Empowerment, effective February 16, 2008

Gray, Jen, Assistant Vice President for Development, effective April 1, 2008

Quirk, Wayne S., Provost/Senior Vice President for Academic Affairs, effective February 25, 2008

Thew, Christina, Study Abroad Advisor, OISP, effective February 16, 2008

Exempt Staff Resignations – 25

Baker, Paul, Vice President for University Relations, effective February 29, 2008

Barclay Harnir, Heather, Program Director, SAEP, OISP, effective January 2, 2008

Cloninger, Julie, Assistant Vice President for Development, effective April 1, 2008

Goldberg, Selma, Study Abroad Advisor, OISP, effective January 15, 2008

Consent Personnel Action

Faculty Tenure-Track Appointments – 26

Prante, Tyler, Asst. Professor, Economics, September 16, 2008

Stinson, Jeffrey, Asst. Professor, Management, September 16, 2008

Faculty Overload Assignments – 27

[per terms and conditions outlined in workload plan]

He, Meiqi, Senior Lecturer, OISP/UESL, Winter 2008

Distinguished Service Recognition – 28

Rose, Colleen, Secretary Supervisor, Human Resources, effective Feb 21, 2008 [29 yrs]

Executive Session

At 3:37 p.m., trustees convened in executive session for 15 minutes under the authority of RCW 42.30.110 (g) "to review the performance of a public employee. . ."; the session was extended 20 minutes at 3:50 p.m.

Adjourned at 4:13 p.m.

Next Meeting

The Board of Trustees will meet in regular session May 2, 2008, in Barge 412 on the Ellensburg campus of Central Washington University.

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

Judy Yu, Chair
Board of Trustees
Central Washington University

Attachments: Resolutions honoring Washoe and President McIntyre