1-6-1982

CWU Faculty Senate Minutes - 01/06/1982

Esther Peterson

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MINUTES: Special Senate Meeting, 6 January 1982
Presiding Officer: Rosco Tolman, Chairman
Recording Secretary: Esther Peterson

The meeting was called to order at 3:10 p.m.

ROLL CALL

Senators Present: All Senators or their Alternates were present except Peter Gries, Robert Lapen, and Eric Thurston.


LAYOFF PLAN

Chairman Tolman called the meeting to order, and announced the purpose of this special meeting was to discuss the proposed Layoff Plan which was distributed today as required by the Faculty Code. He noted the plan being discussed is a proposed plan and anyone wishing to comment on it may do so either at this meeting, at the Faculty Senate meeting on January 13, 1982, or in writing. Written comments regarding the Faculty Layoff Plan must be received by the Vice President for Academic Affairs before noon on January 14.

Vice President Edward J. Harrington was present to comment on the proposed plan. He emphasized the importance of anyone wishing to comment on the proposed "Faculty Layoff Plan" and the "Budget Reductions: Position Defunding, Reductions and Layoffs" to do so as follows: written comments regarding the Faculty Layoff Plan should be sent to the Vice President for Academic Affairs by noon on January 14; written comments regarding the Budget Reductions: Position Defunding, Reductions and Layoff be sent directly to President Garrity or to the Employee Council or the Association of Administrators who, in turn, will transmit them to Dr. Garrity.

General comments and concerns were then voiced by various members of the Senate.

MOTION NO. 2077: Mr. Lillard moved, seconded, a motion of Commendation to the Senate Executive Committee for the manner in which they have handled this problem. Passed by a unanimous voice vote.

ADJOURNMENT

The meeting adjourned at 4:10 p.m.

The next Senate meeting will be January 13, 1982.
AGENDA

SPECIAL FACULTY SENATE MEETING
3:10 p.m., Wednesday, January 6, 1982
SUB 204-205

1. Discussion on Lay-Off Plan
<table>
<thead>
<tr>
<th>SENATOR</th>
<th>ALTERNATE</th>
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<tbody>
<tr>
<td>Bovos, Fran</td>
<td>Trudy Rodine</td>
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<td>Briggs, Kenneth</td>
<td>Karen Jenison</td>
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<td>Brunner, Gerald</td>
<td>Galer Beed</td>
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<td>Canzler, Lillian</td>
<td>Larry Waid</td>
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<td>Carlson, Frank</td>
<td>Calvin Greatsinger</td>
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<td>Barney Erickson</td>
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<td>Dean, Robert</td>
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<td>Fouts, Roger</td>
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<td>Gries, Peter</td>
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<td>Klemin, V. Wayne</td>
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<td>John Carr</td>
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<td>Utzinger, John</td>
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<td>Vifian, John</td>
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<td>Worsley, Stephen</td>
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<td>Name</td>
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<td>Robert Carlton</td>
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<td>Jennifer Appelgren</td>
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<td>Christine Schuman</td>
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<td>Jack Stempel</td>
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<td>Gregory Trujillo</td>
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<td>Ace R. Cornstock</td>
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<td>Donald Patrick</td>
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<td>Eugene King</td>
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<tr>
<td>Donald H. White</td>
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</table>
The following documents relating to Central Washington University's budget crisis are available to interested parties:

1. **Criteria for Cut Evaluation**
   A list of the criteria used by the "augmented" University Budget Committee in recommending budget cuts.

2. **Program Summary**
   Table illustrating budget adjustment by program for CWU, 1981-82 and 1982-83.

3. **Faculty Layoff Plan**
   Recommendations from the Faculty Senate Executive Committee and the Vice President for Academic Affairs concerning reductions in faculty positions.

4. **Budget Reductions: Position Defunding, Reductions and Layoffs**
   Recommendations for reductions in faculty, civil service, civil service exempt (administrative) and other positions.

Copies of the above have been distributed campus-wide; please check with your department chairman, program director or supervisor if you have not had the opportunity to review them. (If additional copies are needed please call Mrs. Joanne Mitchell, Office of the Vice President for Academic Affairs; Ms. LaVelle Axelson, Office of the Vice President for Business and Financial Affairs; or Mrs. Patt Haley, Office of the Dean of Students, as appropriate.)

**PLEASE NOTE**

The "Faculty Layoff Plan" and the "Budget Reductions: Position Defunding, Reductions and Layoffs" represent proposed cuts. After considering these proposals, an individual or group of individuals who wish to offer comments should do so in writing according to the following schedule:

**Faculty Layoff Plan:** Written comments regarding this plan should be sent to the Vice President for Academic Affairs. The comments must be received by noon on January 14 so they can be considered that afternoon by the Faculty Senate Executive Committee.

**Budget Reductions: Position Defunding, Reductions and Layoffs:** Written comments regarding the proposals in this document must also be received by noon on Thursday, January 14, 1982. Comments can be sent directly to President Garrity or to the Employee Council or the Association of Administrators, who, in turn, will transmit them to Dr. Garrity. Dr. Garrity will share the comments with appropriate individuals.
In addition to written comments individuals may make oral statements as appropriate to the Faculty Senate Executive Committee and the Vice President for Academic Affairs at the Faculty Senate meetings on January 6, 1982, or January 13, 1982. Both meetings will be held at 3:10 p.m. in SUB 204-205.

For the Faculty Senate meeting on January 13, 1982, interested parties should contact Dr. Rosco Tolman, Chairman, Faculty Senate, in advance to ensure allotted time on the agenda.

Naturally, when the Trustees meet on January 22, 1982, at 7:00 p.m. in the Trustees' Room, interested parties may speak to the issue of dropping any programs that may be on the agenda that evening.

The purpose of presenting the proposed cuts in this manner is to ensure that everyone can contribute their comments. If you wish to make comments you are encouraged to do so, but you must meet the deadlines given above or attend one of the scheduled meetings.

January, 1982
Mission

Program Impact

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<tr>
<th>JUDGMENT VARIABLES</th>
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<td>Workload</td>
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<td>- Current &amp; Projected Demands</td>
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<tr>
<td>Discretion Availability</td>
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<tr>
<td>- External Controls</td>
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<tr>
<td>- Mandates</td>
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<td>- Basic Requirements</td>
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<tr>
<td>Function Analysis</td>
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<tr>
<td>- Alternative Organization</td>
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<tr>
<td>- Reduction</td>
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<td>- Elimination</td>
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<tr>
<td>Investment</td>
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<td>Stability in Future</td>
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<td>Priorities for Future</td>
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<td>Opportunities Available Elsewhere</td>
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<td>Program Interdependence</td>
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<tr>
<td>Future Budget Consequences</td>
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<td>Consequences for People</td>
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January, 1982
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<tr>
<th>Program/Area</th>
<th>1982 Budget Base</th>
<th>1982 Cut</th>
<th>1982* Revised Budget Base</th>
<th>Cut % of 1982 Base</th>
<th>1983** Cut</th>
<th>Cut % of 1982 Base</th>
<th>Biennial Cut</th>
<th>Cut % of Twice 82 Base</th>
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<td>13,177</td>
<td>1.8</td>
<td>740</td>
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<td>984</td>
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<td>02 Research</td>
<td>39</td>
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<td>34</td>
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<td>37.1</td>
<td>20</td>
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<td>03 Public Service</td>
<td>15</td>
<td>9</td>
<td>6</td>
<td>58.7</td>
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<td>58.7</td>
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<td>45</td>
<td>1,543</td>
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<td>154</td>
<td>6.3</td>
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<td>1,707</td>
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<td>10.8</td>
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<td>08 Institutional Support</td>
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<td>09 Physical Plant</td>
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<td>4,342</td>
<td>9.8</td>
<td>420</td>
<td>8.7</td>
<td>890</td>
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<td><strong>TOTAL</strong></td>
<td>27,892</td>
<td>1,311</td>
<td>26,581</td>
<td>4.7</td>
<td>2,273</td>
<td>8.1</td>
<td>3,584</td>
<td>6.4</td>
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</table>

*As approved by the Board of Trustees on December 11, 1981

**Still to be approved by the Board of Trustees, Spring, 1982

January, 1982
MEMORANDUM

TO: Faculty Senate, Deans, Department Chairmen, and Program Directors

FROM: Faculty Senate Executive Committee:
Rosco Tolman, Owen Pratz, Catherine Sands, Robert Dean
and Wayne Klemm
and
Edward J. Harrington, Vice President for Academic Affairs

DATE: January 6, 1982

RE: Lay-Off Plan

Following Dr. Garrity's declaration of Financial Exigency and in accordance with the Code requirements for lay-off, the Faculty Senate Executive Committee and the Vice President for Academic Affairs have met and established a draft plan for lay-off. The following criteria were considered:

--The role of a department or program vis-a-vis the mission and roles of the university.

--Student needs as reflected by enrollment trends.

--Actual staffing, versus positions generated by internal ratio.

--Academic program need; that is, how many faculty members are needed to offer the necessary variety of courses for a given major or program.

--Potential for efficient reorganization of administrative structure.

As a result of our deliberations, we recommend that faculty positions be eliminated in the following areas, as indicated:

1) Washington Center for Early Childhood Education. We recommend that Hebeler be closed, with the resultant elimination of ten faculty positions.

2) Speech Pathology and Audiology. We recommend closure of the Program, with the elimination of the non-tenured
position. We recommend also that the tenured member of this Program be reassigned to an appropriate department.

3) Counseling Center. We recommend the elimination of one faculty position.

The reasons for these recommendations, in accordance with the above-stated criteria, are as follows:

1) While we recognize that Hebeler does provide a valuable service to families in the Ellensburg and campus communities, as well as to students in the teacher-training program and to faculty members wishing to do research in certain aspects of early childhood education, these services or opportunities are available elsewhere, in Ellensburg and in other cities and towns in the state of Washington.

It must also be recognized that many of the efforts made at Hebeler are peripheral to the central mission of the University, that of educating post-secondary students.

We believe, therefore, this reduction can be made without seriously impairing our ability to carry out our central goals and purposes.

2) Our Speech Pathology and Audiology Program is not really a viable one at this time. It is not accredited at the graduate level and it does not appear that it has any real hopes of becoming so in the foreseeable future. The Program currently has only two members, since all efforts to add a third this year were unsuccessful. Since our own Program is not as strong as we would like, and since accredited Programs are available elsewhere in the state, its closure should have minimal impact upon the University.

3) The recommendation for the reduction of one faculty position in the Counseling Center did not originate with this group. In order to meet the assigned budget reductions in student services, it became necessary to recommend such reduction. We concur with that recommendation.

The timetable established for implementation of these recommendations is as follows:

January 5 -- President Garrity will address all employees of the University in Hertz Auditorium at 4 p.m.

January 6 -- The Plan will be delivered to members of the Faculty Senate, Deans, Department Chairmen and Program Directors.
January 6--The Plan will be discussed in a special Faculty Senate meeting in SUB 204-205 at 3:10 p.m.

January 14--All written recommendations for alterations to the Plan due in the office of the Vice President for Academic Affairs by noon.

January 22--Plan to be submitted to a special meeting of the Board of Trustees at 7 p.m. in the Board Room.

We deeply regret the circumstances which necessitate the above actions. It is our judgment at this time, however, that these actions cannot be avoided without consequences which will be even more harmful in terms of providing the best education possible to our students, recognizing that in order to provide such education, all segments of the University must function and work together.

It is important to recognize that this lay-off plan addresses only faculty positions. Lay-off, or at least the elimination of positions, will occur also in the areas of Civil Service and Administration. Since the latter do not fall under our purview, they are not addressed in this document. Please see the attached summary sheet for details.

It should also be recognized that every element of the University has rallied to support instruction and to protect faculty positions. Every other budget category has been reduced by more than its proportional share in order that the instructional budget could be reduced by less. If such were not the case the impact on the faculty would have been far greater.
### CENTRAL WASHINGTON UNIVERSITY

**1981-83 Budget Reductions**

**Position Defundings, Reductions & Layoffs**

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<thead>
<tr>
<th>Vacated Positions Defunded</th>
<th>Faculty</th>
<th>Classified</th>
<th>Exempt</th>
<th>Other</th>
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<td>02 Research</td>
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<td>Tri-Cities Secretary II from 12 to 10 months</td>
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<td><strong>College of Letters, Arts and Sciences</strong></td>
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<td>Physics: Technician to 1/2 time</td>
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<td>Biology: Technicians by equivalent of 1 FTE</td>
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<td>Chemistry: Secretary from 12 to 10 months</td>
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<td>Allied Health Science &amp; Med Tech: Secretary from 12 to 10 months</td>
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<td>Philosophy: 1/2 time Secretary from 12 to 10 months</td>
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<td>Physical Education: Secretary II from 12 to 11 months</td>
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<td>Business Education: Secretary III from 12 to 11 months</td>
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CENTRAL WASHINGTON UNIVERSITY
1981-83 Budget Reductions
Position Defundings, Reductions & Layoffs

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<th>Positions Reduced, cont.</th>
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<td>from 12 to 11 months</td>
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<td>Economics: Secretary II</td>
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<td>from 12 to 11 months</td>
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<td>Business Administration: Secretary III</td>
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<td>from 12 to 11 months</td>
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<td>Undergraduate and Graduate Offices</td>
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<td>Clerical by equivalent of 1 FTE</td>
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<td>Admissions and Records</td>
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<td>OA III from 12 to 11 months</td>
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<td>Admissions Supervisor from 12 to 11 months</td>
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<td>Affirmative Action Office</td>
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<td>Director to 1/2 time</td>
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<tr>
<td>Program Assistant II to 1/2 time</td>
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</tr>
<tr>
<td>Faculty Senate Office</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Assistant II to 1/2 time</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5.48 .50
WASHINGTON UNIVERSITY
1981-83 Budget Reductions
Positions Defundings, Reductions & Layoffs

<table>
<thead>
<tr>
<th>Layoff Positions</th>
<th>1981-82</th>
<th>1982-83</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speech Pathology &amp; Audiology: Faculty (see Layoff Plan)</td>
<td>1.00</td>
<td></td>
</tr>
<tr>
<td>Secretary</td>
<td>.50</td>
<td></td>
</tr>
<tr>
<td>Home Economics: Secretary</td>
<td></td>
<td>.50</td>
</tr>
<tr>
<td>Hebeler: Faculty (see Layoff Plan)</td>
<td>9.97</td>
<td>1.00</td>
</tr>
<tr>
<td>Secretary IV</td>
<td></td>
<td>.50</td>
</tr>
<tr>
<td>Secretary III</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cooperative Education: Assistant Director</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Institutional Studies: Statistician</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Counseling Center: Counselor (see Layoff Plan)</td>
<td>1.00</td>
<td></td>
</tr>
<tr>
<td>Career Planning &amp; Placement: Assistant Director</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>Total Positions Defunded, Reduced, &amp; Layoffs</td>
<td>11.92</td>
<td>20.10</td>
</tr>
<tr>
<td></td>
<td>.93</td>
<td>13.54</td>
</tr>
</tbody>
</table>

GRAND TOTALS 1981-82: 46.49
1982-83: 75.25

1 Inclusive of the 46.49 1981-82 positions carried forward.

January, 1982