12-3-2010

December 2-3, 2010 - Board of Trustees Meeting Minutes, Regular Sessions

Board of Trustees, Central Washington University

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Board of Trustees Minutes
Regular Sessions
December 2 and 3, 2010

December 2, 2010

Present:
Mr. Sid Morrison, Chair
Mr. Keith Thompson, Vice Chair
Ms. Patricia Notter
Ms. Annette Sandberg
Mr. Ron Erickson
Mr. Logan Bahr

President Gaudino discussed the state’s economic forecast and the potential impact on university resources. The Board was treated to a special performance of the Kairos Quartet, featuring Carrie Rehkopf, Heather Netz, Tim Betts and John Michel, and a ceramics art exhibit by Assistant Professor Stephen Robison. President and Mrs. Gaudino hosted a dinner featuring wines selected from wineries that employ graduates of the CWU World Wine Program. No action was taken.

December 3, 2010

Committee of the Whole
Minutes of committee of the whole are integrated into the regular session minutes. No action was taken.

Reconvened in Regular Session (1:03 p.m.)

Present
Mr. Sid Morrison, Chair
Mr. Keith Thompson, Vice Chair
Ms. Patricia Notter
Ms. Annette Sandberg
Mr. Dan Dixon
Mr. Ron Erickson
Mr. Logan Bahr

Absent
Ms. Kate Reardon

Others Present
Dr. James L. Gaudino, President
Ms. Sherer Holter, Chief of Staff and Secretary to the Board
Ms. Sandy Colson, Executive Assistant
Dr. Wayne Quirk, Provost/Senior Vice President for Academic Affairs
Mr. Bill Vertrees, Vice President for Business and Financial Affairs
Alan Smith, Assistant Attorney General
Approval of Minutes – 1

**Motion 10:57:** A motion to approve minutes of the regular and special meetings of October 1, November 4 and November 5, 2010 was presented by Mr. Dixon and seconded by Ms. Sandberg. Since he was appointed after the October 1 meeting, Mr. Erickson stated that he was voting to approve the minutes of the November 4 and 5 meetings. Motion carried.

**Chair Report – 2**
Chair Morrison noted that the University finds itself in a unique position due to the economy and commended the president and support team for meeting the challenge of ongoing budget reductions. He discussed the effect of the national publicity the university received in October when forty students were sickened and nine students were hospitalized after consuming alcoholic energy drinks and commended the response team for turning what was an unfortunate incident into what is becoming a nation-wide banning of caffeine-alcohol intoxicants cloaked as alcoholic energy drinks (AED). Chair Morrison read, on behalf of the Board, Resolution 10-16, Resolutions honoring the Cle Elum/Roslyn Response Team.

**Motion 10:58** A motion to adopt Resolution 10-16 was offered by Ms. Sandberg and seconded by Mr. Dixon. Motion was approved by standing acclamation of the Board.

**President’s Celebration Report - 3**
Dr. Gaudino expressed his gratitude to the university community for their dedication in serving more students with fewer resources.

*Carissa Cobain* - Professor Glen Bach spoke on behalf of graphic design student Carissa Cobain, who created the 2010 holiday card. Ms. Cobain was presented a framed copy of her card.

*Glen Bach* - Liahna Armstrong spoke in recognition of Professor Bach who received two international awards for the book design and book cover of the CWU history book, *“By Teaching We Learn.”*

*Amy Mumma* - Kevin Nemeth introduced Amy Mumma from the World Wine Program. Ms. Mumma will travel to France this June to be presented with the VinExpo 2011 “Woman of Wine” Award.

**Athletics** - Associate Athletic Director Gary Hyatt spoke in recognition of the achievements of the fall sports teams. The football team won their third GNAC conference championship in a row. Seventeen members of the football team were named first team all conference and Joe Lorig was named the conference assistant coach of the year. Mr. Hyatt noted that the basketball teams are off to a good start and the volleyball team completed a good season. The coaches from the women’s soccer team and the cross country team both discussed their teams’ accomplishments.

**Distinguished Services Awards:**
*Academic and Student Life* - Kariann Linnell reviewed the contributions of Darlene Boykiw who has worked in the Biological Sciences department since 1999. Tracy Terrell spoke in support of Ginger Linnell who retired after 20 years with the University.

*Business and Financial Affairs* - Gene Rau spoke in support of Dave Storla, who developed our outstanding computer lab faculties and the student lab assistant program during his 30 year tenure at the university. Sherer Holter introduced Eileen Stokes who provided ten years of service in the Human Resources Benefits Group.

*Emeritus Faculty* – Todd Shiver, chair of the Music Department spoke of the many accomplishments of Professor Linda Marra who taught singing for the past twenty six years. Connie Lambert, interim dean for the College of Education and Professional Studies spoke on behalf of Professor David Shorr, professor of early childhood education who retires after 30 years.
BOARD COMMITTEES
Utilizing a committee-of-the-whole format, all trustees present participated in the morning committee session.

Academic and Student Life – Annette Sandberg for Kate Reardon, Chair

Enrollment Report – 4
CWU expects 500 new students during winter quarter and an estimated student headcount of 10,650. Transfer applications are ahead of plan. These trends reflect the surprising resiliency of students’ to find a way to pay for college, although some take a quarter or two off to save money. Enrollment Management is considering a change to the policy that requires reapplication if a student takes a quarter off.

Naming Opportunities – Hogue Technology Building – 5
On behalf of the Development Priorities Committee (DPC) that he chairs, the Provost submitted four naming opportunities for rooms in the Hogue Technology Building, all of which meet the minimum dollar amount per assigned room:
1. William Bender, $10,000 - Lobby Knuckle
2. Fisher & Sons, Inc., JTM Construction and FSI Architects, $10,000 – Study Area on the First Floor, Room 115
3. Mechanical Contractors Association of Western Washington, $50,000 - Construction Lab 103
4. Allan and Inger Osberg Construction Lab, $50,000 - Construction Lab 105

Motion 10-59: A motion that the Board of Trustees approve the recommendations of the Development Priorities Committee to name the above rooms of the Hogue Technology Building was presented by Ms. Sandberg and seconded by Ms. Notter. Motion carried.

Services & Activities Supplemental Budget Allocation – 6
The Student Services & Activities committee submitted a supplemental budget allocation of $18,495 to fund: 1) one-time travel support in the amount of $10,500 for the William O. Douglas Honors College students to travel to the Western Regional Honors Council in Utah in March 2011; 2) one-time travel support in the amount of $995 to support one faculty advisor to travel with the William O. Douglas Honors College students to Utah in March 2011; and 3) one-time travel support in the amount of $7,000 Cross Cultural Leadership students to travel to El Salvador in March 2011 to complete a building project while exploring global perspectives.

Motion 10-60: A motion that the Board of Trustees approve the supplemental allocations was presented by Ms. Sandberg and seconded by Mr. Dixon. Trustee Bahr abstained. Motion carried.

Business, Finance and Audit – Keith Thompson, Chair

Data Update – 7
Vice President Vertrees presented real time data from the new budget planning system and discussed ways the Management Information System Team (MIST) task force is improving business practices and communication between functional areas.

FY 2011 General Funds Operating Budget Status – 8
Documents outlining FY11 spending projections and available resources were discussed in detail during the committee session. Vice President Vertrees noted that the data reflects the new organizational structure of the university but cautioned the spending projections reflect just the first four months of the academic year.

University Endowment Investment Report – 9
The university endowment fund investments are managed by Financial Affairs. The October 31, 2010 report shows a total liabilities and fund balance of $4,490,689, up $256,482 from July 1, 2010.
Hogue Hall Addition & Renovation Project – 10
Project bids were received in August 2010 from three general contractors for the Hogue Hall Renovation Project. The contract was awarded to TW Clark Construction of Spokane, Washington. The renovation work is scheduled to commence in September 2011 with substantial completion scheduled for June 2012.

New Residence Hall – Bond Sale Update – 11
The University completed a $34.5 million, 30 year bond sale to build a new residence hall to replace Barto Hall on November 5, 2010. Bids were received on October 21, 2010 from nine general contractors for the new residence hall and a contract was issued to Killian Construction Company of Springfield, Missouri. Demolition of Barto Hall is expected to begin later this month, with the new hall ready for occupancy in time for fall quarter 2012.

CWU Foundation Gifts Report, July 1 – October 31, 2010 – 12
A Foundation Gifts report for July 1, 2009 through May 31, 2010 was presented for the board’s information. The economic situation has impacted contributions.

CWU Trustees Honor Endowment Statement as of June 30, 2010 -13
A Trustees Honor Endowment Investment Report was presented for the information of the Board of Trustees. The fund balance for the period ending June 30, 2010 is $24,157.

Retirement Plan for Faculty and Exempt Staff - 14
Prompted by the requirement for an increased level of employer responsibility for oversight of investment options under Internal Revenue Code § 403(b) and subsequent Department of Labor guidance, the investments under the CWU Retirement Plan for Faculty and Exempt Staff have been under review.

The CWU benefits staff has been working with the University of Washington and Western Washington University and consultants from Hewitt Investment Group to review both investment options and the overall investment program structure for the retirement plan. A proposal was developed to move to a single record keeper, a tiered investment structure, and a best-in-class approach. Administration at each institution has reviewed the proposal and feedback has been sought from representative stakeholder groups at CWU, such as the Faculty Senate, Academic Department Chairs Organization, Exempt Employee Association, and representatives of the faculty union. Two public meetings were held with the consultants present to answer questions. Feedback has been largely positive.

Motion 10-61: A motion that the Board of Trustees of Central Washington University delegate authority to the Vice President of Business and Financial Affairs/Chief Financial Officer to change the investment options and make other related changes as deemed necessary, which may include changes to record keeping, investment structure, line up of available funds, and method for updating investment options for the Central Washington University Retirement Plan was presented by Mr. Thompson and seconded by Mr. Dixon. Motion carried.

Government Relations – Annette Sandberg, Chair

Legislative Update -15
Ms. Schactler discussed the results of the November election. A written legislative briefing was included in the agenda materials.

REPORTS

Faculty Senate - 16
Chair Rodney Bransdorfer discussed the general education program and shared governance.
Exempt Employees Association – 17
Kirk Eslinger reported for Chair Matt Cziske. Exempt staff is busy figuring out how to do more with less. The Exempt Employee Association is working on ways to improve communication and will meet jointly each quarter with the President and the Employee Council.

Employee Council - 18
Chair Lucille Rolfe stated that the Employee Council is also grateful for the opportunity to meet with President once a quarter.

Associated Students of Central Washington University - 19
Gabriel Munoz reported that the ASCWU Board has done a good job recruiting students for university committees. The ASCWU Board participated in a successful Aids Awareness program on December 2, 2010. Mr. Munoz also reported that the Student Services and Activities Committee and student clubs are going well and that an estimated 1,000 students attended the Wellington’s Wildfire event during Homecoming weekend.

Communications - 20
There were no communications received by the Board.

Consent Agenda - 21
Consent action items 22-27 and consent report items 28-33 were submitted for review and/or action.

Motion 10:62: A motion that the Board approve consent action items 22-27 and consent report items 28-33 was presented by Mr. Dixon and seconded by Ms. Notter. Motion carried.

Good of the Order
Chair Morrison announced that the Board is looking for ways to improve efficiency and reduce meeting costs and will move to a paperless system in the coming year.

Adjourned at 2: 24 p.m.

Next Meeting
The Board of Trustees will meet February 4, 2011 on the Ellensburg campus.

Sherer Holter, Secretary to the Board of Trustees
Central Washington University

Sid Morrison, Chair
Board of Trustees
Central Washington University