

5-20-2016

## May 19 and 20, 2016- Board of Trustees Meeting Minutes, Regular and Special Meetings

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## BOARD OF TRUSTEES

CENTRAL WASHINGTON UNIVERSITY

### Board of Trustees Minutes

#### Regular Meetings

May 19 and 20, 2016

*Approved July 29, 2016*

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#### **May 19, 2016**

**3:45-4:30 PM**

#### **Work session on Capital Planning, Barge 412**

Chair Thompson called the work session to order at 3:48 PM.

#### **Present:**

Mr. Keith Thompson, Chair  
Mr. Ron Erickson, Vice Chair  
Ms. Yazmin Aguilar  
Mr. Dan Dixon  
Mr. Glenn Johnson

#### **Also present:**

Dr. James Gaudino, President  
Dr. Stephen Hulbert, Provost/Vice President for Academic and Student Life  
Mr. Joel Klucking, Chief Financial Officer/Vice President for Business and Financial Affairs  
Ms. Linda Schactler, Chief of Staff/Secretary to the Board  
Mr. Gene Shoda, Vice President for Operations  
Mr. Alan Smith, Assistant Attorney General  
Ms. Kim Dawson, Executive Assistant to the President/BOT  
Dr. Katherine Frank, Incoming Provost  
Ms. Sharon O'Hare, Incoming Vice President for Enrollment Management  
Mr. Bill Yarwood, Director of Facilities Architecture & Engineering

Chair Thompson explained that the subject of today's work session is the 2017-2019 state capital budget priorities. Vice President Shoda will talk about CWU's capital budget recommendations that will be before the board for approval tomorrow.

#### **Information – 2017-2019 Capital Budget Recommendations**

Mr. Shoda explained that the intent of this work session is to review and answer any questions the board may have regarding CWU's capital budget request process. CWU will submit formal requests for 12 projects, which the legislature and governor will consider for funding during the 2017 legislative session. The priority list reviewed and discussed included the following:

1. Health Sciences – Major, Construction \$44,400,000
2. Energy Systems Efficiency – Major, Infrastructure \$15,000,000
3. Communication Security – Major, Infrastructure \$2,700,000
4. Aviation Expansion - Stand Alone \$9,900,000

5. Farrell Hall – Design \$3,900,000
6. Randall-Michaelsen Upgrades – Stand Alone \$7,900,000
7. Lind Phase 2 – Stand Alone \$9,200,000
8. Bouillon Phase 2 – Stand Alone \$9,600,000
9. Brooks Library Renovation – Stand Alone \$9,900,000
10. Psychology Renovation – Major, Predesign \$300,000

Work session adjourned at 4:30 PM and the Board convened in executive session.

#### **EXECUTIVE SESSION**

##### **Present:**

Mr. Keith Thompson, Chair  
Mr. Ron Erickson, Vice Chair  
Mr. Dan Dixon  
Mr. Glenn Johnson

##### **Also present:**

Dr. James Gaudino, President  
Dr. Stephen Hulbert, Provost / Vice President for Academic and Student Life  
Mr. Joel Klucking, Chief Financial Officer / Vice President for Business and Financial Affairs  
Ms. Linda Schactler, Chief of Staff / Secretary to the Board  
Mr. Gene Shoda, Vice President of Operations  
Mr. Alan Smith, Assistant Attorney General  
Ms. Kim Dawson, Executive Assistant to the President/BOT

An executive session was held for the purpose of discussing:

- acquisition of real estate under RCW 42.30.110 (1)(b);
- the performance of a public employee under RCW 42.30.110 (1)(g).

The executive session was convened at 4:32 p.m. and was scheduled to end at 5:00 p.m. At 5:00 p.m., Chair Thompson extended the executive session to 5:15 p.m. and announced the extension outside the conference room. Executive Session ended at 5:12 p.m.

Following the executive session, board and cabinet members attended the Polynesian Festival hosted by the Center for Diversity and Social Justice and a social dinner at the new Science II. No business was conducted.

***May 20, 2016***

#### **REGULAR MEETING**

Chair Keith Thompson called the official business meeting to order in Barge 412 at 9:07 a.m.

##### **Present:**

Mr. Keith Thompson, Chair  
Mr. Ron Erickson, Vice Chair  
Ms. Yazmin Aguilar  
Mr. Dan Dixon

Mr. Glenn Johnson

**Also present:**

Dr. James Gaudino, President

Dr. Stephen Hulbert, Provost/Vice President for Academic and Student Life

Mr. Joel Klucking, Chief Financial Officer/Vice President for Business and Financial Affairs

Ms. Linda Schactler, Chief of Staff/Secretary to the Board

Mr. Gene Shoda, Vice President of Operations

Mr. Alan Smith, Assistant Attorney General

Ms. Kim Dawson, Executive Assistant to the President and Board of Trustees

**Changes to the Agenda**

Chair Thompson called for changes to the agenda. Hearing none, he proceeded to the approval of the agenda.

**Approval of the Agenda**

**Motion 16-09:** A motion that the Board of Trustees of Central Washington University hereby approves the agenda of the meeting of May 20, 2016 was presented by Mr. Dixon and seconded by Mr. Johnson. Motion approved unanimously.

**Approval of the Minutes**

**Motion 16-10:** Mr. Erickson moved that the Board of Trustees of Central Washington University approve the minutes of the regular meetings of March 17 and 18, 2016, which was seconded by Mr. Dixon. Motion approved unanimously.

**PRESIDENT'S REPORT**

Celebrations

**Welcoming New Employees**

Dr. Katherine Frank was appointed Provost effective July 1, 2016. Dr. Frank is the current Dean of the College of Arts and Sciences at Northern Kentucky University. She has a B.A in English from Bates College and an M.A and Ph.D. in English from the University of Washington. Dr. Frank brings experience in responsibility-center management, managing and developing satellite campus centers, and strategic planning.

Ms. Sharon O'Hare is our new Vice President for Enrollment Management. She begins her position with us on June 20, 2016. Ms. O'Hare is currently the Associate Vice President of Enrollment Management and Student Success at the University of Montana. She has a B.A and an M.A in Mathematics from the University of Montana and a B.S in Economics from Colorado State and Wesleyan University. Ms. O'Hare developed the University of Montana's strategic recruitment and communication plan, is a former city planner for Missoula and Hamilton, Montana, and a former Director of Housing Development, Planning and Communication for the Missoula Housing Authority.

President Gaudino asked Provost Hulbert to introduce employees earning recognition from the Division of Academic and Student Life.

**Distinguished Civil Service:**

**Ms. Elaine Ames** - Elaine has served the University for 27 years in both Auxiliary Services Maintenance and University Housing and New Student Programs. As Director of University Housing Operations and Marketing, Elaine helps transition students to the campus. She is the face of University Housing at orientation events and is often the person responsible for marketing campaigns in University Housing. Elaine has served two terms as President of the Employee Council, and she was recognized by her peers as Employee of the Year. In addition, she also received top program honors for her marketing program, "Here's the D.I.R.T. on Central," which she presented at the Association of College and University Housing Officers International. Last, Elaine has been instrumental in customer-service training at the university as a qualified facilitator for the "Getting to the Heart of Customer Service" program. In retirement, she will be moving to Oklahoma to be near her oldest son and her newest grandchild.

**Distinguished Professor-Research:**

James Avey, Associate Professor, Department of Management, is this year's Distinguished Professor-Research. His research focused on how leadership is generated and sustained, and contributes to organizational and individual effectiveness. It included Boeing, Harley-Davidson, Kellogg, and the U.S. Army. Professor Avey has earned 11 national and international research awards. His work cited more than 7500 times and downloaded 55,000 times by institutions in 154 countries.

**Distinguished Professor-Teaching:**

Katharine Whitcomb, Associate Dean, College of Arts and Humanities & Associate Professor, Department of English, is this year's Distinguished Professor-Teaching. Professor Whitcomb is the author of two full-length poetry collections and two short books of poetry. Her honors include Stanford University Stegner Fellow in Poetry, Halls Fellowship, Wisconsin Institute for Creative Writing, Writing Fellowship, Provincetown, MA, and Association of Writers and Writing Programs Fellowship in Poetry. She is also published in the *Paris Review* and *Yale Review*.

Vice President Gene Shoda introduced the following nominee for distinguished status:

**Distinguished Civil Service:**

**Ron Harris** – Ron retired from Central Washington University on April 29, 2016 with 44 years of service. He served the university in a number of capacities within the Grounds Department, most recently as the Heavy Equipment Operator Lead. Ron was also recently recognized as Employee of the Month for January 2016.

**Approval of the Consent Agenda**

**Motion 16-11:** Mr. Johnson moved to approve distinguished and emeritus status for individuals named in the consent agenda, submitted to the Board of Trustees of Central Washington University on May 20, 2016. Mr. Dixon seconded. Motion carried.

**Other Celebrations / Points of Pride:**

**Justin Rodriguez** received a \$50,000 federal scholarship from the Environmental Protection Agency. His faculty mentor was Dr. Anne Johansen from the Department of Chemistry. The scholarship was awarded for research in environmental chemistry and includes tuition, room and board, participation in EPA conferences, and a 12-week internship at EPA lab in Corvallis, researching "potential effects of engineered nanoparticles on terrestrial ecosystems."

**Dr. Elvin Delgado** received the 2016 Rep. Timm Ormsby Award for Faculty Citizenship. This award encourages and honors exemplary civic engagement. Dr. Delgado was nominated for the award because of his tireless efforts to work for integrated energy and energy transition to clean and sustainable sources. During his first year at CWU, Dr. Delgado proposed, initiated and now directs the CWU Institute for Integrated Energy Studies. His work will have a lasting impact on the citizens of our state.

### **Other Accolades**

#### **Student Employment:**

- Charles Ellis, Call Center Manager, University Advancement, was named Supervisor of the Year.
- Kendall Lindberg was named Student Employee of the Year.
- Mishele Barnett, Madelyn Weber, Taylor Simental and Luke Campbell were finalists for Student Employee of the Year.
- The Student Team of the Year is University Housing and New Student Programs/Apartment Complex Team.
- Sydney Johnson completed the entire Wildcat Student Employment Leadership Program.

#### **College of Business:**

Received AACSB Accreditation, which is only awarded to 5 percent of business schools globally.

#### **Society of Health & Physical Education Honors CWU Alumni and Faculty:**

- Sara Russell – National High School Teacher of the Year
- Terri Drain – Elected to the SHAPE America Board of Directors
- Kirk Mathias – CWU Professor of Physical Education, SHAPE America Presidential Citation recipient.

#### **Athletics:**

- Students averaged a 3.0 cumulative GPA this year; 54 students made the GNAC All Academic Team
- Student-athletes performed 2500 hours of community service this year
- Softball was GNAC and Regional Champs; Coach Mike Larabee was Coach of the Year; Kiana Wood was Pitcher of the Year.
- Joseph Stroud and Mandy Steward were basketball Players of the Year
- Men's Rugby won the first two rounds in the Varsity Cup
- Women's Rugby were first-round winners in USA Rugby Division I Elite.

#### **Community Engagement:**

Manuel Rodriguez, Center for Leadership & Community Engagement, led the annual Yakima River Cleanup on April 16. This annual event focuses on picking up litter, pulling weeds, and restoring trails. The event brought together 300 volunteers with 7 local, state, and federal partners. They worked in six locations and picked up 4300 lbs. of garbage and laid 2400 lbs. of compost.

#### **Communications**

The President reported that he received one communication date April 13, 2016 from Nancy Lillquist, Ellensburg City Councilwoman, urging trustees to support the John Wayne Pioneer Trail easement.

## **Reports**

### **Inclusivity**

The president continues his meetings with the students. He hosts “Taco Tuesday” dinners with the student organizations and meets monthly with the “concerned students” group. Common themes of the discussions include:

- desire for more consistent advising and
- desire for a more welcoming climate, generally and particularly in direct student services.

Trustee Dixon commended the leadership on their progress with inclusivity at Central Washington University.

No reports were submitted by the **Employee Council** or the **Exempt Employee Association**.

### **ASCWU Student Government**

- Developing an 1891 Traditions Booklet
- Assisted with the expansion of Central Transit service to west Ellensburg
- Voluntary fee draft policy
- Developing options for a veterans memorial
- Other student activities this year: Civics Week, Lobby Day, Pride Week, Project Semicolon, the 100<sup>th</sup> Anniversary of ROTC, and the Person of Color Conference.

### **Faculty Senate**

- **Curriculum Committee** addressed 186 pieces of curriculum during March and April
- Working to increase students’ response rate on faculty evaluations
- General education review was launched.

President Gaudino thanked Lene Pedersen for her service as Faculty Senate Chair this year and welcomed Sathy Rajendran to the role. He added that the administration will be working with Faculty Senate on three projects: rethinking the BA, rethinking General Education, and rethinking the MA.

### **PUBLIC COMMENT**

No one signed up for public comment.

## **SUBCOMMITTEE REPORTS**

### **Business and Financial Affairs – Trustees Johnson and Thompson**

#### **Action – Approval of CWU Foundation Endowment Spending**

University Advancement has recommended a 4-percent spending rate from the Central Washington University endowment funds for the 2016-2017 academic year. The total amount to be transferred to the accounts to be used for scholarships, professorships, and fellowships will be \$209,064.

**Motion 16-12:** Mr. Johnson presented a motion that the Board of Trustees of Central Washington University approves \$209,064 or 4 percent of earnings as of 6/30/15 to be distributed to the endowment spending accounts. Mr. Erickson seconded the motion, which was approved.

### **Information – CWU Financial Updates**

Vice President Klucking gave a quick update on CWU financials. We have two months left in our fiscal year. It's been a record year for housing and dining. We are forecasting a second record increase in fall first-year enrollment of 19 percent, which comes on top of an increase of 21 percent last fall. Enrollment for fall 2016 is estimated to increase 300 over last year. Course fee requests for fiscal year 2017 include 28 new fees, 29 existing fees increased, two fees eliminated, and one non-course fee increased. Fee requests are vetted by the provost, business and finance committee and then approved by the president. Provost Hulbert added that ASL is going to undergo a review of all of the fees and tighten things up a bit. Trustee Johnson encouraged the Cabinet to think about fees strategically.

Vice President Klucking added that at the recent Cabinet planning retreat, the group agreed on the following budget decisions:

- No new “base” funding
- A university-side equipment investment of \$1.25M
- Unspent budget will be carried into FY17
- Unallocated revenues will go to academic units

Cabinet further agreed that RCM/ABB should be piloted this year with full implementation in FY 2018:

- Incremental budgets are in place for FY17
- Activity-based and incremental budgets run parallel
- Provost & deans will work on subvention plans
- Full implementation of RCM/ABB in FY18

### **Academic and Student Life – Trustees Erickson, Aguilar, and Black**

#### **Action – Approval of Faculty Tenure & Promotion**

State law (RCW28B.35.120) articulates the powers and responsibilities of the Board of Trustees to include employment of all university employees, including promotion and tenure of members of the faculty. Each year the board is asked to approve the recommendations for promotion and tenure, which are the result of an extended and comprehensive process.

*Not all individuals who start a tenure-track persist through the entire process.* However those who are promoted through evaluations in years 2 or 3, and again in 4 and five, generally are recommended for tenure.

Trustees have requested that they be provided information to inform this vote. Trustees were able to access, through Faculty 180, evaluations forwarded at each stage of promotion and tenure.

Tenure guarantees continuous appointment within a specific university department. Promotion is the movement from one academic rank to the next, typically from assistant professor to associate professor or from associate professor to full professor. Each process is based on criteria that include performance in teaching, scholarship and service. The cascading criteria include university, college, and departmental standards. There are five consecutive levels of review: department personnel committee, department chair, college personnel committee, dean, and provost, as outlined in articles 9.2 and 22.2 of the collective bargaining agreement.

This year, 22 faculty submitted records to be considered for promotion and/or tenure. All were recommended for promotion and/or tenure.

### **Faculty Promotions**

Amos, Yukari, Language, Literacy & Special Education, Professor, September 16, 2016  
Avey, James, Management, Professor, September 16, 2016  
Caoile, Nikolas, Music, Professor, September 16, 2016  
Gabriel, Kara, Psychology, Professor, September 16, 2016  
Garcia, Cesar, Communication, Professor, September 16, 2016  
Hennessy, Judith, Sociology, Professor, September 16, 2016  
Irwin, Jason, Biology, Professor, September 16, 2016  
Lupton, Natalie, Information Technology & Administrative Management, Professor, September 16, 2016  
Petersen, Naomi, Educational Foundations & Curriculum, Professor, September 16, 2016

### **Faculty Promotion and Tenure Granted**

Avitts, Ellen, Art, Assoc. Professor, September 16, 2016  
Blackson, Ginny, Library, Assoc. Professor, September 16, 2016  
Carroll, Brian, History, Assoc. Professor, September 16, 2016  
Egger, Anne, Geology and Science Education, Assoc. Professor, September 16, 2016  
Fu, Ping, Library, Professor, September 16, 2016  
Neurohr, John, Music, Assoc. Professor, September 16, 2016  
Portolese, Laura, Information Technology & Administrative Management, Assoc. Professor, September 16, 2016  
Reilly, Michele, Library, Professor, September 16, 2016  
Roemer, Karen, Nutrition, Exercise & Health Sciences, Assoc. Professor, September 16, 2016  
Sanders, Maria, Communication, Assoc. Professor, September 16, 2016  
Scoville, Alison, Biology, Assoc. Professor, September 16, 2016

### **Faculty Tenure Granted**

Martin, David, Associate Professor, Engineering Technologies, Safety & Construction, September 16, 2016  
Thompson, James, Associate Professor, Accounting, September 16, 2016

**Motion 16-13:** Mr. Erickson presented a motion that the Board of Trustees of Central Washington University approves faculty tenure and promotion as recommended by the Provost. Mr. Dixon seconded the motion, which was approved.

### **Approval – Honorary Degree**

State law ([RCW 28B.35.205](#)) authorizes boards of trustees of comprehensive universities to confer honorary bachelor's, master's, or doctoral degrees. [CWUR 1-60-020](#) outlines the nomination and review process for honorary degrees at Central. Procedures, Criteria, and Nomination Forms for the Award of Honorary Degrees. In fall 2015, the former chair of the CWU Board of Trustees, Sid Morrison, was nominated for an honorary doctoral degree and recommended for the degree at the conclusion of the CWU process.

Mr. Morrison has served the citizens of Washington State throughout his varied career as a state representative, state senator, U.S. Congressman, and state Secretary of Transportation. While serving 12 years as a CWU trustee, including seven as chair of the board, the full scope of his expertise was invaluable during a critical fiscal era. Mr. Morrison, encouraged civility, transparency, and mutual respect among board members, administrators, staff, faculty, and students, and took care to ensure all voices and viewpoints were heard.

Consistent with the honorary degree policy and procedures approved by the board, the Ad Hoc Honorary Degree Selection Committee recommended that **Sid Morrison** receive an honorary degree from Central Washington University. **The degree to be awarded will be Doctor of Humane Letters.**

**Motion 16-14:** Mr. Erickson presented a motion that the Board of Trustees of Central Washington University approves the award of an honorary Doctor of Humane Letter degree to Sid Morrison in recognition of his exceptional contributions to Central Washington University and the State of Washington. Mr. Dixon seconded the motion, which was approved unanimously.

#### **Approval of Faculty Code Changes**

The Faculty Senate, at their March 2, 2016 meeting voted to amend the Faculty Code, which added Faculty Consultation to Section I, Faculty Rights and Responsibilities.

**Motion 16-15:** Mr. Erickson presented a motion that the Board of Trustees of Central Washington University endorses the recommendation of the Faculty Senate and approves the changes to the Faculty Code. Mr. Johnson seconded the motion, which was approved.

#### **Information – Accreditation, Strategic Planning, and Implementation of the Strategic Planning On-Line Tool**

Bernadette Jungblut gave the group an update on accreditation and strategic planning. She explained that the three main challenges in the accreditation process are environment, scope, and time. The working groups have been developed. The board will receive regular updates on accreditation at every meeting until our visit in 2018. There are two stages of implementation in the strategic planning process. The first stage focuses on strategies and initiatives of the priority projects and indicators and metrics. The second stage will focus on calendar, cycle, communication, and development.

#### **End of the Year Resolutions**

**Trustee Erickson was asked to read Resolution 16-04:**

**WHEREAS**, Ms. Yazmin Aguilar was appointed to the Central Washington University Board of Trustees by Governor Jay Inslee on August 11, 2015, and will selflessly serve the board through June 30, 2016; and

**WHEREAS**, Ms. Aguilar was the 18th CWU student selected to serve on the board, following 1998 legislation creating a student seat on each of the governing boards of the state's six public baccalaureate institutions; and

**WHEREAS**, during her one-year term of service on the board, Ms. Aguilar reliably represented all citizens of Washington by commendably communicating her positions on a variety of substantive issues, and

**WHEREAS**, Ms. Aguilar revealed integrity, initiative, and interest when interacting with diverse public and university constituencies; and

**WHEREAS**, Ms. Aguilar provided astute advocacy for and conscientious commitment to students, their perspectives, and their concerns; and

**WHEREAS**, her commitment to the university's vision, mission, and goals was demonstrated through her involvement in the Center for Diversity and Social Justice, the Chavez-King Leadership Institute, and the William O. Douglas Honors College;

**NOW, THEREFORE, BE IT RESOLVED** that this Board of Trustees expresses its appreciation to Ms. Yazmin Aguilar for her insightful, inspired, and intelligent service as a member of the CWU Board of Trustees.

**ADOPTED and signed this 20th day of May 2016.**

**Motion 16-16:** Mr. Erickson presented a motion that the Board of Trustees of Central Washington University approves resolution 16-04 honoring Ms. Yazmin Aguilar. Mr. Dixon seconded the motion, which was approved unanimously.

**Trustee Erickson also read Resolution 16-05:**

**WHEREAS**, Stephen T. Hulbert joined CWU as provost in November 2015, bringing with him nearly 40 years of experience as faculty, Chief of Staff, Provost, State Higher Education Commissioner, Chief Financial Officer, and President; and

**WHEREAS**, Dr. Hulbert’s remarkable knowledge and administrative and academic expertise immediately earned the trust and respect of the CWU community; and

**WHEREAS**, Dr. Hulbert conducted the business of the office of the provost with a door that, literally, was nearly always open, and speech that was always clear and direct; and

**WHEREAS**, The Boston native’s self-descriptors—“I’m just an *old* CFO” and “I’m just bein’ a *smaht* alec”—belied his organizational acumen and interpersonal acuity; and

**WHEREAS**, Dr. Hulbert exhibited or developed habits and tastes that may mark CWU in his memory and will set him in ours, including a new-found fondness for Rock Star energy drinks, a robust appetite for coffee and chocolate, and an occasional taste for a well-timed Crown Royal; and

**WHEREAS**, Dr. Hulbert will leave us just as he’s come to terms with the suite in Kamola, where couches are unsitabable and the noise is unremitting; and

**WHEREAS**, In his short months with us, Dr. Hulbert made key hires, moved forward difficult and complex initiatives, and strengthened his division when other “interims” might simply have kept the chair warm;

**BE IT THEREFORE RESOLVED** that this Board of Trustees and the university community extend to Dr. Hulbert their deepest gratitude for his leadership, wisdom, and humor, all of which will be greatly missed.

**ADOPTED and signed this 20th day of May, 2016.**

**Motion 16-17:** Mr. Erickson presented a motion that the Board of Trustees of Central Washington University approves resolution 16-05 honoring Mr. Steve Hulbert. Mr. Dixon seconded the motion, which was approved unanimously.

## Operations – Trustees Dixon and Liu

### Action – Approval of Resolution 16-03, CWU-City of Ellensburg Trail & Utility Easement.

The John Wayne Pioneer Trail follows a former railway roadbed for 300 miles across two-thirds of Washington from the western slopes of the Cascade Mountains to the Idaho border. The trail is named in honor of the John Wayne Pioneer Wagons and Riders Association for their assistance in creating the trail. In 2002, it was designated a National Recreation Trail.

The 100-mile (160 km) portion from Cedar Falls (near North Bend) to the Columbia River south of Vantage has been developed and is managed as the Iron Horse State Park. A section of this trail bisects CWU property near Brooklane Village, on the eastern-most edge of campus. The total length of this easement encompasses 1.14 acres. The city seeks this easement to connect that portion of the John Wayne Trail with the city's non-motorized trail systems and utility easements.

Under this agreement, the City of Ellensburg is responsible for maintenance of the trail surface and utility (water & power) easement. CWU continues to maintain the landscaping areas within the easement. This easement will provide an equestrian bypass and improvements that will benefit many of our students, faculty and staff that already use the trail for both recreation and exercise.

RCW 28B.35.120 grants trustees "...full control of the regional university and its property of various kinds, except as otherwise provided by law." Staff seek board approval to establish a trail and utility easement between the University and the City of Ellensburg is presented for Board adoption. The conditions of this trail and utility easement document have been developed jointly by representatives of the Facilities Management Department and the City of Ellensburg.

**Motion 16-18:** Mr. Dixon presented a motion that the Board of Trustees of Central Washington University adopt resolution 16-03 granting the City of Ellensburg a trail and utility easement for the John Wayne Trail Extension. Mr. Erickson seconded the motion, which was approved.

### Action – Approval of 10-Year Capital List

The legislature requires baccalaureate institutions to articulate capital budget priorities and submit them to the state budget office, the Office of Financial Management (OFM), in the even-numbered year of each biennium. In June, CWU will provide OFM a ten-year priority list, and a list of minor works and construction priorities for the 2017-2019 biennium. CWU will submit formal requests for 12 projects, which the legislature and governor will consider these items for funding during the 2017 session of the legislature.

The state budget office reviews and scores funding requests within the following categories:

- Minor works: projects valued under \$2 million
- Stand-alone: projects valued between \$2 and \$5 million
- Major Projects: projects valued at or above \$5 million (RCW 43.88.030). Higher education institutions can request design and construction funding in the same biennium for smaller projects (under \$10 million) in which a design-build contract will not be used. Except for infrastructure projects, the typical development process for major projects occurs over three biennia, with funding provided separately for each biennial phase:
  1. Pre-design funding - scoping the project complexity and long-term costs
  2. Design – architectural planning

3. Construction – realization of the final structure.

The university will request construction funding for the Health Sciences building as its top priority. Other projects are listed in priority order; descriptions may be found on attachment 3. Upon approval of trustees, the necessary documentation will be submitted to the Office of Financial Management.

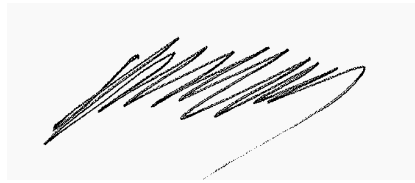
**Motion 16-19:** Mr. Dixon moved that the Board of Trustees of Central Washington University approve the 2017-2019 Capital Budget priorities, as recommended. The motion was seconded by Mr. Erickson. Motion approved unanimously.

**Next Meeting:**

Chair Thompson announced that the next meeting of the Board of Trustees is the annual planning retreat July 28-29, 2016 in Cle Elum. The meeting adjourned at 11:54 AM.



Linda Schactler, Secretary to the  
Board of Trustees  
Central Washington University



Keith Thompson, Chair  
Board of Trustees  
Central Washington University