

7-26-1991

Board of Trustees Minutes, July 26, 1991

Eastern Washington University

Follow this and additional works at: http://dc.ewu.edu/trustees_minutes

Recommended Citation

Board of Trustees Minutes, July 26, 1991. Board of Trustees Records, University Archives & Special Collections, Eastern Washington University, Cheney, WA. http://dc.ewu.edu/trustees_minutes.

This Article is brought to you for free and open access by the Board of Trustees Records at EWU Digital Commons. It has been accepted for inclusion in Board of Trustees Minutes by an authorized administrator of EWU Digital Commons. For more information, please contact jotto@ewu.edu.

Eastern Washington University
BOARD OF TRUSTEES
July 26, 1991, 9:00 a.m.
Louise Anderson Hall, First Floor Lounge

MINUTES

Board Members Present

Mrs. Jean L. Beschel, Vice Chair
Mr. Al Brisbois
Mrs. Eleanor Chase
Mr. Joe W. Jackson
Mr. James L. Kirschbaum, Chair
Mr. Michael C. Ormsby

Mr. Jay W. Rea
University Archivist
Academic Senate
Mail Stop #84

Staff Present

Mrs. Dianna Craner, Budget Analyst
Ms. Rhonda K. Cooper, Administrative Secretary to the President
Ms. Elizabeth R. DeRuyter, Director, News Bureau and Communication Services
Mr. Kenneth R. Dolan, Executive Assistant to the President; Secretary to the Board of Trustees
Mrs. Marcy Drummond, Planning Analyst
Dr. Marshall E. Drummond, President
Dr. Robert H. Elton, Vice Provost for Graduate Affairs and Research
Ms. Ruth Galm, Assistant Director, Grants and Research Development
Ms. Isabelle W. Green, Director, Alumni Relations
Dr. Gregory W. Hawkins, Dean, College of Fine Arts
Mr. Robert G. Hille, Director, Spokane Center
Mrs. Jane A. Johnson, Vice President for University Advancement
Mr. William R. Kidd, Vice Provost for Undergraduate Affairs and Academic Personnel
Mr. Leonard H. Klatt, Associate Vice President of Human Resources
Ms. Laurie Klaue, Secretary, Faculty Organization
Mrs. Sandra L. Kruse, Administrative Assistant to the President
Mr. Theron J. Lochner, Director, Budget Services
Mr. Donald G. Manson, Business Manager
Ms. Maureen McGuire, Assistant Attorney General
Dr. Allen C. Meadors, Dean, College of Health, Social and Public Services
Dr. Karen L. Michaelson, Director, Grants and Research Development
Dr. Terry Novak, Interim Vice President for Business and Finance
Mrs. Gayle M. Ogden, Affirmative Action Officer; Special Assistant to the President
Mrs. Dana Parker, Administrative Assistant to the Provost
Mrs. Honey Poppe, Special Events Coordinator
Mr. William J. Shaw, Chief Financial Officer
Ms. Carol Terry, Budget Analyst II

Faculty Present

Dr. Perry Higman, Vice President, Faculty Organization
Dr. Francis E. Kazemek, Associate Professor of Education

Students Present

Ms. Adelina Gonzales, President, ASEWU

Guests Present

Mr. Wayne T. Leonard, State Auditor's Office
Mr. Gordon Ruehl, Integrus Architects
Mr. Robert Sena, Royston, Hanamoto, Alley & Abey, Architects
Mr. Al Ogdon, Mayor, City of Cheney
Mr. James Reinbold, City of Cheney

Call to Order and Quorum, I. and II. - Mr. Kirschbaum

Chair Kirschbaum called the meeting to order at 9:01 a.m. A quorum was present.

Reports, III.

Trustee Reports, III.A.

Mrs. Beschel reported that the Board of Trustees had contracted with Dr. Stanley Paulson of Academic Search Consultation Services to assist with the annual institutional review. Dr. Paulson has been on campus July 25 and 26 interviewing a variety of University constituents, including faculty, students and community leadership. The Board of Trustees will hold a workshop during the September Board meeting, at which time Dr. Paulson's report will be released.

Presidents' Reports, III.B.

Faculty Organization, III.B.1. - Dr. Higman

Dr. Perry Higman stated that there was no report from the Faculty Organization for this meeting.

Associated Students, III.B.2. - Ms. Gonzales

Ms. Gonzales reported to the Board that one of ASEWU's main objectives was to stimulate more student participation.

She is currently personally enrolled in the Summer Minority Graduate Experience Program, which she has high praise for. This program is giving twenty-six students first hand practical experience in the realm of research graduate level instruction.

She thanked the Board and Administration for their support and encouragement in the past and the upcoming academic year.

University, III.B.3. - Dr. Drummond

Dr. Drummond informed the Board that the Odessa State University Delegation came to EWU in early July for the official signing of the Student Exchange Agreement between EWU and Odessa State University.

He reported that we would be tightening admission procedures in an attempt to control recent growth to stay within state-mandated limits.

He reported that Summer Session was going extremely well with 3,180 students enrolled. The summer session includes a Symposium on Public School Reform being held on July 25 and 26 at the Met in Spokane.

Dr. David Haugen, professor of communication disorders, has just completed a nine-month fellowship with the Washington State Institute for Public Policy studying the social, monetary and educational impacts on children born of drug-dependent mothers.

EWU has been notified from the U.S. Information Agency that our grant to accomplish the Faculty Exchange Program with Ghana, Africa has been approved for funding. This program will be under the direction of Dr. Felix Boateng, which is geared to enhance the curricula of both universities, promote greater understanding between our respective faculties and students and foster the internalization of our institutions in response to future needs and trends. Dr. Drummond indicated he may be visiting Ghana, Africa in conjunction with this program.

A business delegation from Kobe, Japan will be visiting this area's biotechnological facilities in late August. One of their objectives will be to consider the establishment of a student exchange program between the University of Kobe and EWU. This visit will be hosted by Dr. Donald Lightfoot, associate professor of biology.

The Summer Stuttering Workshop, under the direction of Dr. Dorvan Breitenfeldt, has just come to its conclusion and included students from many areas of the country to learn to control this disability.

At the Spokane Center Gallery, through August 10, will be a selection of landscapes by artists from across the USA.

Dr. Drummond concluded his report by introducing our new Dean of Students, Dr. Annie Cole. The Board extended a warm welcome to Dr. Cole.

Action Items, IV.

Minutes of the June 27, 1991 Board of Trustees' Meeting, IV.A.* - Mr. Kirschbaum

Motion #07-01-91: "I move that the minutes of the June 27, 1991 Board of Trustees' Meeting be approved with minor editing changes."

Motion by Mrs. Beschel; second by Mr. Jackson; approved unanimously.

Interlocal Governmental Cooperative Agreement with the City of Cheney for Fire Protection Services, IV.B. - Dr. Novak

The proposed Interlocal Governmental Cooperation Agreement continues essentially the same agreement in effect for 1990-91. It provides for complete fire service at a cost to the university of \$133,000.

The university, as a state agency, is exempt from the payment of property taxes. The city, however, is obligated under state law to provide fire protection services for all entities within its jurisdiction. Without funding from the university, this would be a very heavy burden for the city's budget. Funding for fire protection services is included in the university's base budget level but does not appear as a line item in the budget.

Over the years, the university has had ongoing discussions with the city concerning costs and the level of services. The latest contract reflects mutually agreed to levels of fire protection and, with the fire suppression program underway throughout university facilities, represents adequate fire protection services.

Motion #07-02-91: "I move the board approve the proposed Interlocal Governmental Cooperation Agreement with the City of Cheney for Fire Protection Services." (See attachment #1.)

Motion by Mr. Ormsby; second by Mr. Kirschbaum; approved unanimously.

Public Works Contract Acceptance, Project #AE-84-09P, Campus Piping Joint Replacements, Phase III, IV.C. - Dr. Novak

This project is part of the ongoing replacement of expansion joints in the steam tunnel. The joints replaced are in the underground utility tunnel from Patterson Hall to the Plant Utilities Building. It also included the replacement of defective insulation and painting and color-coding of the utility lines within the area of improvement. There were three change orders in the amount of \$12,325. These were for painting, related insulation work and other mechanical additions.

The contract was awarded July 27, 1990 to MTM Mechanical, Inc. of Spokane. Bovay Northwest, Inc. of Spokane was the engineering consultant. The initial contract was in the amount of \$131,200. The change orders of \$12,325 brought the total amount to \$143,525.

All the work has been completed to the administration's satisfaction.

Motion #07-03-91: "I move that the board approve payment to MTM Mechanical, Inc. of Spokane in the amount of \$143,525 for Public Works Contract #AE-84-09P."

Motion by Mrs. Beschel; second by Mr. Ormsby; approved unanimously.

Operating Budget for Fiscal Year 1992, IV.D. - Mr. Shaw

The first section under the operating budget is an analysis of the budget appropriation and contains information on salary increases, enhancements, restrictions and provisos included in the Biennial Operating Budget Appropriations Act. The second section is the recommended fiscal year 1992 operating budget. It contains descriptions and highlights of the major budget categories and calls for trustee action for approval of the budget. The third section contains information on auxiliary enterprise and service funds and contains fund descriptions and budget detail for each of the auxiliary enterprise and service fund activities.

The appropriation for the 1991-93 biennium reflects an increase of 11.5% from the 1989-91 biennium. General salary increases are provided for and include an average of 3.9% for faculty, 3.9% for exempt administration and 3.6% for classified staff, effective January 1, 1992 and the same increases effective January 1, 1993. Minimum increases are established for administrative exempt of 3.1% for January, 1992 and 3.4% in January, 1993. Classified staff increases are set at a minimum of 3.6% in each year.

We were unsuccessful in securing funding for the salary inequity problem that exists on our campus. However, we were successful in convincing the Legislature and OFM that a problem does exist. The Higher Education Coordinating Board has appropriated \$70,000 to conduct a study of the salaries at the state's comprehensive universities. Budget enrollments were increased 174 in each year, resulting in a biennial average enrollment figure of 7,281. Provisos were inserted in the budget, which set a 2% variation allowing for a biennial average low of 7,135 and a biennial average high of 7,427. Variation from these levels will result in a reversion of nearly \$6,000 per FTES.

Legislative budget language stipulates the continuation of the University Assessment Program at the 1989-91 funding level of \$400,000. An amount of \$200,000 must also be spent for minority recruitment and retention.

Motion #07-04-91: "I move the Board approve the Operating Budget for Fiscal Year 1992."

Motion by Mr. Ormsby; second by Mrs. Beschel; approved unanimously.

Capital Budget for Fiscal Year 1992. IV.E. - Mr. Shaw

The State of Washington requires six year facilities and capital plans from state agencies. This permits state planners to allocate funds according to agreed to priorities. The first biennium is the 1991-93 period for which the Legislature has approved \$19,280,000. The largest single project is the continuation of the Science Building addition and remodel. Also of note, is the \$1.2 million appropriation for the Spokane Facilities remodel. Page 31 of the budget book provides the details for the newly state funded capital project.

Motion #07-05-91: "I move the Board approve the Capital Budget for Fiscal Year 1991."

Motion by Mr. Brisbois; second by Mrs. Beschel; approved unanimously.

Interlocal Cooperative Agreement between EWU and the Cheney School District. IV.F. - Mr. Kidd

The proposed agreement with the Cheney School District for operation of the Reid Elementary Laboratory School modifies the agreement signed in 1986. Under the terms of the former agreement, the university provided a part-time music teacher, physical education teacher, librarian and a full-time secretary, and paid \$1,000 to each certified employee of the school district employed at the Reid School. The new agreement continues the provision of the building and utilities but deletes the contribution for the part-time music and physical education teachers, librarian and secretary. The district will pay the university for the services of a full-time secretary, who will be an employee of the university. The stipend to certified school district employees will be raised to \$1,250 per year.

This relationship with the school district provides a laboratory setting for the College of Education and Human Development, under very advantageous fiscal and administrative arrangements. Cheney School District, of course, has the responsibility for the education of K-12 students residing within the school district boundaries. There are many advantages for the school district, the most obvious of which is the facility at no cost to the district. The advantage to the university is that a laboratory school is available on campus and provides an excellent learning experience for our education majors.

Motion #07-06-91: "I move that the Board approve the Interlocal Cooperative Agreement between EWU and the Cheney School District." (See attachment #2.)

Motion by Mrs. Beschel; second by Mrs. Chase; approved unanimously. Mr. Ormsby abstained from voting on this item due to a possible conflict of interest.

University Treasurer Resolution. IV.G. - Dr. Drummond

With the appointment of Dr. Novak as Vice President for Business and Finance, the responsibilities of University Treasurer need to be identified. Dr. Novak will assume the title and authority of the position of University Treasurer, with approval of this resolution.

Motion #07-07-91: "I move the Board approve the University Treasurer Resolution." (See attachment #3.)

Motion by Mrs. Beschel; second by Mrs. Chase; approved unanimously.

Information Items. V.

Grants and Contracts Report. V.A. - Dr. Michaelson

Dr. Michaelson began her report to the Board by indicating that the Office of Grant and Research Development serves both the faculty and staff by helping them turn their viable ideas into fundable proposals. Her office provides information about funding opportunities through contacts with granting agencies. Her staff sees that the university complies with all policies and regulations.

From 1981 to 1988, EWU's grant and contract income was approximately \$2 million, showing a sharp dip in 1984. Since 1989, \$5 million in grants and contracts revenue has been accomplished, far surpassing the goal of achieving that amount in five years beginning in 1989. Dr. Michaelson stated that grants and contracts help improve the quality of campus life and college instruction.

Grants and Contracts Annual Report for Fiscal Year 1990-91. V.B. - Dr. Michaelson

Programs highlighted in the fiscal year include the Single Parent Project; a study involving how peroxides can be used in treating malaria and cancer; Fish Hatchery artifacts; Sacred Heart Medical Center student visits; and a study of the inventory of wetlands in Spokane County, among others.

Mr. Kirschbaum complimented Dr. Michaelson on her fine work and outstanding presentation given to the Board.

1990 Affirmative Action Program Update. V.C. - Mrs. Ogden

Mrs. Ogden reported to the Board that overall, EWU's Affirmative Action Program has improved. She highlighted female employment, indicating that underutilization in three job categories was significantly reduced, however, we continue to underutilize women in skilled crafts and service/maintenance areas. We will be emphasizing these areas in 1991. Ethnic and racial diversity will continue to be one of the University's highest priorities for 1991. Streamlining hiring procedures in the faculty and administrative exempt areas will help EWU to be more competitive. The Minority Program Directors are continuing to provide invaluable services to the university in the areas of recruitment and retention of highly qualified minority administrators and faculty.

President Drummond recently formed the Cultural Diversity Task Force to ensure that the campus climate will remain attractive and enriching for all members of the campus community.

EWU has taken a leading role in the support of Governor Gardner's proposed Executive Order on Affirmative Action, which requires the Higher Education Personnel Board to revise some procedures in assisting public institutions in targeted recruitment.

The survey that has been recently completed indicates that many existing employees have not been accurately categorized, especially in the areas of race, ethnicity and veteran status. These corrections and other new data will be included in the 1991 update.

Ms. Ogden concluded her report by expressing her appreciation for the commitment the Board of Trustees, administration, faculty and staff have shown to Affirmative Action and Cultural Diversity.

Public Works Contract Semi-Annual Report, V.D. - Dr. Novak

Dr. Novak gave the semi-annual report on public works contracts under the \$150,000 limit. He placed special emphasis on the calculation of minority and female employment. There are eight such contracts. Dr. Drummond cited the minority statistics regarding these contracts. These statistics include 5.0% women-owned business and a minority employment average of 8.0%.

Status Report on the Campus Master Plan, V.E. - Dr. Novak

Dr. Novak informed the Board that a full report on the Campus Master Plan would be complete by November, 1991.

Mr. Gordon Ruehl of Integrus Architects reported to the Board that Phase I has been completed. and Phase II has begun. Phase I has three components: 1) developing the scope of work; 2) collection of existing data and materials; and 3) scheduling of a Master Plan Preliminary Report by May, 1992, with a completed document by September, 1992.

A series of workshops will be held in October, 1991 with the campus and Cheney communities to introduce the process, scope and direction of the process. This information will then be coordinated into a refined vision statement, including specific goals and objectives.

The Master Plan has three goals: 1) Create a high quality and visible university of academic excellence which services the community, region and state; 2) Create a campus environment that is lively and stimulating, and that encourages learning, personal growth and social interaction; and 3) Direct campus development to satisfy the social, physical and cultural needs of a multifaceted university and community population in a manner that cultivates pride and involvement.

Preliminary Design - Spokane Center Remodeling, V.F. - Dr. Novak

Dr. Novak reported to the Board that legislative request of \$1.2 million for the Spokane Center remodeling project has been appropriated. He reported that Integrus Architects have prepared rough sketches for reconfiguration of the floors in the building. Dr. Hoffman is currently reviewing the space allocation proposals with the deans.

Old Business/New Business, VI.

Chair Kirschbaum called for any old or new business. None was indicated.

Executive Session, VII.

Chair Kirschbaum called an executive session from 10:35 a.m. to 10:55 a.m. for the purpose of discussing legal and personnel matters.

Personnel Actions, VIII.*

Motion #07-08-91: "I move that the Board approve the personnel actions and addendum." (See attachment #4.)

Motion by Mr. Ormsby; second by Mrs. Beschel; approved unanimously.

Motion #07-09-91: "I move that the Board approve the Indemnification Resolution authorizing the Attorney General's Office to represent Curt Huff and Frank Borelli in the matter of Michael R. Smith v. Huff and Borelli, et al." (See attachment #5.)

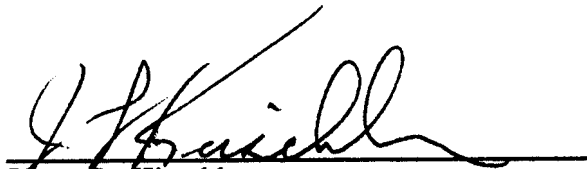
Motion by Mr. Ormsby; second by Mr. Jackson; approved unanimously.

Motion #07-10-91: "I move that the Board delegate to President Drummond the authority to make any personnel decisions, including the final resolution of any employment disputes. This authority shall be effective from July 26, 1991 until the next board meeting on September 27, 1991."

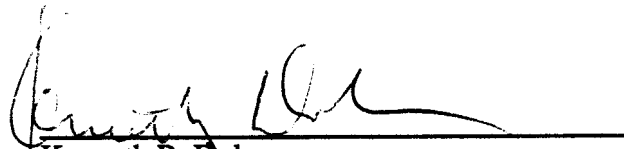
Motion by Mr. Ormsby; second by Mr. Jackson; approved unanimously.

Adjournment. IX.

Chair Kirschbaum adjourned the meeting at 11:01 a.m.



James L. Kirschbaum
Chair



Kenneth R. Dolan
Secretary