

4-3-1992

Board of Trustees Minutes, April 3, 1992

Eastern Washington University

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

Recommended Citation

Board of Trustees Minutes, April 3, 1992. 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
 April 3, 1992, 9:00 a.m.
 Ridpath Hotel, Terrace Room C

MINUTES

Board Members Present

Mrs. Jean L. Beschel, Chair
 Mr. Al Brisbois, Vice Chair
 Mr. John V. Geraghty, Jr.
 Mr. Joe W. Jackson
 Mr. James L. Kirschbaum
 Mr. Michael C. Ormsby
 Dr. Julian J. Torres, Jr.

Staff Present

Ms. Kellee M. Alice, Program Manager A, Student Services
 Dr. Alexander B. Cameron, Associate Dean, College of Business Administration
 Ms. Ann Carrasco, Procedures Analyst, Institutional Research
 Dr. Richard Curry, Dean, College of Letters and Social Sciences
 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
 Dr. Marshall E. Drummond, President
 Dr. Robert H. Elton, Vice Provost for Graduate Affairs and Research
 Dr. Fred J. Evans, Dean, College of Business Administration
 Dr. Elson S. Floyd, Vice President for Administration
 Dr. Gregory Hawkins, Dean, College of Fine Arts
 Dr. James I. Hoffman, Senior Vice President for Academic Affairs and Provost
 Mr. Steve Hopf, Director, Central Services
 Mrs. Jane A. Johnson, Vice President for University Advancement
 Dr. William K. Katz, Dean, College of Education and Human Development
 Mr. William Kidd, Vice Provost for Undergraduate Affairs and Academic Personnel
 Ms. Linda Lopez-George, Director of Development, College of Business Administration
 Ms. Maureen McGuire, Assistant Attorney General
 Dr. Allen C. Meadors, Dean, College of Health, Social and Public Services
 Dr. Karen L. Michaelson, Associate Vice Provost for Grants and Research Development
 Ms. Leslie L. Mowatt, Office Assistant II, Office of the President
 Dr. Terry Novak, Vice President for Business and Finance
 Ms. Stefanie Pettit, Weekly Editor, News Bureau
 Mrs. Judy Samples, Director, Community Relations
 Mrs. V. Louise Saylor, Dean of Libraries
 Mr. Gregory L. Sheridan, Associate Vice President for University Advancement
 Mr. Victor E. Wallace, Lieutenant, Campus Police
 Ms. Lesli K. Younger, Media Lab Coordinator, Spokane Center

Faculty Present

Dr. Perry Higman, President Faculty Organization
 Dr. Elroy C. McDermott, Chair, Department of Business Management

Students Present

Ms. Adelina Gonzales, President, ASEWU

Guests Present

Mrs. Marcy Drummond
Mr. Allen Ogdon, Mayor, City of Cheney
Mr. Gordon Ruehl, Integrus Architects
Dr. Robert Sena, Royston, Hanamoto, Alley & Abey, Architects
Mr. Tom Sowa, Spokesman-Review Chronicle
Mr. Robert Wear, Royston, Hanamoto, Alley & Abey, Architects

Call to Order and Quorum, I. and II. - Mrs. Beschel

Chair Beschel called the meeting to order at 9:05 a.m. A quorum was present. Mrs. Beschel noted that there would be both old and new business to discuss. The old business would involve the general topic of audits and new business related to reorganization. Both topics would be addressed by Dr. Drummond.

Reports, III.

Trustee Reports, III.A.

Mrs. Beschel reported on her recent trip to Guadalajara, Mexico. She stated she was pleased to have the opportunity to visit the University of Guadalajara and explore the possibility of a tri-country exchange. Mrs. Beschel stated that both she and Dr. Curry were warmly received at the university. One of the possible topics to be addressed by the tri-country exchange is the North American Free Trade Zone.

Trustee Reports, Spokane Joint Center for Higher Education Report, III.A.1. - Mr. Ormsby

Mr. Ormsby reported that the Joint Center for Higher Education Board had discussed the location of the SIRTI facility and the higher education park to be located at the Riverpoint site. There will be environmental clean up costs associated with the construction of the facilities that may create an adverse budget impact. He stated that the Higher Education Coordinating Board had concurred with the JCHE Board's recommendations. Bids will be forthcoming and ground breaking should occur in July or August. This timeline is approximately one year later than anticipated, but Mr. Ormsby stated that it appears things are beginning to move along. At the JCHE Board's next meeting, the comprehensive plan for the Riverpoint facilities will be discussed.

Mr. Ormsby reported that the search for an executive director for the JCHE is underway. The board hopes to have someone in place by late summer.

Presidents' Reports, III.B.

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

Dr. Higman reported that the Senate will finalize the basic salary plan at its April 6 meeting. As the Senate has worked toward honing an acceptable salary plan, the five or six authors of the plan have worked to improve their responses to faculty and Senate suggestions and have narrowed the choices down to two basic plans. They have sent out a series of five essential questions to indicate what type of a plan is favored. The questions being asked relate to hiring-in practices; how to deal with inequities; if there should be rank ceilings; what percentage of state allocations should be used to address salary inequities; and the larger question of a university-wide plan or an independent college plan.

Also at the Senate's April 6 meeting, the Rules Committee will report on its suggested alternatives for college reorganization. This involves a three tier plan; the college reorganization, with models of three, four and six colleges being outlined; reduction of administrative costs; and an "other" category that investigates other areas for reorganization in order to see the full picture.

Dr. Higman also noted that on May 6, the Faculty Organization and its Legislative Committee will host a lunch for area legislators. He invited the board to attend.

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

Ms. Gonzales thanked Dr. Drummond and the University Advancement staff for inviting her to attending the Yakima/Wenatchee Goodwill Tour. She stated that the tour was very successful and she had an opportunity to answer many questions from prospective students.

Ms. Gonzales felt Eastern had a very successful legislative session. The Washington Student Lobby had been very productive responding to student issues.

Currently there are two open positions on the AS Council. The AS is conducting interviews to fill the positions.

Ms. Gonzales discussed some of the problems associated with the relocation of Spokane classes due to the remodeling of the Spokane Center. Some of the concerns being raised are parking, class size and facility complaints.

Dr. Drummond stated that although there is disruption because of the closing of the Spokane Center, the ends would justify the inconvenience. Eastern must maintain goodwill with the other institutions who are helping to accommodate our classes. Because of the large relocation of classes, there has been an overload on all of the systems. Dr. Drummond stated complaints and problems will be addressed on a case by case basis.

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

Dr. Drummond reported that the governor had signed the budget. The capital budget includes funding for the Spokane Center Computer Lab and the purchase of the Department of Natural Resources land. The operating budget was also approved. The governor also signed all the tuition-waiver bills, reducing waivers by six percent, with no single category being cut by more than 13%.

Dr. Drummond noted that Dr. Tom Trulove has recently been inducted into the Moscow International Energy Club, a group of 60 world-wide scientific, policy and academic experts who promote the development of adequate and reliable, environmentally acceptable energy supplies.

Ms. Donna McKereghan, a senior at Eastern, was awarded Honorable Mention in the 1992 Elie Wiesel Prize in Ethics Essay Contest. Ms. McKereghan's essay, "Teaching Morality in Our Pluralistic Society," will be announced in The Chronicle of Higher Education. Dr. Drummond congratulated Ms. McKereghan on behalf of the university.

Eastern Washington University and the University of Washington have formalized their partnership with the state of Washington to improve public welfare services to children and families in the state. The signed agreement establishes a five-year plan for better preparation of professionals to work in public social service practice, strengthening the joint efforts of EWU and UW to accomplish this training and renewing the focus on increasing the professionalism of child welfare workers.

Dr. Drummond announced that on Wednesday, March 24, 1992, the Higher Education Coordinating Board approved Eastern's Gender Equity Plan. The plan was approved by the Board of Trustees last June.

Dr. Elisabeth Zinzer, President of the University of Idaho, will be the featured speaker at a Women in Leadership Forum to be held at 11:30 a.m. on Tuesday, April 14, in the Second Floor Lounge of Louise Anderson Hall. She will discuss higher education administration opportunities for women.

The next Academic Business Community (ABC) program will feature Donald K. Morford, President of Sedgwick James, Inc. He will speak about the nature and changes of today's insurance industry at a 7:30 a.m. breakfast on Monday, April 27, at the Sheraton-Spokane Hotel.

Dr. Drummond reported on a gala art auction to be held at the Coeur d'Alene Resort on May 8 and 10 to benefit Eastern's Army ROTC scholarship fund.

Dr. Boris Gubman, Professor of Philosophy at Tver State University in Russia, will be teaching a course on Russian Thinkers and Russian Culture at Eastern this quarter.

Mr. Greg Sheridan, Associate Vice President for University Advancement and Director of Development, has been named to the board of directors of District VIII of the Council for Advancement and Support of Education. He will co-chair CASE's 1994 Spokane conference.

Dr. Drummond reported that Ms. Liz DeRuyter, Director of the News Bureau and Communication Services, won a bronze award at the CASE District VIII recognition awards in the Video Productions category for the 30-second public service announcement she produced last year about Eastern. Photography was done by Mr. Eric Galey, EWU Photographer. Ms. DeRuyter and Ms. Stefanie Pettit, News Bureau writer, received a silver award in the Media Relations Project category for the Persian Gulf media advisory they compiled in January 1991.

Dr. Karen A. Carlberg, Associate Professor of Biology, was installed as president of the Northwest Chapter of the American College of Sports Medicine.

Dr. Allen Meadors, Dean of the College of Health, Social and Public Services, has been elected to the College of Health Deans.

Mr. Carlos Maldonado, Director of the Chicano Education Program, is serving as general coordinator of the 500-member National Association for Chicano Studies.

Mrs. Jane Johnson, Vice President for University Advancement, was elected to a three-year term on the board of directors of the Spokane Area Economic Development Council. She is a member of the EDC's executive committee and chairs the research committee.

Dr. Drummond reported that he was recently appointed chair of the Hanford Site Future Uses Working Group. The group will look at future use for the Hanford site, working closely with Indian groups, the Environmental Protection Agency, the Department of Energy and the State of Washington. He stated that this was a very exciting venture and the group would be making a report to the Department of Energy in December on the recommended site use.

Dr. Drummond commended the Enrollment Management Committee. Currently, Eastern's annual average enrollment is 7,325 students, which is 1.8% over the limit, keeping us under the enrollment lid. Dr. Drummond also stated that Eastern has received over 1000 more applications to date than on this date last year.

Action Items. IV.

Minutes of the February 21, 1992 Board of Trustees' Meeting. IV.A.* - Mrs. Beschel

Motion #04-01-92: "I move that the minutes of the February 21, 1992 Board of Trustees' Meeting be approved as edited."

Motion by Mr. Brisbois; second by Mr. Geraghty; approved unanimously.

Eleanor Chase Resolution. IV.B. - Mrs. Beschel

Mrs. Beschel recommended that the Board of Trustees approve the Eleanor Chase Resolution.

Motion #04-02-92: "I move that the board approve the Eleanor Chase Resolution."

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

Public Hearing: Washington Administrative Code additions and revisions - Dr. Floyd

Revisions and/or additions to the Washington Administrative Code require compliance with RCW Chapter 34.05, the Administrative Procedures Act. Mrs. Beschel declared that this section of the board meeting would be a public hearing. Each revision or new code will be acted on individually and audience comments are welcome.

Dr. Floyd stated that public notice was published in Issues 92-04 and 92-05 of the State Register and the March 5 issue of the Easterner regarding the seven amendments to the Washington Administrative Code. An opportunity for written comment was posted. No written comments were received.

Board of Trustees Regular Meetings, Chapter 172-04 WAC (new), IV.C.1.

This new chapter provides direction in determining the dates and times of meetings of the Board of Trustees.

Dr. Floyd invited public comment. None was forthcoming.

Motion #04-03-92: "I move that the board approve the proposed new chapter 172-04 of the Washington Administrative Code as presented."

Motion by Mr. Brisbois; second by Dr. Torres; approve unanimously.

Organization & Operation, Chapter 172-06 WAC (new), IV.C.2.

This new chapter responds to the Administrative Procedure Act (RCW 34.05.220) requirement to implement rules describing an agency's organization, its general course and methods of operation and direction to the public as to where to make inquiries.

Dr. Floyd invited public comment. None was forthcoming.

Motion #04-04-92: "I move that the board approve the proposed new chapter 172-06 of the Washington Administrative Code as presented."

Motion by Mr. Geraghty; second by Mr. Kirschbaum; approve unanimously.

Use of Alcohol in Residence Halls and Other Student Housing, Chapter 172-65 WAC, IV.C.3.

The proposed amendments update this chapter to change former references of college to university. The amendments apply the rules to student housing in general, rather than specific buildings.

Dr. Floyd invited public comment. None was forthcoming.

Motion #04-05-92: "I move that the board approve the proposed amendments to chapter 172-65 of the Washington Administrative Code as presented."

Motion by Mr. Ormsby; second by Mr. Brisbois; approved 6 to 1; Mr. Brisbois against.

Procedural Rules, Chapter 172-108 WAC (new), IV.C.4.

This new chapter is proposed to implement the Administrative Procedure Act (chapter 34.05 RCW), whereby matters of appeal subject to brief adjudication must be identified. In addition, the guidelines for conducting the proceedings are designated in the chapter.

Dr. Floyd invited public comment. None was forthcoming.

Motion #04-06-92: "I move that the board approve the proposed new chapter 172-108 of the Washington Administrative Code as presented."

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

Disposition of Obligations Owed to the University by Students, Chapter 172-124 WAC, IV.C.5.

Consistent with the Administrative Procedure Act (chapter 34.05 RCW), in which Eastern is required to publish rules regarding appeals subject to brief adjudicative proceedings, the proposed amendments allow students to appeal alleged financial obligations to the university by requesting brief adjudicative proceedings. The request time has been extended from 10 days to 20 days.

Certain sections of this chapter which pertain to smoking and pet control are repealed because they are not appropriately codified in this chapter. They will be proposed at a later date as sections of a new chapter pertaining to general conduct.

Dr. Floyd invited public comment. None was forthcoming.

Motion #04-07-92: "I move that the board approve the proposed amendments to chapter 172-124 of the Washington Administrative Code as presented."

Motion by Mr. Geraghty; second by Mr. Jackson; approve unanimously.

Special Charges -- Financial Responsibility, Chapter 172-144 WAC, IV.C.6.

Consistent with the Administrative Procedure Act (chapter 34.05 RCW), in which Eastern is required to publish rules regarding appeals subject to brief adjudicative proceedings, the proposed amendments allow employees to appeal alleged financial obligations to the university by requesting brief adjudicative proceedings. The request time has been extended from 10 days to 20 days. Remunerations may be withheld from employee paychecks on determination of the proceeding that the assessed obligation is legitimate.

Dr. Floyd invited public comment. None was forthcoming.

Motion #04-08-92: "I move that the board approve the proposed amendments to chapter 172-144 of the Washington Administrative Code as presented."

Motion by Mr. Kirschbaum; second by Mr. Brisbois; approve unanimously.

Environmental Policy, Chapter 172-325 WAC, IV.C.7.

The proposed amendments emphasize the university's commitment to considering the environment in its decision-making and planning processes.

Dr. Floyd invited public comment. None was forthcoming.

Motion #04-09-92: "I move that the board approve the proposed amendments to chapter 172-325 of the Washington Administrative Code as presented."

Motion by Mr. Brisbois; second by Dr. Torres; approve unanimously.

Acceptance of Public Works Contract #AE-89-06G, Water System Improvements, Phase I, IV.D. - Dr. Novak

Dr. Novak stated that this project provided additional fire hydrants, backflow prevention devices at Woodward Field and No. 1 wellhead, and water system piping revisions in the Plant Utilities Building. The contract was awarded April 12, 1991, and has now been completed to the university's satisfaction.

Motion #04-10-92: "I move that the board accept public works contract #AE-89-06G as complete and authorize payment of \$178,131.32 to Knight Construction and Supply, Inc."

Motion by Mr. Kirschbaum; second by Mr. Jackson; approve unanimously.

Public Works Contract Award, Project #AE-91-01 and #AE-90-17, Spokane Facilities Remodel/Bookstore Operations' Improvements, IV.E. - Dr. Novak

The remodeling of the Spokane Center includes new exit stairwells, restroom improvements, eight to ten additional classrooms and a computer lab within the Center. Funds were appropriated for the computer lab, so this portion of the project is assured. The Bookstore's operation improvements will be located in the current food service area and will provide a permanent bookstore facility for the Center.

Dr. Novak stated that KOP Construction Company, Inc. of Spokane is the low bidder at \$906,617. KOP Construction's bid is significantly lower than the other firm. The two firms bidding on the contract are roughly equivalent in terms of MWBE participation.

Mr. Brisbois asked if this company had union affiliation. Dr. Novak stated that neither bidder had union affiliation. Mr. Brisbois requested that the administration keep track of cost overruns and projects that had to be redone.

Motion #04-11-92: "I move that KOP Construction Company, Inc. be awarded the contract for the Spokane Center Remodel project."

Motion by Mr. Geraghty; second by Mr. Kirschbaum; approve unanimously.

Public Works Contract Award, Project #AE-91-07, Kennedy Library Compact Storage, IV.F. - Dr. Novak

Dr. Novak stated that this project includes the installation of new compact shelving in the Special Collections and Government Documents areas in Kennedy Library.

While neither bidder has an MBE record, Kees Filing Systems, Inc. is responsive to WBE. Kees is a small company with only four employees, two of whom are women. Spacesaver Storage Systems, Inc. of Seattle is a larger company, and has one minority staff person and two women. Dr. Novak stated that the project could be rebid, but as it is so specialized, it is unlikely that a new round of bidding would produce any new bidders.

Motion #04-12-92: "I move that the board award the Kennedy Library Compact Storage contract, project #AE-91-07, to Kees Filing Systems, Inc."

Motion by Mr. Brisbois; second by Mr. Jackson; approve unanimously.

Information Items, V.

Campus Master Plan Update, V.A. - Dr. Novak

Dr. Novak stated that the master plan was moving forward. The first phase development will be discussed the first part of May. A final draft is expected to be presented at the July board meeting. Dr. Novak introduced Mr. Gordon Ruehl and Dr. Robert Sena and asked them to update the board on the master plan.

Mr. Ruehl and Dr. Sena discussed the preliminary comprehensive master plan with the board. (See attachment #1.)

The board took a break from 10:25 a.m. to 10:32 a.m.

College of Business Administration Six-Year Plan Update, V.B. - Dr. Evans

Dr. Evans stated that the College of Business Administration's overall goal is to establish itself as the best general business program at the baccalaureate and Master's level in the Inland Northwest by 1997.

The College of Business Administration is organized into three departments; Accounting, Management and Management Information Systems. Business majors account for about 20% of the university's undergraduate enrollment.

Dr. Evans discussed the College's progress since its probation in the spring of 1987. The College is now fully reaccredited.

Dr. Evans reviewed the College's priorities and new initiatives. He stated that Eastern has an excellent program in business administration and that the College is providing the highest quality education in its history. He thanked the board for their support during the reaccreditation process.

Mr. Geraghty congratulated Dr. Evans on the College's turnaround and for establishing reachable and appropriate goals.

Tuition and Fee Waiver Policy, V.C. - Dr. Floyd

Dr. Floyd discussed the policy for implementing the tuition and fee waiver reductions. He stated that the board may apply an amount equal to not more than 4% of an estimated collection of tuition and fees for non-athletic tuition and fee waivers. Of this amount, 75% must go to needy students and 25% may be allocated at the discretion of the board. Of the discretionary amount, 60% will be used for gifted students, 32% for international students and 8% will be set aside for use in cases of hardship or unusual need.

Dr. Floyd stated that the Tuition Waiver distribution will be presented to the board at the May meeting.

Old Business/New Business, VI.

Audits

Dr. Drummond reported to the board regarding two recent audits, the State's Annual Audit of the University (See attachment #2.) and an Internal Audit of the Physical Plant Department (See attachment #3.). He stated that both audit reports were available for the public.

The State Auditor's Office recently concluded its annual audit of Eastern's financial records. The auditor found no unusual transactions. However, the auditor did find four minor issues relating to inventory control, check cashing facilities, student loan repayments and unclaimed checks. Dr. Drummond stated that the administration was taking immediate steps to address these four findings.

Dr. Drummond reported that the state auditor's office has also assisted with a separate audit of the university's Physical Plant Department. This audit has revealed possible irregular accounting procedures resulting in circumvention of the state's Budget and Accounting Act. Dr. Drummond stated that the administration was already taking steps to tighten internal controls and has taken appropriate disciplinary action.

Both audits have been presented to the Board of Trustees Finance Committee. Dr. Drummond stated that the committee was satisfied that the administration is taking the appropriate actions.

Reorganization

Dr. Drummond presented the board with a new organizational chart for the university. This organizational chart restructures the administration to three vice presidents. All the appropriate groups have approved the proposed organizational chart. (See attachment #4.)

Motion #04-13-92: "I move that the board approve the proposed organizational chart."

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

Executive Session, VII.

Chair Beschel called an executive session from 11:15 a.m. to 11:43 a.m. for the purpose of discussing legal and personnel matters.

Personnel Actions, VIII.*

Motion #04-14-92: "I move that the Board approve the personnel actions and addendum as presented."

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

Level III Grievance: Findings, VIII.A.

Motion #04-15-92: "I move that the board approve the findings of the Level III Tarwater Grievance and authorize payment to Judge Dale M. Green at a rate of \$100 per hour plus expenses."

Motion by Mr. Ormsby; second by Dr. Torres; approved unanimously.

University Treasurer Resolution

Due to the reassignment of Dr. Novak and the elimination of the position of Vice President for Business and Finance, the responsibilities of University Treasurer needs to be identified. Dr. Floyd will assume the title and authority of the position of University Treasurer, with approval of this resolution. (See attachment #5.)

Motion #04-16-92: "I move that the board appoint Dr. Elson Floyd as University Treasurer and adopt the proposed resolution for signature authority."

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

Adjournment, X.

Chair Beschel adjourned the meeting at 11:47 a.m.

Jean L. Beschel
Chair

Kenneth R. Dolan
Secretary