

4-14-2020

April 14, 2020 Board of Trustees Meeting Minutes

Central Washington University Board of Trustees

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BOARD OF TRUSTEES

**Board of Trustees Minutes
Board Meeting (via Zoom)
May 14-15, 2020**

Approved June 29, 2020

MAY 14, 2020

Trustees Present

Ron Erickson, Chair
Robert Nellams, Vice Chair
Erin Black
Ray Conner
Gladys Gillis
Alex Harrington
Jeff Hensler
Zabrina Jenkins

Staff to the Board:

James Gaudino, President
Linda Schactler, Board Secretary & Chief of Staff
Joel Klucking, Board Treasurer & Vice President for Business & Financial Affairs
Kim Dawson, Executive Assistant to the President/Board of Trustees
Alan Smith, Assistant Attorney General

Executive Staff

Andreas Bohman, Vice President for Operations
Delores (Kandee) Cleary, Vice President for Diversity & Inclusivity
Lynn Franken, Interim Provost/Vice President for Academic & Student Life
Josh Hibbard, Vice President for Enrollment Management
Kremiere Jackson, Vice President for Public Affairs
Rick Paradis, Interim Vice President for University Advancement

Guest:

Bill Funk, R. William Funk and Associates

Chair Erickson convened the board work session at 1:03 PM. Ms. Schactler took roll to confirm that a quorum of the Board was present. The purpose of the meeting was for the Board to discuss the upcoming presidential search, tentatively slated to begin in late July.

Approval of Agenda

Motion 20-20: Mr. Nellams moved that the Board of Trustees of Central Washington University approve the agenda of the meetings of May 14 and 15, 2020. Mr. Conner seconded the motion, which the board unanimously approved.

Approval of Minutes

Motion 20-21: Mr. Harrington moved that the Board of Trustees of Central Washington University approve the minutes from the meeting of April 9, 2020. Mr. Nellams seconded the motion. The motion was approved.

OPEN PUBLIC MEETINGS ACT (OPMA) BRIEFING

The state's OPMA, established to ensure transparency in government decision-making, requires that public governing bodies deliberate and take actions on hiring and other decisions during open public meetings, including most decisions surrounding the search for a president. The Assistant Attorney General assigned to CWU, Alan Smith, briefed board members on OPMA rules and provided a FAQ sheet for trustees to review in preparation for the upcoming presidential search.

This briefing served as OPMA training for Zabrina Jenkins, whose appointment began in February.

PRESIDENTIAL SEARCH OVERVIEW

CWU has contracted with R. William Funk & Associates for executive searches. The firm is led by its founder and president, Bill Funk, who led a discussion about how presidential searches, the candidate pool, and higher education climate have changed since the last time CWU conducted a presidential search in 2008.

Mr. Funk outlined the search process for the group and explained that the first step will be to develop a search webpage and then begin to hold listening sessions with all key constituents so a leadership statement/prospectus can be drafted to share with prospective candidates.

Appointment of Trustee Search Advisory Committee

Motion 20-22: Ms. Gillis moved that the Board of Trustees of Central Washington University establish a Trustee Search Advisory Committee to be chaired by Trustee Erin Black and to begin immediately to conduct outreach to the university community regarding qualities desired in presidential candidates. Mr. Nellams seconded the motion. The motion was approved.

Endorsement of Preliminary Presidential Search Timeline

Motion 20-23: Mr. Nellams moved that the Board of Trustees of Central Washington University approve the preliminary presidential search schedule to include:

- the immediate start of listening sessions with university stakeholders;
- the recruitment of candidates starting no later than August 1, 2020;
- interviews of candidates in the fall; and
- the conclusion of the search by the end of December 2020

Ms. Black seconded the motion. The motion was approved.

Approval of Search Committee Composition

Motion 20-24: Mr. Conner moved that the Board of Trustees of Central Washington University establish the presidential search committee, comprised of all of the members of the board of trustees and a maximum of five other stakeholders. Ms. Black seconded the motion. The motion was approved.

The additional members of the Presidential Search Committee will be named at the next board meeting.

The work session adjourned at 2:34 PM.

MAY 15, 2020

Trustees Present

Ron Erickson, Chair
Robert Nellams, Vice Chair
Erin Black
Ray Conner
Gladys Gillis
Alex Harrington
Jeff Hensler
Zabrina Jenkins

Staff to the Board:

James Gaudino, President
Linda Schactler, Board Secretary & Chief of Staff
Joel Klucking, Board Treasurer & Vice President for Business & Financial Affairs
Kim Dawson, Executive Assistant to the President/Board of Trustees
Alan Smith, Assistant Attorney General

Executive Staff

Andreas Bohman, Vice President for Operations
Delores (Kandee) Cleary, Vice President for Diversity & Inclusivity
Lynn Franken, Interim Provost/Vice President for Academic & Student Life
Josh Hibbard, Vice President for Enrollment Management
Kremiere Jackson, Vice President for Public Affairs
Rick Paradis, Interim Vice President for University Advancement
James Jankowski, Director of Project Management Office

Chair Erickson convened the board meeting at 1:02 PM. Ms. Schactler took roll to confirm that a quorum of the Board was present.

PUBLIC COMMENT

Kathryn Martel, Faculty, College of Business made several suggestions for the 2020 CWU Commencement.

Patricia Garrison, Founder of APOYO made comments regarding the conclusion of the APOYO lease.

COVID IMPACT AND BUDGET RESPONSE

President Gaudino led a discussion on COVID planning. The status of enrollment and finances for spring quarter were summarized. The plan for summer quarter calls for classes to be predominantly online and a reduction in force for staff. This will include reductions in percent of individual FTE, as well as

furloughs and layoffs in July and August. Cabinet will continuously review the budget and operations in light of the shifting COVID-19 situation. Three planning scenarios for fall quarter were shared with action plans and timelines for each scenario, assuming a 15 percent reduction in state support and a 2.5 percent tuition increase.

BOARD BUSINESS

Communications

The Board acknowledges receipt of the following communications:

1. Letter, April 9, 2020 from Eric Cheney/ADCO regarding CWU's financial exigency status
2. Email, April 28, 2020 from Ruthi Erdman regarding APOYO
3. Letter, April 29, 2020 from Sara Jones regarding APOYO
4. Email, April 30, 2020 from A. I. Ross regarding APOYO
5. Email, April 30, 2020 from Debbie Woolbert regarding APOYO
6. Email, April 30, 2020 from Roger Schaefer & Teresa Divine regarding APOYO
7. Letter, May 4, 2020 from Sheril Bechard regarding APOYO
8. Letter, May 5, 2020 from Dan Beck regarding APOYO
9. Letter, May 6, 2020 from the Department of Anthropology regarding APOYO

Approval of Distinguished Faculty

Since 1977, CWU has honored excellence in faculty teaching, service, and research or creative expression. The recognition, the highest honor for faculty at CWU, is embedded in the Faculty Code (Section III), which establishes awards for Distinguished Faculty and for Non-Tenure Track Faculty. Distinguished Faculty Awards are reserved for individuals who have, at a minimum, served for six years and have worked at least 135 WLU. The awardees are nominated by the Faculty Senate, which may choose not to make an award in any given category. Nominations are authorized by the Board of Trustees.

Recipients of the annual Distinguished Faculty Awards in teaching, scholarship, and service receive a one-time \$2,500 stipend. Recipients of the Board of Trustees Distinguished Faculty Award receive a \$5,000 stipend and a one-quarter release from teaching during the academic year following their award. The nominees for the 2019-2020 academic year were:

- Jennifer Green, Non-Tenure-Track Distinguished Faculty, Department of Communication.
- Yingbin Ge, Distinguished Teaching Faculty, Department of Chemistry.
- Carey Gazis, Distinguished Service Award, Department of Geology.
- Lixing Sun, 2019-2020 Distinguished Faculty of Research/Artistic Accomplishment, Department of Biological Sciences.
- Jeffrey Snedeker, Board of Trustees Distinguished Faculty Award, Department of Music

Motion 20-25: Ms. Black moved that the Board of Trustees of Central Washington University hereby approves the appointment of the 2020 Distinguished Professors. Mr. Nellams seconded the motion. The motion was approved.

APPROVAL OF BOARD RESOLUTIONS

Resolution 20-03 Faculty Senate Executive Committee

WHEREAS, the Faculty Senate is the primary means by which faculty collectively share in the governance of Central Washington University by shaping the university's academic environment; and

WHEREAS, the Faculty Senate Executive Committee serves a leadership role for the Senate by receiving, evaluating, and directing the disposition of items under Senate consideration; and

WHEREAS, the Faculty Senate Executive Committee represents the Senate in discussions with various committees, administrators, and other university groups on issues related to the academic mission of the university; and

WHEREAS, the Faculty Senate Executive Committee completed a number of important initiatives during the 2019-2020 academic year that strengthened shared governance by

WHEREAS, the Faculty Senate Executive Committee has provided frank and engaging insight to the Board about the classroom, research, and campus life of faculty;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Central Washington University extends its appreciation to the Faculty Senate Executive Committee for their hard work and dedication in articulating the academic mission of the university as it moves forward to meet its challenges.

ADOPTED and signed this 15th day of May, 2020.

Motion 20-26: Mr. Conner moved that the Board of Trustees of Central Washington University hereby approves Resolution 20-03 honoring the Faculty Senate Executive Committee this date May 15, 2020. Mr. Nellams seconded the motion. The motion was approved.

Resolution 20-04 ASCWU Student Government

WHEREAS, members of the 2019-2020 Associated Students of Central Washington University (ASCWU) Student Government (SG) served with distinction and conducted themselves in a professional manner befitting their leadership positions; and

WHEREAS, the SG respected and supported the shared governance process, engaging fully in campus committees, and establishing constructive communication and positive relationships among the ASCWU and students, faculty, staff, administrators, and the community; and

WHEREAS, the SG provided financial scholarship support of nearly \$70,000 for qualified students during the COVID-19 crisis; and

WHEREAS, the SG worked to enhance the student governance structure through an update to their constitution allowing for greater senate representation in the coming years; and

WHEREAS, the SG encouraged students to become involved in discussions about issues that impacted them, to ask questions, and to look for ways to reduce costs; and

WHEREAS, the SG came together during significant and impactful times in an effort to support the student voice;

NOW, THEREFORE, BE IT RESOLVED that this Board of Trustees wishes to publicly express its appreciation to the members of the 2019-2020 ASCWU SG for their dedicated service to Central Washington University and its students, and to wish them well in their future endeavors.

ADOPTED and signed this 15th day of May, 2020.

Motion 20-27: Mr. Harrington moved that the Board of Trustees of Central Washington University hereby approves Resolution 20-04 honoring the ASCWU Student Government this date May 15, 2020. Mr. Nellams seconded the motion. The motion was approved.

Resolution 20-02 Student Trustee, Alex Harrington

WHEREAS, Alex Harrington has served the State of Washington as the student trustee on the CWU Board of Trustees during the 2019-20 academic year; and

WHEREAS, Alex has provided valuable insight about meeting student needs, addressing issues of mental health need, retention, among many subjects; and

WHEREAS, Alex has worked with trustees and university leadership to enhance accountability in the use of student funds; and

WHEREAS, Alex helped represent CWU to public policymakers in meetings with the governor, and elected officials; and

WHEREAS, Alex has worked to enhance the Student Trustee selection process, making it more intentional, efficient, and inclusive; and

WHEREAS, Alex's academic interests are exemplified by his participation on the ASCWU Services and Activities Fee Committee; and

WHEREAS, Alex's passion for Central Washington University and his commitment to creating an inclusive and diverse environment for students is evident through his work promoting academic excellence, addressing student needs, and providing leadership opportunities for students;

WHEREAS, the board appreciated Alex's willingness to speak out on behalf of Washington state students and to speak his mind on difficult and complicated issues;

NOW THEREFORE BE IT RESOLVED, that this Board of Trustees and the university community extend their deepest appreciation to Alex Harrington for his collaborative, insightful and dedicated service as Student Trustee on the Board of Trustees of Central Washington University, and wish him all the best as he embarks on his graduate school career.

ADOPTED and signed this 15th day of May 2020.

Motion 20-28: Ms. Black moved that the Board of Trustees of Central Washington University hereby approves Resolution 20-02 honoring Alex Harrington this date May 15, 2020. Mr. Nellams seconded the motion. The motion was approved.

Approval of Promotion and Tenure

State law (RCW28B.35.120) delineates the powers and responsibilities of the Board of Trustees to include employment of all employees, including tenure and promotion and post-tenure review of faculty. Each year the board is asked to consider the recommendations for tenure and promotion, which are the result of the comprehensive process.

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 departmental, college, and university criteria that include performance in teaching, scholarship, and service. There are five consecutive levels of review: the department personnel committee, the department chair, the college personnel committee, the college dean, and the provost, as outlined in articles 9.2 and 22.2 of the CWU Collective Bargaining Agreement.

Post-tenure review is the evaluation process for faculty who have already been granted tenure with CWU. A review is conducted in the fifth year following the granting of tenure for faculty, and every fifth year thereafter. As with tenure and/or promotion, each evaluation is based on a thorough review by the department personnel committee, department chair, college personnel committee, college dean, and the provost, in accordance with the criteria identified in the departmental, college, and university standards.

This year, 38 faculty submitted professional records to be considered for tenure and/or promotion; 28 were recommended for tenure and/or promotion. Forty-one faculty members submitted professional records for post-tenure review during the regular review cycle.

Motion 20-29: Mr. Conner moved that the Board of Trustees of Central Washington University hereby approves faculty tenure, promotion and post tenure review as recommended by the Provost this day May 15, 2020. Mr. Nellams seconded the motion. The motion was approved.

Approval of BA STEM Teaching

The Department Science Education proposed the Bachelor of Arts STEM Teaching Program major to replace the current STEM Teaching Program minor. The STEM Teaching Program prepares students to teach science, mathematics, or computer science at the middle or high school levels. Undergraduate students who successfully complete the STEM Teaching Program, a STEM major degree, and Washington State assessments, qualify for the Washington State Residency Teaching Certificate.

Motion 20-30: Mr. Nellams moved that the Board of Trustees of Central Washington University hereby endorses the recommendation of the Faculty Senate (Motion No. 19-57) and hereby approves the Bachelor of Arts STEM Teaching Program this day May 15, 2020. Mr. Nellams seconded the motion. The motion was approved.

Approval of Consent Agenda

The formal recognition for our faculty and staff is contained in the consent agenda.

Motion 20-31: Mr. Nellams moved that the Board of Trustees of Central Washington University hereby approves the consent action items submitted May 15, 2020. Ms. Jenkins seconded the motion. The motion was approved.

The next regularly scheduled meeting of the board will be in July, on the 23rd and 24th.

Meeting adjourned at 2:55 PM.



Linda Schactler, Secretary to the
CWU Board of Trustees



Ron Erickson, Chair
CWU Board of Trustees