

1-27-2017

January 26 and 27, 2017- 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
January 26 and 27, 2017**

Approved March 31, 2017

January 26, 2017

4:00-5:00 PM – Capital Work Session in Barge Hall, room 412

Chair Thompson called the meeting to order at 4:00 PM.

Board Members Present:

Keith Thompson, Chair
Ron Erickson, Vice Chair
Erin Black
Dan Dixon
Glenn Johnson (via phone)
Joseph Knight
Robert Nellams

Staff Members Present:

James Gaudino, President
Linda Schactler, Chief of Staff / Secretary to the Board
Joel Klucking, Vice President for Business and Financial Affairs, Treasurer to the Board
Gene Shoda, Vice President for Operations
Katherine Frank, Vice President for Academic and Student Life
Kim Dawson, Executive Assistant to the President and Board of Trustees
Kurtis Lohide, Interim Vice President for Operations
Sharon O'Hare, Vice President for Enrollment Management

Chair Thompson introduced trustee Robert Nellams, appointed to the board in December 2016. He is the director of the Seattle Center and is a graduate of CWU with a BS in Accounting (1981). He is the former chair of the CWU Foundation, has engaged students on campus in lectures and activities, and he has invited students to the Seattle Center and other events in Seattle. Robert brings a wealth of experience in facilities management, budgeting, fundraising, and community outreach. He has agreed to serve on our subcommittee on budget and finance.

Kurt Lohide began serving as interim Vice President of Operations on January 1. Gene Shoda has been our interim and will be leaving us at the end of the month to explore new horizons. Kurt has had a distinguished career in higher education, including his service as vice president for administration and finance at The California Maritime Academy, a campus of The California State University. Kurt also service as vice president for finance and administrative services for Winona State University in Winona, Minnesota. Prior to joining Winona State University in 2008, Kurt retired with the rank of colonel after a distinguished career in the US Air Force. His work included serving as staff director for the Air Forces Smart Operations-21, where he directed

business transformation practices throughout the United States for the Air Force Warfare Center. He also served as Commander of the 435th Air Base Wing at Ramstein, Germany, where he was responsible for all aspects of the budget, finance, base operations, communications, security, human resources and other personnel services for the largest support wing in the U.S. Air Force.

Chair Thompson reminded board members that the annual Conference on Trusteeship hosted by the Association of Governing Boards is in April. Several board members will attend.

Vice President Shoda gave a campus master plan update. The Operations Division has been extremely active in preserving, building and planning for the future. We have been fortunate with capital funding in prior biennia and again are well positioned for the funding of a new building (Health Sciences) in the 2017/2019 biennium. As with projects of the past, there should be a high level of confidence that this facility, if funded, will provide improved learning environments and additional capacity needed for future growth.

Current and projected enrollment growth, coupled with increasing student desire for improved amenities and the lack of direct funding for some of our non-academic facilities, are increasing facilities stresses across campus. Housing has delayed some renovations to accommodate this year's enrollment growth, the SURC facilities are being stretched and some athletics facilities have fallen into disrepair.

CWU has engaged Johnson Consulting Services and The Scion Group to provide recommendations and options to evaluate and / or develop strategies to address some of these challenges. Under consideration is the expansion of the SURC, new athletic facilities, additional resident halls and apartments, and housing for faculty and staff. They have completed a draft report, which they will finalize in early April.

The business meeting adjourned at 5:31 PM.

Board and Cabinet members gathered for a social dinner at the University House at 6:00 PM. No business was conducted.

January 27, 2017

REGULAR MEETING

Chair Keith Thompson called the official business meeting to order in Barge 412 at 9:01 a.m.

Trustees Present:

Keith Thompson, Chair
Ron Erickson, Vice Chair
Erin Black
Dan Dixon
Glenn Johnson (via phone)
Joseph Knight
Robert Nellams

Staff Members Present:

James Gaudino, President
Linda Schactler, Chief of Staff/Secretary to the Board
Joel Klucking, Vice President for Business and Financial Affairs, Treasurer to the Board

Alan Smith, Assistant Attorney General
Gene Shoda, Vice President for Operations
Katherine Frank, Vice President for Academic and Student Life
Kim Dawson, Executive Assistant to the President and Board of Trustees
Kurtis Lohide, Interim Vice President for Operations
Sharon O'Hare, Vice President for Enrollment Management

Trustees Not present:

Chris Liu

Approval of the Agenda

Motion 17-01: Mr. Dixon moved that the Board approve the agenda of the meeting of January 27, 2017.
Mr. Erickson seconded the motion, which was approved.

Approval of Minutes

Motion 17-02: Mr. Dixon moved that the Board of Trustees of Central Washington University approve the minutes of the regular meetings of October 20 and 21, 2016, which was seconded by Mr. Erickson. Motion approved.

CHAIR'S REPORT

Chair Thompson reported that the Association of Governing Boards (AGB) put out a call asking boards to submit articles for the AGB John W. Nason Award for Board Leadership. The article was to focus on "celebrating your board." Keith drafted an article with Linda Schactler's assistance and submitted it in October. Although CWU was not selected as the award winner, it was a great story to tell.

PRESIDENT'S REPORT

Celebrations

Welcoming New Employees

President Gaudino welcomed Kurt Lohide, Interim Vice President of Operations. Kurt will be taking over for Gene Shoda, who will be leaving us at the end of the month.

Distinguished Service

Katherine Frank, Provost, introduced **Dale Brubaker**, who has worked in the Collections Development and Acquisitions Department of the Brooks Library for 17 years as a paraprofessional 4. Dale's attention to detail and dedication to his job has served CWU well.

Joel Klucking, Chief Financial Officer/Vice President for Business and Financial Affairs, introduced the following nominees for distinguished civil service status:

- **John Ebenal** is retiring February 3, 2017 after more than 31 years of service to Central Washington University. He has been a source of knowledge and experience to accounting students and CWU employees for many years, from the pencil-and-paper era, through the adding machine and green bar era, and into the modern computer accounting age. John has been instrumental over the years in various system implementations and upgrades. He developed the original Grants and Contracts office

and has assisted with the management and growth from \$3.7 million in grants 31 years ago to the current \$14.5 million.

- **Carol Hill** is retiring January 31, 2017 with 35 years of service to Central Washington University. She is a fiscal technician 3 in the Accounting Office and has assisted many CWU employees with their accounting questions and needs over the years. Her love of Elvis is known to many.

Gene Shoda, Vice President of Operations, introduced the following nominees for Distinguished Civil Service Status and Distinguished Administrator:

- **Christina Hull** passed away in November 2016 and was awarded Distinguished Civil Service status posthumously. She started her nearly 17-year custodial career at CWU in December of 1999. She spent the majority of her years in Science I. Chris was always willing to go the extra mile to meet the needs of her customers. She was a conscientious and courteous custodian.
- **Mike Moeur** will retire January 31, 2017 with more than 20 years of service. Mike has held the position of stationary engineer and has been one of the most knowledgeable and dependable of operators. Mike's friendly and professional demeanor has earned him many compliments from staff and students over the years.
- **Robert Pieters** spent his 30-year career at CWU in Facilities Management. He started as a custodian, but for the last 26 years, Bob has worked on the transportation crew, collecting refuse and recycling materials. Bob takes great pride in his work. Over the years, he received several letters of commendation and appreciation. His easy-going demeanor, excellent work ethic and patience with others made Bob an admirable team member.
- **Sandy Colson** will retire January 31, 2017 with over 20 years of dedicated service to the university. In her position at FMD, Sandy played a key role in overseeing a major management reorganization. Her attention to detail and her thoughtful, steady approach to problem solving were invaluable during this process. She also has broad experience across the university, including serving as the executive assistant to the President and Board of Trustees before moving to FMD.

Approval of the Consent Agenda

Motion 17-03: Mr. Dixon 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 January 27, 2017. Mr. Erickson seconded the motion, which carried unanimously.

Other Celebrations / Points of Pride:

Congratulations General James Mattis

- Confirmed U.S. Secretary of Defense

Other Accolades

- **Toni Woodman**, First Year and Exploratory Advising, received the 2017 Region 8 Excellence in Advising – New Advisor Award by the National Academic Advising Association (NACADA)
- **Brett Bleggi**, Lead Graphic Designer/Public Affairs, was awarded Print Rocks! Best Print in the West Awards, for Best of Direct Mail Campaigns
- Thank you to **FMD Ground Crew** for keeping our sidewalks, driveways and parking lots cleared and safe

Communications

The Board acknowledges receipt of one communication since the October meeting. A letter, dated January 10, 2017, from Mark Schoesler, Washington State Senate Leader, supporting CWU's decision to honor Senator Jim Honeyford with an Honorary Doctoral degree.

Reports

Employee Council

Lidia Anderson, Chair of Employee Council (EC), reported that EC assisted with this year's 2nd Annual Holiday Open House sponsored by the Combined Fund Drive. They accepted food and clothing to donate to FISH Food Bank and the Ellensburg Community Clothing Center. In addition, EC hosted presentations for members on the MyCWU Upgrade and electronic PDPs.

Exempt Employee Association

Joey Bryant, Chair of the Exempt Employee Association (EEA), reported that this year, EEA instituted the university's first Exempt Employee of the Month Award. They are working with HR on cyclic leave changes for exempt staff. They are also collaborating with EC to research options for improvements in employee and dependent waivers.

Faculty Senate

The general education redesign team is developing the Gen Ed Program framework, which will be brought to Senate for a vote in March. The executive team for the baccalaureate task force work groups has been formed and research will complete research by the end of winter quarter. Feedback will be solicited during spring quarter and a progress report will be presented to the board of trustees in late spring. The Faculty Senate Executive committee and faculty of CWU issued an affirmation of shared values. This statement affirms President Gaudino's December 1, 2016 letter to the campus university on immigration matters and amplifies our shared ethical commitment to all our students.

Inclusion and Diversity

President Gaudino reported that political debate before and after the presidential election has created unprecedented levels of emotion, fear and confusion. CWU faculty member, Marte Fallshore, led a "Not in Our Kittitas County" response to hate speech, which included a peace march. Faculty, staff, students and community members participated in the march.

RESOLUTIONS

Trustee Erickson read Resolution 17-03.

WHEREAS, bullying, harassment, hate speech and violence have become a daily occurrence and is increasing across the nation;

WHEREAS, history has tragically taught us that when people stand by and allow acts of intolerance, violence, and hatred to occur it is seen as acquiescence;

WHEREAS, people often feel isolated, without hope, and helpless to do anything individually to end violence;

WHEREAS, communities across the country, by standing together, have been successful in building strong, inclusive, diverse and tolerant communities while respecting each citizen's right to free speech;

WHEREAS, civic and religious organizations nationwide have led efforts to talk about their community values and learn to prevent hate activity if it comes to their town;

WHEREAS, a group of citizens, reacting to recent incidents of hate speech in our community, have organized to proclaim Not In Our Kittitas County;

WHEREAS, we, the Board of Trustees of Central Washington University, in keeping with the principle of respect for all people, unequivocally oppose any manifestation of bullying, harassment, hatred and prejudice towards any group or individual;

NOW THEREFORE WE resolve to actively work to make Kittitas County a safe place, free of discrimination and hatred of any kind. We also resolve to promote a climate of safety, inclusion, and acceptance in our community.

DATED this 27th Day of January, 2017

Motion 17-04: Mr. Dixon moved that the Board of Trustees of Central Washington University approves resolution 17-03 supporting the Not in Our Kittitas County Resolution on inclusiveness. Mr. Johnson seconded the motion, which was approved unanimously.

Trustee Black read Resolution 17-04.

The Faculty Senate Executive Committee and faculty of Central Washington University issue this affirmation of our shared values, at this important, and uncertain, moment in history. This statement affirms President Gaudino's December 1, 2016 letter to the campus university on immigration matters and amplifies our shared ethical commitment to all our students.

We unequivocally express our support and compassion for all our students who may be undocumented or whose citizenship status may be ambiguous. We recognize with great concern that students who have had "Deferred Action for Childhood Arrival" (DACA) status are anxious about their futures and the futures of their families and loved ones. We note that President Gaudino co-signed the national open letter by university and college presidents calling for a continuation of the DACA policy, and we affirm that all DACA students are valued members of our university community. We are all committed to the education and positive development of our DACA students, and all others whose citizenship status may be ambiguous or undocumented, within a safe and respectful environment. To the extent permissible by law, we pledge to do everything we can to honor and provide a safe educational environment, in every classroom and on all the university campuses, for all students regardless of documentation or citizenship status.

Specifically, we express support for the university's commitment to the following policies and principles:

- The university is committed to its educational mission. It has no affirmative responsibility to enforce immigration law, and will not initiate any such action. This remains the responsibility of Federal authorities.
- The university is committed to safeguarding student privacy and will not release student educational records, information about students' immigration status, or biometric data, such as fingerprints, to law enforcement agencies, including ICE, without a specific court order.
- Campus police remain committed to respecting the rights and privacy of all students. They do not question people about their immigration status and will not arrest or detain undocumented persons simply because they are undocumented.
- The university does not make admissions or other decisions about students based on immigration

status, and does not request immigration documentation (except as needed to determine the eligibility of “HB 1079” students for resident tuition rates).

- The university is committed to providing adequate mental health, advising, & counseling services for all students, provided by professionals who have competency in working with marginalized communities.
- While we protect freedom of speech, sometimes even offensive speech, we do not tolerate unlawful harassment, threats, or hate crimes as defined under our student conduct code or applicable law.
- The university welcomes and affirms the values of diversity and inclusiveness, as well as the right of all students to be free from unlawful interference with the attainment of their educational goals.

We recognize the national legal and political environment on immigration enforcement matters is fluid and may change in the coming months. We pledge to work compassionately with all students who have immigration concerns and provide timely and transparent updates on relevant university policies and resources.

Submitted by Senator Mark Auslander, endorsed by the Senate Executive Committee, and voted/endorsed by the CWU Faculty Senate on January 11, 2017.

NOW THEREFORE BE IT RESOLVED that this Board of Trustees and the university community are in support of CWU preservation of CWU’s support for student privacy and security.

ADOPTED and signed this 27th Day of January 2017.

Motion 17-05: Mr. Dixon moved that the Board of Trustees of Central Washington University approves resolution 17-04 supporting the Faculty Senate’s resolution in support of CWU preservation of CWU’s support for student privacy and security. Mr. Erickson seconded the motion, which was approved unanimously.

Trustee Erickson read Resolution 17-02

WHEREAS, General James Mattis is a native son of Washington State with deep roots in Central and Eastern Washington; and

WHEREAS, General Mattis graduated with a degree in history from Central Washington University in 1971; and

WHEREAS, upon his graduation from CWU General Mattis was commissioned as an officer in the United States Marine Corps; and

WHEREAS, General Mattis had a distinguished career as an officer including service in the first Iraq war, and in Afghanistan and Iraq after the attacks on the United States of September 11, 2001, culminating in his leadership of the United States Central Command from 2010 to 2013; and

WHEREAS, during his decades of thoughtful military service General Mattis exemplified the classic definition of a soldier scholar; and

WHEREAS, General Mattis was confirmed on January 20, 2017, as the Secretary of Defense for the United States by a vote in the United States Senate of 98 to 1, becoming only the second retired military officer to serve in this Cabinet office; and

WHEREAS, the Central Washington University community and all of its members are proud of the accomplishments and leadership of General Mattis;

NOW THEREFORE BE IT RESOLVED that this Board of Trustees and the university community congratulate General Mattis on his Cabinet appointment and extend to him their heartfelt best wishes for a successful tenure as our Secretary of Defense.

ADOPTED and signed this 27th day of January, 2017.

Motion 17-06: Mr. Knight presented a motion that the Board of Trustees of Central Washington University approves resolution 17-02 honoring CWU alumnus, General James Mattis. Mr. Dixon seconded the motion, which was approved unanimously.

Trustee Dixon read Resolution 17-01

WHEREAS, Gene Shoda served CWU as an information technology project manager in 2006 and 2008, and returned in 2011 to serve as project manager, interim Assistant Vice President for Information Services, interim Chief Information Officer (CIO), and interim Vice President of Operations; and

WHEREAS, his leadership was instrumental in completing the iCAT project, which transformed our legacy systems and business processes into modern, more efficient, digital platforms; and

WHEREAS, Gene brought to CWU a culture of project management and continuous improvement, instrumental qualities in managing record capital appropriations and progress on initiatives such as the four-year degree planner, iCAT, construction of a data warehouse, and mission-critical updates to PeopleSoft; and

WHEREAS, Gene's leadership style is summarized by some of his favorite aphorisms including, "Work hard in silence, let success make the noise," and the much more concise career-success guidance, "Don't suck"; and

WHEREAS, Gene's effective leadership style includes turning an hour glass at the beginning of conversations and regularly reminding some administrators that there are only 1440 minutes in the day; and

WHEREAS, Gene's "walking around" management style, humor, and unquenchable search for office chocolate stashes has made him well known to employees across campus; and

NOW THEREFORE BE IT RESOLVED that this Board of Trustees and the university community extend their deepest appreciation to Gene Shoda for his remarkable and transformational contributions to the quality and effectiveness of CWU, and offer our best wishes for his future endeavors.

ADOPTED and signed this 27th Day of January 2017.

Motion 17-07: Mr. Erickson presented a motion that the Board of Trustees of Central Washington University approves resolution 17-01 honoring outgoing Vice President of Operations, Gene Shoda. Mr. Nellams seconded the motion, which was approved unanimously.

PUBLIC COMMENT

Brendan Crowley – Labor Advocate, Washington Federation of State Employees, AFSCME Council 28, AFL-CIO, presented public comments regarding unfair labor practices at CWU. He explained that his union represents

174 employees at CWU and would like to adhere to the agreement that is in place. He has been working with Corey Moriyama and would like to continue working together to build an institution we can be proud of.

PUBLIC AFFAIRS REPORT

Linda Schactler gave a brief update on Public Affairs. CWU's priorities in the 2017 legislative session include \$125 million in capital construction and renovation; the \$49-million Health Sciences project is the number one priority.

In the operating budget, CWU has requested about \$19 million in programmatic enhancements, including initiatives to address chronic wildland fires, the statewide shortage of K-12 teachers, and the need to provide advising resources to students. CWU also is seeking stability in the state's 24-month-old tuition policy, in order to support long-term budget management for students as well as for the university.

The challenges, as always, are not insignificant in this legislative session with a flat economy and formidable K-12 education funding deficit. As has been well reported in news channels, the Supreme Court McCleary decision, requiring adequate funding of basic K-12 education, is the focus of this legislative session and is expected to draw significant attention and funding from other areas.

Marketing is another public affairs priority, particularly marketing in support of enrollment goals. Public Affairs is working with Enrollment Management and Academic and Student Life to inform marketing with research in order to target communications strategically. Like every other organization in the world, CWU is making the shift to digital communications, expanded video content, and social media platforms. Public Affairs also has launched partnerships with commercial and public media groups in order to leverage distribution of content to key stakeholders—public policymakers and opinion leaders, as well as parents and students.

SUBCOMMITTEE REPORTS

Enrollment Management – Trustee Erickson

Information – Enrollment Management Update

Winter Quarter Enrollment Report: Tenth Day Census Enrollment Report for Winter Quarter 2017

Winter quarter, 2017 state-funded enrollment is 10,821, a 431-student decrease over fall quarter enrollment of 11,252. The slight decrease of 3.9% is normal and consistent with previous fall-to-winter enrollment behavior.

Waiver Optimization Draft Report: Ruffalo Noel Levitz (RNL) issued a draft report for the Enrollment & Revenue Management System (ERMS). The report analyzes the fall 16 waiver yield and net-tuition revenue for first-year and new transfer students, based on both student need and student ability.

The report includes recommendations the waiver/tuition discount plans for fall 17 (the transition year) and fall 18 (full implementation.) RNL's recommendations where implementation is underway or not yet started are:

- Target students in states where there will be major demographic shifts to influence specific student groups to apply and enroll. Determine what specific parts of the Washington have high schools with populations that tend to be more diverse and whose students are most likely to succeed at CWU.
- Make first-year merit scholarships four-year awards with specific renewal criteria.
- Consider consolidating or eliminating other scholarships and/or grants to fund four-year offers and additional grants.

- Develop a plan to supplement needy students within the context of the Student Financial Aid Matrix, by meeting a specific percentage of their need with institutional, need-based aid.
- Analyze whether it is possible to modify scholarship deadlines for up-front scholarships to extend availability
- Update website to promote scholarships and allow quick access by students to determine their eligibility. Add merit scholarships to the net price calculator results.

The Ruffalo-Noel Levitz recommendations fully implemented last fall include:

- Eliminate FAFSA requirement to be considered for merit “trigger” scholarships. The admission application and acceptance should be the only requirements for scholarship consideration.
- Offer all students in the top three tiers the set merit amount at acceptance: T1 \$3,000; T2 \$2,000; T3 \$1,000.
- Send merit scholarship notification letters four days after mailing of admission acceptance letter.
- Continue to offer the same amount of gift aid for like enrolled and non-enrolled students.

Strategic Enrollment Planning Update

As one of the first stages of creating a strategic enrollment plan, the Department of Institutional Effectiveness is completing an “environmental scan,” a comprehensive data collection and assessment of CWU’s internal and external environments. The environmental scan will be completed by February 1. The Strategic Enrollment Plan working groups are scheduled to meet during the winter and spring quarters.

For trustees who want to learn more about enrollment management and planning, the book *Strategic Enrollment Planning: A Dynamic Collaboration* provides a comprehensive overview of how to create a plan nimble enough to respond to the constantly changing higher education environment. The university leadership and administrative team have received the book, and copies will be provided to the board of trustees when they meet Jan. 26 and 27.

Business and Financial Affairs – Trustees Johnson and Nellams

Information – BFA Update

Joel Klucking gave a brief mid-year check-up of the budget, including operating funds, non-operating funds and expenses. This snapshot shows university spending rates are on target.

Information – Housing and Dining Update

Richard DeShields gave a comprehensive Housing master plan update, including information regarding a room and board rate request. He briefed the group on the current housing and dining financial situation and shared how the comprehensive housing plan is moving along. The proposed action plan is to continue to address preservation needs, plan for renovations or new construction, offset anticipated annual 3-percent increase in operating costs, and ask for an increase in room and board rates by an aggregate of 5 percent.

Action - Approval of Auxiliary Services 2017-2018 Housing and Dining Rate Approval

Business and Financial Affairs seeks authorization to increase the room and board rate up to 5 percent, aggregate for the 2017 academic year (fiscal year 2018). Rate increases are requested one year in advance of implementation in order to inform planning, budgeting and aid packaging, and to inform students of the rates before they sign housing and dining contracts. The lead-time also allows CWU to seek student input on the rate increases; this year consultation with students began in November 2016.

The proposed rates fund building preservation, furniture replacement, improved security, and other goals, as well as cover costs associated with utility rate increases and the recently enacted minimum wage increase. The Budget and Finance Committee supported the draft request at the November 15, 2016 meeting.

Motion 17-08: Mr. Johnson moved that the Board of Trustees of Central Washington University hereby approves the Auxiliary Services Housing and Dining maximum rate increase, not to exceed 5 percent, aggregate for fiscal year 2018. Mr. Dixon seconded the motion. Motion approved.

Action – Approval of Summer School 2017 Budget Proposal

The Budget and Finance Committee and the Provost have reviewed and recommended the Summer Session 2017 Budget Proposal for submission to and approval by the Board of Trustees. State law provides a structure for tuition rates for fall, winter, and spring quarters. However, RCW 28B.15.067(4)] allows governing boards to "reduce or increase full-time tuition fees for all students other than resident undergraduates...including "summer school students."

The summer session rate has historically equaled the tuition rate applied to the previous fall quarter. In fall 2016, tuition declined 15 percent. Rather than decreasing summer 2017 tuition, staff recommend holding the summer 2017 fee rate to the level charged for the 2016 summer session, for resident undergraduates. Staff propose implementing a tiered rate for out-of-state students, leveraging a 50-percent rate increase, which would affect about 10 percent of summer enrollment. Out-of-state students enrolled only in online courses would receive a waiver, reducing their tuition fee to the in-state rate.

Motion 17-09: Mr. Johnson moved that the Board of Trustees of Central Washington University hereby approves the Summer Session 2017 Budget Proposal, including with no change to the rate for resident undergraduates or non-residents enrolled only online, and a 50-percent rate increase for non-resident students. Mr. Erickson seconded the motion. Motion approved.

Information – Summary of Fiscal Year 2016 Independent Audit Results

On December 28, 2016 representatives of the Washington State Auditor's Office (SAO) held an exit conference with representatives of Central Washington University's Board of Trustees and of Business & Financial Affairs for the purpose of reviewing the results of the independent audits of fiscal year 2016 and to provide an open forum for discussion.

The university received reporting packets for the two audits performed. The packets included an "independent auditor's report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with government auditing standards." The audits performed were:

- The university's Comprehensive Annual Financial Report, which included an unmodified or "clean" opinion with no findings.
- The university's System (a combination of the housing/dining, bookstore, parking and student fee funds), which included an unmodified or "clean" opinion with no findings.

On each of the audits, the SAO also noted:

- No material misstatements in the financial statements corrected by management during the audit.
- No significant deficiencies in internal control over financial reporting.
- No instances of noncompliance that could have a direct or material effect on the determination of financial statement amounts.

The SAO also provided a list of uncorrected misstatements, as required by auditing standards, and the SAO agreed that they were immaterial to the fair presentation of the financial statements. The total audit cost \$39,175 which was similar to the prior year for the two reports and was slightly below the \$42,360 budgeted.

Academic and Student Life – Trustees Erickson, Black and Knight

Information – Provost's Report

NWCCU Reaffirmation of Accreditation: Preparation for the 2018 accreditation site visit continues and remains on track with work on the communications plan, collection of documentation/evidence, and crafting of the self-study.

ASL Work Plan and Baccalaureate Task Force: Work groups have been formed to advance various initiatives in the ASL Work Plan. ASL is working collaboratively with Senate, as well as the Baccalaureate Task Force, to populate and jointly charge several workgroups focused on common initiatives. The efforts of all of these workgroups will help advance the university's Strategic Plan.

Strategic Planning: Work continues at the unit level to update current strategic plans and generate new plans when necessary. Training initiated during fall quarter has continued into winter quarter and featured a two-day training provided by the Society for College and University Planning. Approximately 37 administrators, faculty, and staff completed the training.

General Education Redesign: The General Education Redesign project has progressed along the published timeline. The Faculty Senate has approved the timeline, guiding philosophy, and program goals. The General Education Framework is currently being discussed and is scheduled to be presented before Faculty Senate on March 1, 2017.

Education Advisory Board: The Education Advisory Board (EAB), through their Academic Performance Solutions (APS) project, has been working with CWU for the past year and a half to provide data analysis to examine and respond to enrollment trends, student progress barriers, class size and seat utilization. The College of Business and College of Arts and Humanities are serving as case studies and findings will be presented at the July 2017 meeting.

Budget Model Redesign: The transition to Activity Based Budgeting/Responsibility Center Management continues and remains on track ,with a planned launch date of July 1, 2017. The provost and the VP for Business & Financial Affairs conducted budget forums during fall quarter, and will continue winter and spring quarter in order to collect feedback from stakeholders as well as to educate/inform stakeholders once the model is finalized.

Sammamish and University Centers: On January 11, 2017, CWU and the City of Sammamish signed an MOU outlining the framework for the lease of the Mars Hill Church property. Lease negotiations the lease agreement are underway. Paperwork is being prepared for submission to NWCCU, and with approval by NWCCU, operations would commence fall quarter 2017.

Action – Approval of Faculty Code Revisions

The Faculty Senate, at their Nov. 30, 2016 meeting, voted to amend the Faculty Code:

- Recommends an amendment to the Faculty Code Faculty Rights and Responsibilities Section I. B
- Recommends an amendment to the Faculty Code Section II. B. Emeritus Faculty Appointments.
- Recommends an amendment to the Faculty Code Section IV. D. 4. Committees.
- Recommends an amendment to the Faculty Code Section V.

Motion 17-10: Mr. Erickson moved that the Board of Trustees of Central Washington University hereby endorses the recommendation of the Faculty Senate and approves the changes to the Faculty Code. Mr. Dixon seconded the motion. Motion approved.

Operations – Trustees Dixon and Liu

Information – Capital Update

Vice President Shoda gave a brief update on Capital projects:

- Science II is fully occupied
- Combined utilities upgrades are substantially complete
- LAN infrastructure is substantially complete; 10 GB backbone, Network firewall upgrade & fiber optic capacity upgrade
- Samuelson construction is 25 percent complete
- Lind Hall construction is 10 percent complete
- Student Service Center in Bouillon – notice to proceed has been issued
- Welcome Center, located in Old Heat:
 - phase I abatement and selective demo is complete;
 - phase II core and shell notice to proceed anticipated in February, and
 - phase III program build-out is in design to be bid in March
- Health Science Building: pre-design is complete, design is 50 percent complete; the legislative construction request is \$49.5M

Information – PERC Decision

Interim Vice President Lohide read the following notice into the official record:

The Washington Federation of State Employees filed an unfair labor practice complaint (PERC 26311-U-14) with the Public Employment Relations Commission against Central Washington University in February 2014.

PERC issued its decision (12305-A-PSRA), which ruled that CWU did commit an unfair labor practice by contracting out bargaining unit roofing work to a private contractor without providing the union with a reasonable opportunity to bargain about the project. PERC further concluded the university circumvented the union by negotiating directly with bargaining unit employees about the work and failing to provide the union with information requested in a timely manner.

CWU will remedy the unfair labor practices as outlined in the PERC order and has posted the Official Notice to Employees. This notice is hereby read into the record at this regular public meeting of the Board of Trustees. A copy of the notice shall be permanently appended to the official minutes of this meeting.

Next Meeting:

Chair Thompson announced that the next regular meeting of the Board of Trustees will be March 30 and 31, 2017 in Ellensburg. The meeting adjourned at 12:27 PM.



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



Keith Thompson, Chair
Board of Trustees
Central Washington University