5-4-2012

May 3-4, 2012 - Board of Trustees Meeting Minutes, Regular and Special Meetings

Board of Trustees, Central Washington University

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May 3, 2012

Present:
Mr. Sid Morrison, Chair
Mr. Keith Thompson, Vice Chair
Mr. Chris Liu
Mr. Dan Dixon
Ms. Ivana Trottman
Dr. James Gaudino, President
Dr. Marilyn Levine, Provost/Vice President for Academic and Student Life

Also present:
Mr. Bill Vertrees, Assistant Vice President for Facilities Management
Mr. Bill Yarwood, Director of Facilities Planning and Construction Services

The special meeting was called to order at 4 p.m. Bill Vertrees, Assistant Vice President for Facilities Management, and Bill Yarwood, Director of Facilities Planning and Construction Services, provided an in-depth overview of the 2013-2015 Capital Budget Priorities. They explained the difference between major, intermediate and minor works projects and how each type of project has a different funding mechanism. They also reviewed the capital project submission schedule, the list of projects by CWU ranking and showed the Board aerial view drawings of the three major projects: Science II, Samuelson Communication and Technology Center and Nutrition, Exercise, Health and Science (NEHS). The special meeting adjourned and the Board joined faculty and teachers from the Center for Excellence in Math and Science Education (CESME) in the Lombard Room for a social dinner.

May 4, 2012

Present:
Mr. Sid Morrison, Chair
Mr. Keith Thompson, Vice Chair
Mr. Chris Liu
Mr. Dan Dixon
Ms. Ivana Trottman
Dr. James Gaudino, President
Dr. Marilyn Levine, Provost/Vice President for Academic and Student Life
The Board convened in Executive Session at 8:05 a.m. for the purpose of discussing personnel and collective bargaining issues. Executive Session adjourned at 8:55 a.m.

Business Meeting Called to Order at 9:05 a.m.

Changes to the Agenda
Chair Morrison noted that an action item on the defense and indemnification of an employee had been added under “General Items.”

Approval of the Agenda
Motion 12-20: A motion that the Board of Trustees of Central Washington University approves the agenda of May 4, 2012 was presented by Mr. Dixon and seconded by Mr. Liu. Motion approved.

Approval of Minutes
Motion 12-21: A motion that the Board of Trustees of Central Washington University hereby approves the minutes of the regular meeting of March 2, 2012 and the special meeting of April 4, 2012 was presented by Mr. Dixon and seconded by Ms. Trottman. Motion approved.

Chair Report
Chair Morrison reported on the success of the Ellensburg-Yakima commuter bus, a joint venture of HopeSource and CWU Transit. In the past year, over 13,000 passengers have used the system. Of those, 40% to ride to and from their places of employment and the other 60% are student passengers. Mr. Morrison commended everyone on their support and the success of this initiative.

Mr. Morrison reported on attending the annual Employee Recognition Ceremony on Tuesday, May 1, 2012. Mr. Morrison noted that each year he is amazed by the number of employees who have receive their 10, 15, 20, 25, 30, 25 and 40 year pins and feels that, should he continue to attend, he will at one point have met every CWU employee.

Chair Morrison also noted that he attended an emergency planning meeting recently in the Tri-Cities where he met Professor Tim Melborne. He commended Professor Melborne on the research he is doing using GPS.

President’s Report
Dr. Gaudino began his report by reminding everyone to read the Points of Pride included with the Board’s agenda for a complete list of the amazing accomplishments of our students, faculty and staff.

Celebrations
Dr. Gaudino recognized the February 2012 Employee of the Month, Teresa Vadnais, Scheduling Support Supervisor in Registrar Services. He also recognized Marilyn Mason, Secretary Senior, in the Geography Department who was named 2011 Employee of the Year during the annual Employee Recognition Ceremony.
President Gaudino also recognized Linda Mahaney, on behalf of the 2011 Team of Distinction award. He explained that Ms. Mahaney worked with a 56-member project team during the Student Success Move Project last summer which relocated 72 staff, in 7 different buildings, over the course of 20 working days. The project included removing and installing walls, installing and relocating of electric outlets and voice and data jacks, moving furniture, copy machines, computers and phones, office files and office supplies. Most impressive of all is that the departments affected by this move were fully functional in their new locations prior to the start of fall quarter.

Dr. Gaudino introduced Grace Greenich, the new Alumni Executive Officer. Ms. Greenich began her position with CWU on May 1.

Linda Schactler recognized two members of her staff, Bret Bleggi and Rick Spencer. Mr. Spencer took the photographs and Mr. Bleggi designed the “Hat’s Off to Ya” housing poster that recently received a Gold Award in Higher Education Advertising (poster category).

President Gaudino recognized Ethan Bergman, Interim Dean of Student Success and professor food science and nutrition, for being selected as one of five people who will carry the Olympic torch when it comes to Basingstroke, England on July 11.

Dr. Gaudino next recognized the CWU’s Army ROTC Ranger Team that took top honors at the 45th Annual Sandhurst Competition at West Point Military Academy on April 20 and 21. Major Scott Carpenter introduced the cadets and their officers, and talked about their scholarship and incredible team effort. The cadets presented each of the Board members an Army ROTC lunch sack, containing a t-shirt and coffee cup.

Professor Emeritus
Dean Kirk Johnson introduced, Jim Huckabay, Professor of Geography, who will retire on June 15, 2012 after 18 years of service. Professor Huckabay has been active in university governance and served for several years as faculty legislative liaison. He has been chair of the Geography department for the past four years and chaired the academic department chairs organization (ADCO) for the past year. Professor Huckabay reflected on his time at CWU and the importance of teaching and reaching out to students.

Dr. Gaudino noted that two other retiring faculty have been nominated for professor emerita status but could not be at the meeting: Patrick Owens, Professor, Library, retiring May 31, with 35 years of service and Dieter Romboy, Professor, Foreign Languages, retiring July 1, 2012 with 40 years of service.

Distinguished Professor Awards
The Distinguished Faculty Awards are the highest awards attainable at the University and represent the highest level of performance. The recipients are recommended by a committee of faculty chosen by the Faculty Senate Executive Committee. The nominee for 2012 Distinguished Professor for Research is Anthony Gabriel, Professor of Geography. The Distinguished Professor for Service is Jeffrey Snedeker, Professor of Music. Dr. Gaudino noted that the Board will formally approve these nominations and those for Professor Emeritus during the consent agenda.

Dr. Gaudino discussed a recent meeting he attended in Washington, DC with the White House’s chief domestic policy advisor and education chief. At the meeting, he learned that the nation’s economic challenges have affected support for Pell grants and that there is a renewed call for Pell Grant reform to
avoid abuses from for-profit institutions. Higher Education should also expect a period of increased accountability, with federal pressure to increase graduation rates.

In closing, Dr. Gaudino congratulated Student Trustee Trottman for her acceptance to Michigan State University where she will pursue a graduate degree.

Dr. Gaudino stated that at the June meeting he will begin providing an overview of the reports provided to the Board of Trustees by the exempt employees’ association, employee council, faculty senate and student board of directors. He stated that this will ensure that accomplishments from each group are highlighted for the board. Chair Morrison concurred with the proposal.

BOARD COMMITTEES

 Academic and Student Life – Ivana Trottman

Information- College of the Sciences
Dean Kirk Johnson gave an overview of the College of the Sciences (COTS). The College has 13 departments that fall into four main areas: natural, social, computational, and natural and social science. The College has eleven interdisciplinary programs that fall under three main areas: diversity studies, natural sciences, and science and society. Dean Johnson also discussed the college’s values, strengths and challenges

Action – Approval of degree program, Master’s of Education, Higher Education
The M.Ed. Higher Education degree program is designed for candidates with an interest in working in administrative positions in institutions of higher education, civic organizations, non-profit organizations, national government organizations, or the social sector. Program coursework provides students with a strong grounding in leadership, management, and organizational development with particular attention to the higher education context. Incoming candidates are expected to meet the requirement for admission to the graduate programs at Central Washington University. To graduate with the M.Ed. in Higher Education, the Office of Graduate Studies and Research requires a cumulative grade-point average of at least 3.0 in the courses listed in the student’s coursework. Upon approval, this program is scheduled to begin fall 2012. The M.Ed. Higher Education will be a self-support program through the Continuing Education department.

 Motion 12-22: A motion that the board of Trustees of Central Washington University hereby approves the degree program, Master’s of Education (M.Ed.) Higher Education was presented by Ms. Trottman and seconded by Mr. Dixon. Motion approved.

Business, Finance and Audit – Keith Thompson

Information – Enrollment Management/Financial Report
John Swiney, Associate Vice President for Enrollment Management, provided an update on spring quarter and fall quarter enrollment. He noted that we have exceeded our spring quarter and annual average enrollment targets for Academic Year 2011-2012. We also had a record number (251) of spring transfer enrollments and spring online enrollments. Fall quarter enrollment offers and payments are also tracking with fall 2011 numbers and our recruiters have a busy visiting schedule here in the state as well as schools as far away as California and Hawaii. Some of the key recruitment activities being used include increasing merit awards, calling campaigns and orientation activities.
Shelly Baird, Director for Budget and Business Planning, reviewed revenue and expenses through March 31, 2012.

**Information – CWU Gift Report**
Scott Wade, Director of University Advancement, presented the CWU Foundation Gift Report for the period July 1, 2011 through March 31, 2012. He explained that the report format has been changed to show total giving by source, non-charitable gifts received and that pledges will no longer be reported. The report shows that during the noted period the university received $1,240,693.

**Action – Fiscal Year 2013 University Endowment Spending Rate**
Trustee Thompson explained that the university has generally followed the endowment spending rate approved by the CWU Foundation. At their meeting on September 30, 2011, the CWU Foundation Board approved a 2.5% spending rate. The attached June 30, 2011 University Endowment Report showed that a 2.5% spending will generate $95,751 to be used for scholarships, professorships and fellowships.

*Motion 12-23:* A motion that the Board of Trustees of Central Washington University hereby approves a 2.5% spending rate for academic year 2012-2013 to be used for scholarships, professorships and fellowships was presented by Mr. Thompson and seconded by Mr. Liu. Motion approved.

Trustee Thompson noted that in the even-numbered year of each biennium the university must submit a 10-year array of capital projects and proposed budgets to government bodies. The board received an in-depth briefing on the proposed projects during their special meeting on May 3. The capital request includes three types of minor works preservation activities: Health, Safety and Code Compliance; Infrastructure Preservation; and Facility Preservation. It also includes funding requests to maintain and upgrade our academic and student services facilities, from small projects in minor works program to intermediate sized projects, and major projects such as Science II, Samuelson Communication and Technology Center, and Nutrition, Exercise, and Health Sciences.

*Motion 12-24:* A motion that the Board of Trustees of Central Washington University hereby approves the OFM State 2013-15 Capital Budget Recommendations was presented by Mr. Thompson and seconded by Mr. Liu. Motion approved.

**Public Affairs and Government Relations – Dan Dixon**

**Information - Legislative and Marketing Update**
Linda Schactler, Director of Public Affairs, gave an overview of the policy initiatives that were included in the recently passed operating budget bill, the supplemental capital budget allocation as well as issues that may be addressed in the 2013 legislative session. The operating budget includes an unfunded mandate to increase enrollment in STEM programs by $406K and a prohibition against differential tuition for resident undergraduate students through July 1, 2013. Legislation was also passed that extends responsibility for child abuse reporting to all employees of high education institutions and requires a public comment period at all trustee meeting; efficiency bills related to duplicative reporting, job-order contracting and procurement flexibility were also passed. She also discussed the new Student Achievement Council. During her marketing update, she discussed the university’s website, new visual identify marks, alumni partnerships and community marketing initiatives. A copy of her marketing update was provided in the Board’s agenda materials.
General – Sherer Holter

Information – University Advancement Overview
Scott Wade discussed a vision for University Advancement that includes having $40 million in foundation assets by 2017. He plans to focus on three areas: alumni relations, foundation and development. He noted that to be successful and meet their targets, these areas require ramping up of available resources, a strategic communication plan, clear job expectations and performance indicators for development officers, and improved reporting and data analysis.

Action – Public Comment Rules
Ms. Holter noted that the recent passage of SHB 2313 provides for public comment during Board of Trustees public meetings. The proposed public comment rules provide the basic parameters for this comment period and will be posted to the Board’s website.

Motion 12-25: A motion that the Board of Trustees of Central Washington University adopts the proposed public comment rules effective June 7, 2012 was presented by Mr. Dixon and seconded by Mr. Liu. Motion approved.

Action – Changes to CWU Policy 1.0 Board of Trustees
Ms. Holter reported that CWUP 1.0 is the chapter of the university’s policy manual that encompasses all policies related of the Board of Trustees. The changes to this chapter incorporate those required by passage SHB 2313 (public comment period and posting of tuition and fee increases twenty-one days prior to action at a board meeting) and updates the Board’s delegation of authority to reflect the university’s recent organizational changes.

Motion 12-26: A motion that the Board of Trustees of Central Washington University adopts Board Resolution [12-04] which updates CWU Policy 1.0, Board of Trustees, was presented by Mr. Thompson and seconded by Mr. Liu. Motion approved.

Action – Defense and Indemnification of Employee
Trustee Dixon reported that a lawsuit, Rankin v. Central Washington University, et al., Cause No. 12-2-00056-8, has been filed in Kittitas County Superior Court against Central Washington University and then Interim Vice President Billy G. Vertrees in his individual capacity. Mr. Vertrees has requested defense by the Attorney General and indemnification by the State of Washington pursuant to RCW 28B.10.842. The Board of Trustees may by resolution authorize the individual defense and indemnification of a CWU employee if the Board finds and determines that the employee was in good faith performing his or her official duties. The Assistant Attorney General concurs with the recommendation of management concerning the Board’s adoption of Resolution No. 12-05

Motion 12-27: A motion that the board of Trustees of Central Washington University adopts Board Resolution [No. 12-05] authorizing the defense and indemnification of Billy G. Vertrees pursuant to RCW 28B.10.842 was presented by Mr. Dixon and seconded by Mr. Liu. Motion approved.
REPORTS
Members accepted the reports included in the agenda materials without discussion.

Consent Agenda
Motion 12-28: A motion that the Board of Trustees of Central Washington University approves consent action items and receives report items submitted May 4, 2012 was presented by Mr. Thompson and seconded by Mr. Liu. Motion approved.

Meeting adjourned at 12:05 p.m.

Next Meeting
The regular meeting of the Board of Trustees is scheduled for June 8, 2012.

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

Sid Morrison, Chair
Board of Trustees
Central Washington University