6-10-2011

June 9-10, 2011 - Board of Trustees Meeting Minutes, Regular and Special Meetings

Board of Trustees, Central Washington University

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June 9, 2011

Present
Mr. Keith Thompson, Vice Chair
Ms. Patricia Notter
Ms. Annette Sandberg
Mr. Ron Erickson
Mr. Dan Dixon
Mr. Logan Bahr
Dr. James Gaudino, President
Ms. Sherer Holter, Chief of Staff
Dr. Marilyn Levine, Provost/Vice President for Academic and Student Life
Mr. George Clark, Vice President for Business and Financial Affairs

The meeting was called to order by Vice Chair Thompson at 4:45 p.m. Vice President Clark provided the Board and audience an overview of the six-year operating budget plan. No action was taken. The meeting adjourned at 6 p.m.

June 10, 2011

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

Others Present
Dr. James L. Gaudino, President
Ms. Sherer Holter, Chief of Staff and Secretary to the Board
Dr. Marilyn Levine, Provost/Vice President for Academic and Student Life
Mr. George Clark, Vice President for Business and Financial Affairs
Alan Smith, Assistant Attorney General
Ms. Sandra Colson, Executive Assistant to the President
Executive Session – Labor Negotiations
The Board met in executive session from 8 – 8:30 a.m. to discuss the status of labor negotiations between the university and the United Faculty of Central.

Regular Meeting Called to Order at 9:10 a.m.

Changes to the Agenda
Chair Morrison noted the following changes to the agenda:
• Executive Session, Labor Negotiations – added to the online agenda
• Tuition and Fees – includes graduate rate and non-resident undergraduate and graduate rates
• Course and Service Fees – from information to action item
• Consent Action and Consent Report – corrected faculty promotion and tenure granted list

Approval of Minutes

Motion 11-23: A motion to approve minutes of the minutes of the May 5 and 6, 2011 was presented by Mr. Bahr and seconded by Ms. Sandberg. Motion carried.

Chair Report
Chair Morrison discussed the letter of support that he and President Gaudino recently signed in support of the Development, Relief and Education for Alien Minors (DREAM) Act. The DREAM act provides a pathway for certain undocumented students to obtain permanent residency if they meet a number of criteria including being of good moral character, graduating from a US high school, and completing two years in military service or at a four year institution of higher education. Mr. Morrison also spoke about the dedication of the Jerilyn M. McIntyre Music Building on Sunday, June 6, noting the “concert blew me away.”

President’s Celebration Report
The following individuals and groups were recognized during the report:

On behalf of the Employee Council, Lucy Rolfe announced the Employee of the Month Award Winners. Marilyn Mason, Secretary Senior in the Department of Geography was recognized as the March 2011 Employee of the Month and JoAnn Page, Program Support Supervisor for Admissions was recognized for the month of April 2011.

Lieutenant Colonel Karl Neal recommended Monica (Muffie) Corbin, Secretary Senior, Military Science for Distinguished Service recognition. Ms. Corbin is retiring with 34 years of service to the university. During those years, she was involved in 300 commissions and worked with all but one cadre of cadets since the program’s inception at CWU.

Dr. Wayne Quirk, Dean of Graduate Studies and Dr. Mary Lee Jensvold, Director of the Chimpanzee and Human Communication Institute (CHCI) recommended Dr. Roger Fouts for Faculty Emeritus and Ms. Deborah Fouts for Distinguished Service status. In discussing their extraordinary careers, Dr. Quirk noted that the Fouts exemplify the basic tenets of academic research and teaching. Their work with CHCI made it a world class center of excellence where science influenced humanity and humanity influenced science. Dr. Jensvold noted her appreciation to the Fouts family as a model that balanced work and family, and one that put ethics and responsibility to the chimps first.
Marv Bouillon, Chair, recommended Dr. Gary Heesacker for Faculty Emeritus status. Dr. Heesacker retires with 39 years of service to the Accounting Department where his career bridged academics and the profession, and where he was an important influence in helping students get started in their career.

George Drake, Chair, recommended Dr. Virginia Mack for Faculty Emeritus status. She is retiring with 24 years as a non-tenured faculty with the English Department. During her career she taught and published on Irish literature, had an active service record, and participated in student study abroad programs.

Natalie Lupton, Chair of the 2011 SOURCE program, announced the winners of the undergraduate and graduate research awards and faculty mentor of the year awards. She also announced the winners of the student business plan competition.

President Gaudino introduced Dr. Kandee Cleary. Dr. Cleary serves as the University’s Inclusiveness Coordinator through the President’s Office and is also a faculty member and chair of the Sociology Department. Dr. Cleary was recently awarded the American Federation of Teachers – Washington (AFT-WA) “We are One – Solidarity Award.” This award goes to individuals who work to create connections and ties between different constituencies and populations within their local and workplace. She was nominated for the award by the leadership of the United Faculty of Central, AFT local 3231.

Jack Bishop, Athletic Director, introduced the Women’s Softball Team coach Mallory Holtman and player Samantha Petrich. The women’s softball team recently won the Great Northwest Athletic Conference (GNAC) championship. This was the second championship in as many years for Ms. Holtman who was named Head Coach in 2010. Ms. Petrich was named the 2011 GNAC Player of the year; four other players also received all-conference recognition.

Members of the Men’s Rugby team and coach Robert Ford were introduced. Men’s Rugby is a sports club and members play other teams from around the country including those of Ivy League schools. The team recently placed fourth at the USA Sevens Collegiate Rugby Championship, in Pennsylvania. Their final game was televised nationally by NBC.

**BOARD COMMITTEES**

**Academic and Student Life – Kate Reardon, Chair**

**NCATE Accreditation**

Dr. Jim DePaeppe and Dr. Connie Lambert reported that CWU’s Center for Teaching and Learning (CTL) undergoes two accreditation processes simultaneously every seven years, one through National Council for the Accreditation of Teacher Education (NCATE) and the other through the state’s Professional Education Standards Board (PESB). Given that the university has received notification of a pending merger between NCATE with and the Teacher Education Accreditation Council (TEAC), the CTL will use the PESB solely as the external evaluator until such time as this new accreditation entity re-establishes its standards and national credibility.
Information – Private Student Loan Program
Trustee Erickson reported on the feasibility of a private student loan program to assist middle class families. Deutsche Bank has a program similar to that which the sub-committee has discussed. Trustee Thompson will follow up on the program and report to the Board at their July retreat.

Information – Operating Budget Report
Vice President Clark gave an overview of the fiscal year 2011 budget status, updated the Board on the conference budget that was passed by the legislature, and presented operating budget recommendations for fiscal year 2012 through 2017.

- Expenditures for fiscal year 2011 are estimated to be $186,000 less than projected at the beginning of the fiscal year, and the university has had to absorb two government-enacted budget reductions.
- The FY 2012 conference budget that was recently passed and signed by the governor cuts $535 million from the higher education. CWU’s portion of that cut will be $29.5 million, which equates to one-third of our operating budget.
- The conference budget assumes a 3% salary reduction, pension reductions for employees enrolled in the university’s retirement plan and a 14% tuition increase for resident undergraduates each year for the next two years.
- Mr. Clark explained that although the legislature assumed that this level of tuition increase would backfill the state reductions, the net cut to the university is still $8.8 million over the biennium. He explained that the Board will be presented with several motions to consider in developing an operating budget for fiscal year 2012.
- To avoid recruitment and retention problems, the 2012 proposed operating budget seeks to restore cyclic actions that were implemented last year due to budgetary constraints, and to absorb the 3% salary reductions and pension reduction contained in the conference budget. The 2012 budget also includes a formula for direct and indirect cost allocation for services provided by the university to self-support areas.
- Mr. Clark ended his presentation by proposing that the Board set the following parameters for the operating budget: 1) maintain a 9800 student FTE level; 2) resident undergraduate tuition increases of 14% each year for the next two years, then 11.5% for the subsequent four years; 3) expanding our entrepreneurial efforts by changing the mix of our student FTEs by increasing the number of out-of-state and international students, moving the remediation program to self-support and changes to on-line programs.
- With the Board’s approval, the administration believes that after the next year sufficient funds will be available to invest in new academic programs.

Action – Service and Activities Supplemental Budget Allocation for FY 2011
The Services and Activities Committee submitted a recommendation to approve supplemental funds of $8000 to support travel expenses for fifteen students to travel from Seattle to Memphis. The students will participate in a Freedom Ride by traveling by bus to visit shrines of freedom throughout the south from June 12 to 17, 2011.

Motion 11-24: A motion that the Board of Trustees of Central Washington University hereby approves the Services and Activities Fee supplemental allocation of $8,000 was presented by Mr. Thompson and seconded by Mr. Erickson. Motion passed.
Action – Tuition and FTE
Based on the information presented by Vice President Clark, the Board discussed the proposed tuition increase of 14% in each of the two years of the biennium. Chair Morrison asked how CWU’s proposed increase compared with that sought by other state institutions. Trustee Thompson responded that the University of Washington is seeking a 20% or more increase, and Washington State University and Western Washington University are proposing a 16% increase. Evergreen is considering a 14% increase, but their Board has not yet met. Eastern Washington University has proposed an 11% increase and the community college system was authorized up to a 12% increase. Central’s proposal is somewhat in the middle.

Motion 11-25: A motion that the Board of Trustees of Central Washington University approve the 14% resident undergraduate tuition increase and 5% increase for non-resident and graduate students with a base of 9800 FTE for FY 2012 and 2013 was presented by Mr. Thompson and seconded by Ron Erickson. Motion carried.

Trustee Sandberg called for a point of order and requested that the next agenda item, Fiscal Year 2012 and 2013 Annual Operating Budget, be tabled until the Board had an opportunity to discuss the submittals from the S&A committee and course and fee requests.

Action - S&A Fiscal Year 2012 Supplemental Budget
The services and Activities Committee submitted a recommendation to approve supplemental funds of $22,500 to support travel expenses for the Rugby Team to travel to away games during the 2011-2012 season and $790,832 to cover the administrative fee assessed on the S&A fund in fiscal year 2012. Trustee Sandberg noted that this is a one year increase and will work with the Provost to ensure that the administrative fee is justified and to find ways to reduce costs to students.

Motion 11-26: A motion that the Board of Trustees approves the Services and Activities supplemental budget allocations totaling $813,332 was presented by Mr. Thompson and seconded by Ms. Notter. Motion passed.

Action - S&A Base Allocation
The Services and Activities committee submitted a recommendation to approve on-going base funds to support a Career Services Career Counsel for the Westside campuses.

Motion 11-27: Mr. Thompson presented a motion that the Board of Trustees of Central Washington University hereby recommends the funding for the position be tentatively approved, but fund distribution held until the Dean of Students justifies the basic need for the position, and that such justification shall be presented to the President no later than September 1, 2011. The motion was seconded by Mr. Dixon. Motion passed.

Action - S&A Reduction to Base Budget Allocation
The Services and Activities Committee submitted a recommendation that the base allocation of each area funded by S&A funds be reduced by a small percent so that all areas would share the burden of the overall cuts.

Motion 11-28: Mr. Thompson presented a motion that the Board of Trustees of Central Washington University hereby approves the 1% reduction to all Services and Activities Base Budget Allocations. However, a report shall be submitted to the Board of Trustees for review at the October meeting.
regarding how the 1% reduction was implemented and any impacts that occurred. The motion was seconded by Ms. Sandberg. Motion passed.

**Action - S&A Mandatory Fee Increase**

The Services and Activities Committee submitted a recommendation that the Services and Activities fee be increased by 11% for FY 2012. The committee felt that the increase would allow it to adequately manage its finances in the coming year and continue to address student needs.

**Motion 11-29:** A motion that the Board of Trustees of Central Washington University approves the Services and Activities fee increase 11% was presented by Mr. Thompson and seconded by Mr. Erickson. Motion approved.

**Action - Course and Service Fee Request**

The Budget and Finance Committee provided a recommendation that the list of academic course-specific fees and service fees be updated effective July 1, 2011. The list includes fees that are both increased as well as fees that are being deleted because the courses are no longer offered.

**Motion 11-30:** Mr. Thompson presented a motion that the Board of Trustees of Central Washington University hereby approves the Course and Service Fee Request as submitted, effective July 1, 2011. The motion was seconded by Ms. Notter. Motion approved.

**Action – Health and Counseling Mandatory Fee Increase**

The Budget and Finance Committee presented a recommendation that the Health and Counseling Fee be increased by $5 per quarter.

**Motion 11-31:** A motion that the Board of Trustees of Central Washington University hereby approves the $5 per quarter Health and Counseling Fee increase was presented by Mr. Thompson and seconded by Ms. Notter. Motion approved.

*At this time, Board resumed discussion of the Fiscal Year 2012 and 2013 Annual Operating Budget.*

**Action - Fiscal Year 2012 and 2013 Annual Operating Budget Approval**

Based on information presented by Vice President Clark, the Board discussed the distribution of state appropriated and tuition funds for Fiscal Year 2012 as well as a six year financial plan. The operating budget being presented provides for a proposed six year tuition increases (14% for the first two years and 11.5% for the subsequent four years), 9800 FTE, allocation of an administrative fee, absorbing the 3% salary reduction and absorbing the pension reduction from 10% to 6%.

**Motion 11-32:** A motion that the Board of Trustees of Central Washington University hereby 1) Approves the FY 2012 operating budget; 2) Approves the FY 2013 operating budget contingent upon supplemental legislative action; and 3) Supports the FY 2014 – 2017 operating budgets, was presented by Mr. Thompson and seconded by Mr. Erickson. Motion approved.

**Information – SUB and REC Fee Increase**

Information on proposed increases of $3 per quarter to the Student Union Fee and $7 per quarter to the Recreation Center fee was presented on behalf of the Budget and Finance Committee. This item will be brought back to the Board for action in July.
Government Relations – Annette Sandberg, Chair

Information – Legislative Update
Linda Schactler gave an overview of the budget and policy bills that were passed during the legislative session. House Bill 1795 dealt with tuition flexibility for four years, financial aid, increased degree production and accountability measures. Senate Bill 5182 creates a Steering committee on Higher Education and, as of July 1, 2012, eliminates the Higher Education Coordinating Board and creates the Council for Higher Education and Office of Student Financial Assistance. She noted that between now and January 2012 CWU staff will be assessing the 2011 legislative session, preparing for the supplemental budget request and meeting with key policymakers.

General – Sherer Holter

Action - Approve Change to Academic code, Section IV.C
The Board of Trustees must approve changes to the Academic Code. At its regularly scheduled meeting on April 6, 2011, the Faculty Senate approved a motion to recommend the changes to section IV.C of the Academic Code regarding the election of the Faculty Senate chair-elect as outlined in Exhibit B (attached). This change puts the votes to elect the chair-elect with the Senators rather than just the Faculty Senate Executive Committee.

Motion 11-33: A motion that the Board of Trustees of Central Washington University hereby approves the change to Section IV.C of the Academic Code was presented by Mr. Dixon and seconded by Mr. Bahr. Motion passed.

Action – Resolution Honoring Student Trustee Logan Bahr
Trustee Keith Thompson presented resolution 11-06 honoring Logan Bahr for his contributions to the Board of Trustees:

WHEREAS, Mr. Logan Bahr was appointed to the Central Washington University Board of Trustees by Gov. Chris O. Gregoire on September 8, 2010—the thirteenth CWU student selected to serve on the board following 1998 legislation creating a student seat on each of the governing boards of the state’s six public baccalaureate institutions—and served with distinction until June 30, 2011, and

WHEREAS, during his one-year term of service on the board, Mr. Bahr thoughtfully represented all citizens of Washington by communicating his position on many substantive issues along with providing advocacy and conscientious commitment to students, their perspectives, and their concerns, and

WHEREAS, through his vision and concern for students, Mr. Bahr encouraged his fellow trustees to consider how each CWU governing board decision, especially those with financial implications, would affect Central students, and

WHEREAS, he was an articulate spokesperson for the constituents he represented, and

WHEREAS, his commitment to the university’s vision, mission, and goals was revealed through his involvement in a variety of university functions and activities, at which he served as an official representative of this board, and
WHEREAS, Mr. Bahr consistently demonstrated integrity, initiative, enthusiasm, and skill in interacting with diverse university and public constituencies, and

NOW THEREFORE BE IT RESOLVED that this Board of Trustees wishes to publicly express its appreciation to Mr. Bahr for his effective, intelligent, and dedicated service as a member of the Central Washington University Board of Trustees.

ADOPTED and signed this 10th day of June, 2011 by Dan Dixon, Sid Morrison, Patricia Notter, Kate Reardon, Annette Sandberg, Ron Erickson and Keith Thompson

**Motion 11-34:** Chair Morrison noted the reading of Resolution 11-06 as the motion; the motion was seconded unanimously and approved unanimously by the Board.

**Action – Resolution Honoring ASCWU Board of Directors**

Trustee Kate Reardon presented Resolution 11-07 honoring the 2010-11 Associated Students of Central Washington University (ASCWU) Board of Directors for their contributions to the University.

WHEREAS, members of the 2010-2011 Associated Students of Central Washington University Board of Directors (BOD) have served with distinction and have conducted themselves in a professional manner befitting the leadership positions they hold within the university, and

WHEREAS, the BOD directed its efforts toward establishing effective communication and positive relationships between the ASCWU and students, faculty, staff, administration, and the community, and

WHEREAS, the BOD provided unflagging support for key legislative priorities affecting students: tuition-setting policy, financial aid funding, and adequate facilities and programs, and

WHEREAS, the BOD encouraged students to become involved in discussions about issues that impact them, to ask questions, and to look for ways to trim costs,

BE IT THEREFORE RESOLVED that this Board of Trustees wishes to publicly express its appreciation to the members of the 2010-2011 Board of Directors for their dedicated service to Central Washington University and its students and wish them well in their future endeavors.

ADOPTED and signed this 10th day of June, 2011 by Dan Dixon, Sid Morrison, Patricia Notter, Kate Reardon, Annette Sandberg, Keith Thompson, Ron Erickson and Logan Bahr

**Motion 11-35:** Ms. Reardon moved and Mr. Bahr seconded that the Board adopt Resolution 11-07 honoring the 2010-2011 Associated Students of Central Washington University (ASCWU) Board of Directors for their contributions to the University. Motion approved.

**Faculty Senate**

A written report was included in the agenda materials.

**Exempt Employees Association**

A written report was included in the agenda materials.
Employee Council
A written report was included in the agenda materials.

Associated Students of Central Washington University
A written report was included in the agenda materials. Mr. Munoz also thanked staff and students for their assistance and support over the past academic year.

Communications
Chair Morrison acknowledged receipt of the following correspondence: 1) Letter of appreciation and donation to Music Department from Maxine McIntyre, dated May 15, 2011; 2) Memo from S&A Committee regarding administrative fee, dated May 25, 2011; and 3) Memo from Faculty Senate regarding Senate Resolution/Motion No. 10-45, dated June 2, 2011.

Consent Agenda
Consent action items and consent report items were submitted for review and/or action.

Motion 11:36: A motion that the Board of Trustees of Central Washington University approves consent action items and receives report items submitted June 10, 2011 was presented by Ms. Sandberg and seconded by Mr. Dixon. Motion carried.

Adjourned at 11:45 a.m.

Next Meeting
The Board of Trustees will meet for their annual retreat on July 21 and 22, 2011 on the Ellensburg campus.

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

Sid Morrison, Chair
Board of Trustees
Central Washington University