

10-30-2020

October 30, 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)
October 29-30, 2020**

Approved February 25, 2021

OCTOBER 29, 2020

Trustees Present :

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

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 Faculty & Staff:

Delores (Kandee) Cleary, Vice President for Diversity & Inclusivity
Michelle DenBeste, Provost/Vice President for Academic & Student Life
Rick Duffett, Interim Vice President for Operations
Josh Hibbard, Vice President for Enrollment Management
Elvin Delgado, Faculty Senate Chair

Chair Erickson convened the board meeting at 1:06 p.m. Ms. Schactler took roll to confirm that a quorum of the Board was present.

Chair Erickson reported that the executive committee of the board met with community leaders earlier in the day to discuss town-gown relationships, COVID-19 community impacts, and to thank community leaders for participating in the presidential search listening sessions.

Approval of Agenda

Motion 20-57: Mr. Nellams moved that the Board of Trustees of Central Washington University approve the agenda of the meetings of October 29 and 30, 2020. Ms. Gillis seconded the motion, which the board unanimously approved.

Approval of Minutes

Motion 20-58: Mr. Nellams moved that the Board of Trustees of Central Washington University approve the minutes from the meeting of September 16, 2020. Ms. Gillis seconded the motion. The motion was approved.

PUBLIC COMMENT

- Valdemar “Skip” Jensen, CWU Lead Custodian in student housing and President of Washington Federation of State Employees (WFSE), Local 330. Mr. Jensen addressed the subject of layoffs and concerns about the impact on employees represented by WFSE.

PRESIDENT’S REPORT

Official Board Communications

CWUP 1-70-020(3) (Protocol for Meetings) requires that written communications to the board of trustees received within seven days of a regularly scheduled board meeting will be included in board briefing materials. Communications received after that time will be shared at the following regular board meeting. As well, the president of the Associated Students of CWU, and the chairs of the Faculty Senate, Exempt Employees Association, and the Employee Council, may send a report to the board.

For the October 29 meeting of the Board of Trustees, the Board acknowledged receipt of the following communications:

- Report from the Faculty Senate
- Report from the ASCWU Student Government

University-wide Goals

In October 2019, the president announced three, five-year goals for the university:

1. to increase freshman-to-sophomore retention rates from 71 percent to 80 percent in five years,
2. to increase the diversity of the university’s workforce by five percent in the next five years, and
3. to reduce CWU’s carbon footprint by five percent in the next five years.

Vice presidents DenBeste, Duffett and Cleary briefed the board on the progress toward these goals over the past year.

COVID-19 Update

Dr. Mark Larson, Kittitas County Public Health Officer, and Gregg Heinselman, Dean of Student Success, provided an assessment of fall quarter and plans for winter quarter. President Gaudino thanked the entire team for their collaboration, noting that communication and coordination between the campus and the county has been extraordinary.

BUDGET AND FINANCE

Historically, the “10th-day” enrollment report each fall has provided a very accurate prediction of financial health for the coming academic year. However, in fall 2020, the change in instructional modality, on-campus residency, and potential COVID-19 activity presents a higher level of uncertainty in the ability to predict the balance of the year.

As projected in spring 2020, total fall 2020 enrollment is down 5 percent (5.1 percent) over fall 2019. There are 11,110 graduate and undergraduate students, a drop of 597 students. These figures include first-year, transfer, post-baccalaureate, re-admit, and graduate students. The mix of students was slightly more favorable than anticipated, with more non-resident undergraduate students and resident

graduate students than expected. This mix should more than offset the shortfall in revenue associated with resident undergraduates. CWU appears to have waived less tuition than anticipated. Staff are cautiously optimistic that total net tuition revenue will be essentially on plan for the year with the budget assumption of \$58.2M in revenue.

Meeting adjourned at 2:28 PM.

OCTOBER 30, 2020
EXECUTIVE SESSION

The board convened in executive session at 9:02 a.m. for 75 minutes as allowed per RCW 42.30.110 (g) and (i). The executive session ended at 9:58 a.m.

Trustees Present:

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

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

Guests:

Paul Crisalli, Assistant Attorney General
Bill Funk, R. William Funk & Associates

Chair Erickson convened the board business meeting at 10:17 a.m. Ms. Schactler took roll to confirm that a quorum of the Board was present.

PRESIDENTIAL SEARCH REPORT

On May 15, 2020, the Central Washington University Board of Trustees established the Trustee Search Advisory Committee (TSAC) to inform the search for President Gaudino's successor. The committee was comprised of people in leadership across the institution, including representatives of alumni and the CWU Foundation, the Faculty Senate, exempt and classified employees, student government, University Centers and extended learning, and others. The charge to the committee was to reach out to university stakeholders to learn what they perceive to be the greatest opportunities and challenges facing the university, and to discuss what qualities are desired in presidential candidates.

Board Chair Ron Erickson appointed Trustee Erin Black to chair the committee, which she led with the support of trustees Robert Nellams and Jeff Hensler. At the Board's special meeting on June 29, 2020, the Board expanded the responsibilities of the Trustee Search Advisory Committee (TSAC) to include

working directly with the search consultant, R. William Funk & Associates, to recommend semi-finalists after a preliminary screening of the candidates.

The board met in special session on September 16 to review the progress of the search. The discussion, led by trustees Black, Nellams, and Hensler included a recommendation that the search advisory committee interview semi-finalists on behalf of the board, and recommend finalists to the board at the trustees' regular public meeting on October 29 and 30, 2020. The board affirmed that recommendation.

The candidate pool was comprised of 80 applicants from all over the world with a broad variety of leadership experience. The TSAC reviewed these applications and on October 12, distilled the pool to 10 candidates. The pool was comprised of four women and five people of color. All candidates had deep experience in baccalaureate education. Currently, two are serving as chancellors, five are provosts, one is a president, one is an executive vice president / chief operating officer, and one a chief executive officer. All have earned tenure in an academic discipline.

The TSAC interviewed semi-finalists on October 19 and 20 and have recommended finalists to the full board; trustees will interview finalists in November.

Approval of TSAC Candidate Finalists

Motion 20-59: Ms. Black moved that the Board of Trustees of Central Washington University hereby approves acceptance of TSAC's recommendation to move forward with five finalists for consideration of the trustees. Mr. Nellams seconded the motion. The motion was approved.

CWU FOUNDATION CAMPAIGN DISCUSSION

Established in 2010 by the CWU Board of Trustees, the Trustee Endowed Scholarship supports outstanding undergraduate students. Scholarship recipients are chosen each year through the university's general scholarship application process, now known as "Scholarship Central" (www.cwu.edu/scholarships).

The fund is invested along with other CWU Foundation endowments and receives an influx of funding each year, primarily through trustee donations of their travel reimbursements. In fiscal year 2020, contributions to the fund totaled more than \$1,700. In June 30, 2019, the Board of Trustees Endowed Scholarship had a balance of \$61,394.26; the balance in June 30, 2020 was \$69,073.74. The fund was able to support scholarships for two students for the 2020/2021 academic year:

- Gabriel Garcia: Majoring in Law and Justice and in Paramedicine, Gabriel will be the first in his family to graduate college and wants to be a law enforcement officer and a paramedic.
- Daisy Lara-Sanchez is a first-year student who has been accepted into the William O. Douglas Honors College and would like to pursue pre-dentistry or pre-nursing.

The Department of University Advancement (UA) had another record-breaking fundraising year in fiscal year 20, surpassing \$10 million in a single year for the first time ever. The annual CWU Foundation "Impact Report" (<https://online.flippingbook.com/view/664012/>) shows that over 4,000 donors made more than 9,000 gifts to support students and programs. UA achieved a 60-percent retention rate, which outperforms median benchmarking for public university development nationally.

In fiscal year 2021, UA aims to achieve four goals:

- 1) Unite Stakeholders Around a Compelling Vision: Establish philanthropic partners to support the university's priorities while working toward campaign readiness.

- 2) Engage Constituents: Drive deeper connections between alumni and university stakeholders through meaningful events and interactions.
- 3) Cultivate Capacity Investment: Engage with regional and business networks, corporations, and foundations in order to gain financial support to ensure the sustainability of the university.
- 4) Expand Reach: Establish the base of new and retained financial support by securing funding for now, and the future, while growing and maintaining the unrestricted fund, Students First Fund, support funding sustainability.

ACTION AGENDA

Approval of Consent Agenda

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

Motion 20-60: Ms. Gillis moved that the Board of Trustees of Central Washington University hereby approves the consent actions items submitted October 30, 2020. Mr. Nellams seconded the motion. The motion was approved.

The next regularly scheduled meeting of the board will be in February, on the 25th and 26th.

Meeting adjourned at 11:16 a.m.



Linda Schactler, Secretary to the
CWU Board of Trustees



Ron Erickson, Chair
CWU Board of Trustees