3-5-2010

March 4-5, 2010 - Board of Trustees Meeting Minutes, Regular/Special Sessions

Board of Trustees, Central Washington University

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Board of Trustees Minutes  
Regular/Special Sessions  
March 4-5, 2010

March 4, 2010
Trustees Sid Morrison, Patricia Notter, Kate Reardon, Annette Sandberg, Keith Thompson, and Brent Weisel received a tuition issues briefing from 5:00 to 6:30 p.m. in Barge 412 and then recessed for dinner at the President’s Reception Center. No action was taken.

March 5, 2010
Committee of the Whole
Minutes of committee of the whole are available online at http://www.cwu.edu/~pres/minutes/ No action was taken.

Reconvened in Regular Session (1:10 p.m.)

Present
Mr. Sid Morrison, Chair  
Ms. Patricia Notter  
Ms. Kate Reardon  
Ms. Annette Sandberg  
Mr. Keith Thompson, Vice Chair  
Mr. Brent Weisel

Absent
Mr. Dan Dixon  
Mr. Moses Squeochs

Others Present
Dr. James L. Gaudino, President  
Ms. Sherer Holter, Chief of Staff  
Ms. Judy B. Miller, Secretary to the Board  
Dr. Wayne Quirk, Provost/Senior Vice President for Academic Affairs  
Mr. Alan Smith, Assistant Attorney General  
Dr. Elizabeth Street, Vice President for University Advancement  
Dr. John Swiney, Associate Vice President for Enrollment Management  
Mr. Bill Vertrees, Vice President for Business and Financial Affairs

Approval of Minutes – 1

Motion 10:12: A motion to approve minutes of regular and special meetings February 4-5, 2010 was presented by Ms. Sandberg and seconded by Ms. Reardon. Motion carried.

Changes to the Agenda – 2
There were no changes to the agenda.
Board Chair Report – 3
Mr. Morrison reported that he and Ms. Notter joined other trustees and regents, presidents, and students from institutions across the state at a breakfast with legislators February 25. Some of the most important messages came from students who shared their stories.

President's Report

Celebrating Special Accomplishments – 4
Club Sports
While the university’s intercollegiate athletic successes are well publicized, Central’s club sports are also successful. Coach Bob Ford reported that Central’s Rugby Club is ranked third in the nation among all universities. The club will host a Pacific coast playoff in April. Steve Waldeck reviewed accomplishments of the wake sports and karate clubs. The Wake Sports Club has had regional success and is looking for ways to grow their sport. Anniie Nieber, a member of Central’s Karate Club, will compete in the 2010 Full Contact Kyokushin Karate World Cub in Estepona, Spain in June. President Gaudino commended all the club athletes for their efforts.

Distinguished Service Status
For the past 20 years, Becky Baker has explained benefits and provided compassionate assistance to employees in her role as a benefits representative in Human Resources. Sherer Holter, Assistant Vice President for Human Resources/Chief of Staff, noted that Ms. Baker, a former employee of the year, has always been an advocate for employees and is deserving of distinguished service status.

Legislative Report – 5
Dr. Gaudino reviewed a legislative summary compiled by Ann Anderson, Director of Government Relations, and discussed the status of current tuition bills.

Board Committees
Utilizing a committee-of-the-whole format, all trustees participated in the morning committee session. Mr. Morrison commented that the format produces good discussion.

Academic Affairs – Kate Reardon, Chair

Action

Honorary Degree Award – 6
Consistent with the honorary degree policy and procedures approved by the Board of Trustees, the Ad Hoc Honorary Degree Selection Committee recommended that former trustee Leslie Jones receive an honorary master’s degree from Central Washington University. Provost Quirk supported the motion and noted that Ms. Jones took joy in the accomplishments of students and faculty. Mr. Morrison noted that Ms. Jones was an effective trustee.

Motion 10-13: A motion was presented by Ms. Reardon and seconded by Ms. Notter to approve the award of an honorary Master of Humane Letters degree to Leslie Jones in recognition of her exceptional contributions to Central Washington University. The degree will be presented at the university’s westside commencement ceremony June 13. Motion carried.

Business, Finance, and Audit – Keith Thompson, Chair

Information

FY 2010 General Funds Operating Budget Status – 7
Mr. Thompson reported that the FY 2010 operating budget status, actual FY09 expenditures, and projected 2010 budgets were reviewed in committee and noted that the budget is being managed responsibly. He also mentioned that the reserve balance is projected to increase $2 million, consistent with a minimum requirement set by the board.
New Residence Hall Project Update – 8
As approved by the board in December 2009, the new residence hall project teams are currently in the design development phase of the new 360-bed, freshman-oriented residence hall to replace Barto Hall, which was built in 1962. The primary purpose of the design development phase, which is scheduled to be completed by the end of March, is to develop a clear and coordinated description of all aspects of the new facility's design. The next phase, production of the project construction contract documents, is scheduled to be finalized by the end of August 2010.

Hogue Hall Update
Hogue Hall, a two-phase building project, is progressing well. Bid savings will be invested in a renovation of the existing building.

Action

Proposed Tuition and Fees for AY 2010-2011 – 9
The board discussed a proposed tuition and fee increase for AY 2010-2011, which would raise tuition $685 per year for a full-time, resident student. Mr. Morrison noted that declining state support is a nationwide trend that forces students and their families to pay more of the cost of education. Legislators need to know that investing in people is the best way to regenerate an economy. Trustees want to join students in educating the public and legislators that the best use of state funds is an investment in education. Trustees expressed frustration that legislators drive the board to the 14 percent figure. The board would modify the increase if Olympia increases support.

Last year, the Board of Trustees requested that the university decrease costs of operation, which has happened through better analysis, improved processes, and improved fiscal responsibility. Dr. Gaudino noted that a 14 percent tuition increase plus funds from Olympia will give us a smaller budget than was available to the university last year. The tuition increase is to enhance the revenues of the university but to lessen the cuts. Transferring the cost from the state to the student is likely to continue into the future. The people of Washington State have to decide this issue because it has significant impact on middle class citizens.

Ms. Notter stated that students, trustees, and administrators will be working with legislators on these important issues now and over the next several months to improve the future. Ms. Sandberg noted that it is critically important to have students in Olympia next year when budget discussions begin for the new biennium.

Motion 10-14: A motion to approve Resolution 10-02 increasing the AY 2010-2011 tuition and fees was presented by Mr. Thompson and seconded by Ms. Sandberg. Motion carried with a dissenting vote from Mr. Weisel.

WHEREAS, the proposed supplemental budget being discussed in the Washington State Legislature further erodes state support to higher education, and

WHEREAS, the explicit assumption in the calculations of the 2009-11 biennial higher education budgets is that postbaccalaureate institutions will raise tuition for resident undergraduate students by 14 percent to offset cuts in state subsidy, and

WHEREAS, increasing tuition for resident undergraduate students will increase the university's tuition waiver fund by the same percent—just over $1,000,000.

THEREFORE BE IT RESOLVED that the Board of Trustees hereby authorizes a 14 percent increase in tuition for resident undergraduates for FY 11.

BE IT FURTHER RESOLVED that the Board of Trustees hereby authorizes a 7 percent tuition fee increase for nonresident undergraduate students, and a 5 percent tuition fee increase for both resident and nonresident graduate students.

BE IT FURTHER RESOLVED that the Board directs the university to maintain a minimum 6 percent fund balance for Fund 149.
Student Recognition Resolution

Motion 10-15: A motion was presented by Ms. Sandberg and seconded by Ms. Notter to approve Resolution 10-03 recognizing the efforts of Central Washington University students to keep education affordable. Motion carried.

WHEREAS Central Washington University's students have aggressively educated themselves about Washington State funding of higher education; and

WHEREAS students clearly understand that the Washington State legislature cut Central Washington University's state subsidy by 30 percent in the 2009-11 biennial budget; and

WHEREAS the students also understand that the biennial budget included an explicit assumption that CWU's Board of Trustees would raise tuition on resident undergraduate students by the full 14 percent authorized to partially offset the state cuts; and

WHEREAS the students recognized that the proposed higher education budget in the current supplemental session further reduces the flexibility of the CWU BOT in setting tuition within its authority for the FY 11 academic year; and

WHEREAS the students have traveled to the state capital to put pressure on legislators to reconsider budget cuts and in other ways contacted legislators on behalf of fellow students and higher education;

Now therefore the CWU Board of Trustees and the CWU president recognize the students for their advocacy; their reasoned, impassioned, and articulate arguments; and their civility.

Resource Development and Marketing – Patricia Notter, Chair

Information

Fundraising Status – 10
Ms. Notter reported that endowment and scholarship funds are growing. She also reviewed several important upcoming events.

Student Affairs – Annette Sandberg, Chair

Information

Enrollment Report – 11
A report of freshmen and transfer student application and admission data for 2007-10 was discussed.

Action

Services and Activities Fee (S&A) Supplemental Budget Allocation – 12
The S&A Committee requested approval of the following supplemental allocation: 1) $2,800.00 in travel support for the CWU Chamber Choir to perform at the American Choral Directors Association Competition in Seattle in March 2010; 2) $7,900.00 in travel support for Political Science and Public Policy students to attend the National Social Science Association Conference in Las Vegas, Nevada in March 2010; and 3) $700.00 in travel support for the Nutrition College Bowl Team to compete in the Nutrition Bowl in Northridge, California in April 2010.

Motion 10-16: A motion was presented by Ms. Sandberg and seconded by Ms. Reardon to approve $11,400 in S&A supplemental allocation as submitted. Motion carried.

General Items
Action

Board Meeting Location Change – April 30, 2010 – 13
A proposal to move the April 30, 2010 Board of Trustees meeting to Ellensburg was modified to hold the April 29 evening session and April 30 morning session at the CWU-Moses Lake Center and return to Ellensburg for the 1:00 p.m. session April 30. Subsequent to the March 5 board meeting, the board determined by email consensus that the Moses Lake sessions would be moved to Ellensburg. Consequently, all sessions of the April 29-30 meeting will occur on the Ellensburg campus. A proposal to hold the September 30-October 2, 2010 meeting in Moses Lake will be presented at the April meeting.

Motion 10-17: A proposal to hold the April 29-30 board meetings at CWU-Moses Lake was presented by Mr. Thompson and seconded by Ms. Sandberg. The motion was later amended electronically to hold all sessions of the April 29-30 meeting in Ellensburg. Motion carried.

The Board of Trustees is required by RCW 28B.35.120(12) to promulgate rules for the university. To begin the Washington Administrative Code (WAC) rulemaking process, it is proposed that the board authorize the university to initiate rulemaking procedures and file appropriate forms with the Code Reviser.

Motion 10-18: A motion was presented by Ms. Notter and seconded by Ms. Sandberg to authorize the university’s rules coordinator to begin the WAC rulemaking process for nondiscrimination rules by filing appropriate notices. Motion carried.

Reports

Faculty Senate – 15
Summarizing her written report, Faculty Senate Chair Loran Cutsinger reviewed recent curriculum changes and stated that faculty are reviewing changes to the General Education Program. At the last senate meeting, students presented a resolution that encouraged faculty to order used textbooks to help students manage costs. In response to a charge from Dr. Gaudino to improve the governance process, a senate committee is examining all existing policies and procedures. Representatives from Academic Affairs and Student Affairs and Enrollment Management are participating in a newly formed 20-person student success council to consider the impact of admitting more students while preserving academic quality and retention success. Mr. Morrison expressed the board’s eagerness to work with faculty on these issues.

Associated Students of Central Washington University/Board of Directors – 16
ASCWU Board of Directors President Keith James noted that members of the S&A Committee approved a zero percent increase in Services and Activities Fee for 2010-11. Students want to be involved in discussions that impact them, such as legislation involving tuition-setting authority. He also encouraged open dialogue with faculty and reported on an initiative to bring more scholarship funding to students.

Exempt Employees Association – 17
The Exempt Employees Association was represented by chair-elect Kirk Eslinger who reported that exempt and civil service employees recently met to discuss job security, employee morale, and dissemination of information regarding legislative budget issues. He also stated that the association is examining an individual professional development plan for its membership and an exempt employee recognition program, noting that it is important to recognize those who do exceptional work.

Employee Council – 17a
Employee Council Chair Elaine Ames expressed gratitude to the board for including the Employee Council chair as a representative to the board. She also applauded the joint exempt and civil service meeting as an informative one for both groups. The mission of the Employee Council is to find ways to share important information. Ms. Ames reported that Terri Covey, Web Support Specialist, Multimedia Technology and Instructional Support, is the Employee of the Month for January; February’s Employee of the Month is Lori LaFleur, Cashier, Student Financial Services. The Employee of the Year will be announced April 27 at the Employee Appreciation Awards.
Communications – 18 [none received]

Consent Agenda – 19

Motion 10-19: A motion to receive report items 20-23 collectively and approve action items 24-28 collectively was presented by Mr. Thompson and seconded by Ms. Notter. Motion carried. (Mr. Weisel abstained; student trustees are not permitted to vote on personnel matters.)

Consent Business, Finance, and Audit Information Items

Capital Projects Status Report – 20
The latest Capital Project Status Report, dated March 5, 2010, was presented for the board’s information. This report is regularly updated and may be accessed at http://www.cwu.edu/~facility.

Consent Personnel Reports

Non-Tenure-Track Faculty Appointments – Fixed Term – 21
[Per terms and conditions outlined in the appointment letter]
Harris, Darryl, Lecturer, Accounting, Spring 2010
Lassanske, Patricia, Lecturer, Educational Foundations and Curriculum, Fall 2009 & Winter 2010
Peterson, Robert, Lecturer, Teaching Elementary, Adolescents and Young Children, Winter 2010
Sundsmo, Carissa, Lecturer, Nutrition, Exercise and Health Sciences, Winter 2010
Tolzin, Keith, Lecturer, Industrial and Engineering Technology, Winter 2010

Faculty Sabbatical Leave Reports – 22
Saunders, Peter, Professor, Economics, Spring 2009 & Fall 2009

Scholars Exchange – 23

Consent Personnel Action

Faculty Tenure-Track Appointments – 24
Bailey, William, Asst. Professor, Accounting, September 16, 2010
Thompson, James, Assoc. Professor, Accounting, September 16, 2010

Faculty Military Appointments – 25
Wright, Dale A., Asst. Professor, Military Science, January 25, 2010
Vonahlefeld, Thomas, Cpt., Asst. Professor, Aerospace Studies, May 2010

Faculty Overload Assignments – 26
Provaznik, William, Asst. Professor, Management, Spring 2010
Walker, Teresa, Asst. Professor, Teaching Elementary, Adolescents & Young Children, AY 2008-09

Faculty Reappointment in their Second or More Year of Service [Fifth Probationary Year] – 27
Beardsley, Roger, Industrial & Engineering Technology
Carnell, Lucinda, Biological Sciences
Cates, Jennifer T., Psychology
Cheney, Eric R., Sociology
Francis, Teresa I., Law & Justice
Larson, Linda, Accounting
Board of Trustees Minutes  
Committee of the Whole  
March 5, 2010  

Approved April 30, 2010

Trustees Present  
Mr. Sid Morrison, Chair  
Ms. Patricia Notter  
Ms. Annette Sandberg  
Mr. Keith Thompson, Vice Chair  
Mr. Brent Weisel

Absent  
Mr. Dan Dixon  
Ms. Kate Reardon  
Mr. Moses Squeochs

Others Present  
Dr. James L. Gaudino, President  
Ms. Sherer Holter, Chief of Staff  
Ms. Judy B. Miller, Secretary to the Board  
Dr. Wayne Quirk, Provost/Senior Vice President for Academic Affairs  
Mr. Alan Smith, Assistant Attorney General  
Dr. Elizabeth Street, Vice President for University Advancement  
Dr. John Swiney, Assistant Vice President for Enrollment Management  
Mr. Bill Vertrees, Vice President for Business and Financial Affairs

Reconvened at 8:00 a.m.

The board met for 45 minutes prior to the executive session. No action was taken.

Executive Session  
The board met in executive session for 15 minutes to discuss real estate matters.

Academic Affairs – Kate Reardon, chair  
Ms. Reardon shared the letter nominating former trustee Leslie Jones for an honorary Master of Humane Letters degree. Action on this item is scheduled during the afternoon session. Mr. Morrison inquired about the Music Building naming opportunity tabled last year. That item is eligible to return to the board for consideration in 2011.

Business, Finance, and Audit – Keith Thompson, chair  
The committee reviewed the FY2010 general operating budget, received an update on the new residence hall project, and discussed tuition-setting authority. Bill Vertrees reviewed the tuition briefing he presented to the board Thursday afternoon. The board is authorized to approve tuition and fees, including the Services and Activities Fee proposed by the student committee charged with administering that fee. Action is anticipated on the tuition item in the afternoon session.
Resource Development – Patricia Notter, chair
Ms. Notter reviewed the fundraising report. Mr. Morrison inquired about the possibility of donating travel expenses to the CWU Foundation. Ms. Miller will following up on an appropriate process.

Student Affairs – Annette Sandberg, chair
John Swiney presented an enrollment report highlighting freshmen and transfer student application and admission data for 2007-10.

General Items – Sherer Holter
Ms. Holter reviewed proposals to change the location of the April 30, 2010 board meeting and to authorize the rule change process for nondiscrimination rules [WAC 106-72].

Provost Quirk noted that student effort in Olympia regarding tuition increases was valuable. Students took their concerns directly to legislators.

Recessed at 11:50 a.m. for lunch
Baker, Becky, Human Resources Consultant 1, Human Resources, effective March 31, 2010 [20 years]

Adjourned at 2:31 p.m.

Next Meeting
The Board of Trustees will meet in regular and special sessions June 1, 2010 in Barge 412 on the Ellensburg campus, 400 East University Way.

Judy B. Miller, Secretary to the Board of Trustees
Central Washington University

Sid Morrison, Chair
Board of Trustees
Central Washington University