

1-29-2010

Board of Trustees Minutes, January 29, 2010

Eastern Washington University

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

Recommended Citation

Board of Trustees Minutes, January 29, 2010 . 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**

January 29, 2010

Committee of the Whole ~ 12:45 p.m. (TAW 215 B&C)
Open Public Session ~ 2:15 p.m. (TAW 215 B&C)
Executive Session ~ 11:45 a.m. (TAW 215 A)

MINUTES

Trustees Present:

Bertha Ortega, Vice Chair
Whitney Fix
Neil McReynolds
Kris Mikkelsen
Paul Tanaka
Ines Zozaya-Geist

Call to Order, I.

Vice Chair Ortega, acting as Chair, called the January 29, 2010 regular meeting of the Eastern Washington University Board of Trustees to order at 11:50 a.m.

Vice Chair Ortega announced that the Board would convene in executive session under RCW 42.30.110 for the following purposes: (g) to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; (i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, litigation or potential; and/or under RCW 42.30.140 to plan or adopt a strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress.

She announced that executive session would last approximately one hour, that no final action would be taken during the executive session, and that at the conclusion of the executive session the Board would convene into Committee of the Whole and then into open session.

Quorum, II.

A quorum was present. Trustee Kauffman and Trustee Budke were unable to attend due to scheduling conflicts.

Executive Session, III.

Acting Chair Ortega stated that executive session was held for purposes authorized in RCW 42.30.110 and/or 42.30.140 as previously scheduled. She stated that executive session ended at 12:50 p.m. and that no action was taken during executive session.

Vice Chair Ortega called the Committee of the Whole session to order at 12:55 p.m.

Committee of the Whole

Board of Trustees 2010 Goal: Institutional Strength and Security

President Rodolfo Arévalo explained that this board goal focuses on preservation and advancement of the institutional and financial security of Eastern Washington University. Specifically, it identifies three objectives: staying ahead of the state budget crisis, finding innovative approaches, and streamlining systems to maximize resources and ensure the institution's future. President Arévalo presented the Board with detailed information regarding the university's progress toward achieving these objectives and this goal for 2009-2010.

Board of Trustees 2010 Goal: Raise Awareness and Visibility

Vice President Mike Westfall began by recognizing Theresa Conway, Dave Meany and their team for their excellent work on Eastern's marketing projects. Mr. Westfall gave a multi-media presentation to the Board regarding EWU's progress toward achieving differentiation and relevancy during the implementation of the comprehensive marketing strategy. The strategy includes: "Big Careers" campaign, multi-media efforts, social networking connections, EWU web presence, news media success, and community engagement.

Vice Chair Ortega commented that the increased marketing efforts presented are impressive and she thanked the marketing team for their work.

Trustee Mikkelsen expressed that these marketing materials and accomplishments are excellent, engaging, and fun to view, and she is impressed with the work being done.

Reconvene Open Board of Trustees Meeting

Vice Chair Ortega called the open session of the January 29, 2010 regular meeting of the Eastern Washington University Board of Trustees to order at 2:00 p.m.

Acting Chair Ortega stated that the Board will hear from the State Auditor's Office and from LeMaster and Daniels regarding 2009 audit reports.

State Audit Reports 2009

Debbie Pennick of the State Auditor's Office reported on the status of the audit reports. She reported that the results of the Accountability and Legal Compliance Audit found that the university's internal controls were adequate to safeguard public assets and that the university complied with state laws and regulations and its own policies and procedures in the areas examined. The review of the university's comprehensive annual financial report for the year ending June 30, 2009 found that the financial statements referred to present fairly in all material respects the respective financial position of the activities of the university and the component unit, the EWU Foundation, for Eastern Washington University as of June 30, 2009.

Trustee McReynolds, in his role of Board Business & Finance Committee Chair and Audit Committee Chair, has participated in this process, including the entrance and exit conferences.

Trustees spent time reviewing the audit reports with the auditor today, including in executive session with no members of management or staff present, as is a board best practice.

Trustee McReynolds commended Toni Habegger and her staff for their excellent work. The Board is very pleased with her leadership as well as the excellent audits – Eastern has not had any findings in nine years.

Motion 01-01-2010: Motion by Trustee McReynolds that the Board accept the 2009 State Audit Reports.

Seconded by Trustee Tanaka.

Motion Carried.

Auxiliary Funds Independent Audit Reports 2009

The representatives from LeMaster and Daniels, Ed Joliker and Nicole Baily reported to the Board regarding the Auxiliary Funds Independent Audits 2009. The audit team has met with university management and members of the Board Business & Finance Committee to discuss the results of the audits. Each year they have received excellent cooperation from the university and the audits have all resulted in clean opinions. The NCAA Agreed Upon Procedures for Intercollegiate athletics resulted in a clean opinion as well.

Trustee McReynolds, Chair of the Board Business & Finance Committee, stated that the committee reviewed the audits in details and also met with the auditors in executive session without staff present. The committee members are comfortable with the audit results and appreciate all the excellent work of the staff.

Motion 01-02-2010: Motion by Trustee McReynolds that the Board accept the Auxiliary Funds Independent Audit Reports 2009 performed by LeMaster and Daniels.

Seconded by Trustee Mikkelsen.

Motion Carried.

Reports, IV.

University President's Report, IV.A.

President Arévalo reported on his recent participation in the following:

- Association of American Schools & Universities conference - where he met with U.S. Secretary of Education, Arne Duncan, to discuss future plans of the Obama administration;
- School of Social Work graduation events in Yakaima - sixty 60 students graduated;
- U.S. Figure Skating Championships reception in Spokane;
- Spokane Downtown Partnership Annual Meeting;
- Meeting with Jerry Hanfield of the Washington State Archives;
- Mary Walker School District – discussed rural partnerships and the development of programs with rural school districts in NE Washington;
- Inland NW Community Foundation meetings – one project and goal they are working on is to improve the drop-out rate in public schools.

Trustees' Reports, IV.B.

Board Chair Report, IV.B.1.

Vice Chair Ortega announced that Chair Kauffman is in Washington, D.C. and unable to attend.

Academic Affairs Committee, IV.B.2.

Trustee Tanaka reported on the following topics discussed in the committee meeting:

- The National Survey of Student Engagement, a survey to help understand the students so the university can better set priorities and use resources on the students behalf. The results help to measure the value added component EWU brings to its students. The web link to the survey reports will be sent to all the trustees for their reference.
- On line course delivery - currently fifty EWU courses are offered on-line, with 830 students participating. The future goal is to have 10% of student credit hours through on-line courses.
- EWU Writing Improvement - Dean Briggs oversees a program to improve both the teaching of and the skills of students in the writing areas. This involves over 3000 students enrolled in English 101 and 201.

Advancement Committee, IV.B.3.

Trustee Mikkelsen reported on the agenda items discussed at the committee meeting:

- Government Relations – David Buri – regarding what is going on in Olympia regarding tuition and tuition setting. At this point it looks like it will be surprising if that bill makes it through the session since this is the first year for this kind of bill in a difficult budget year. Dr. Arévalo and his team are doing a good job of looking out for Eastern's student interests and of explaining to legislators that Eastern's students have different needs than students at some of the other institutions. EWU has a high proportion of students who receive aid from the state and we need to make sure our students are not harmed by these proposals.
- Advancement report regarding contribution recognition and tracking - a comprehensive and well thought-out process and report.

Business and Finance Committee, IV.B.4.

Trustee McReynolds reported on the following topics discussed at the meeting:

- Several policies were approved to come forward to the board for approval today, and one policy was discussed as a first read.
- State Audit reports 2009 - This is the ninth straight year of clean audits, which is excellent.
- Auxiliary Funds Independent Audit – Le Master and Daniels – also positive reports.
- Status of the state budget, financial outlook, and ways the university is dealing with these - of great concern is the significant base budget cut proposal and proposed cuts to student financial aid. Eastern is putting a great deal of effort into these issues. The financial aid issue is a high priority for trustees, and trustees from EWU as well as across the state are organizing to participate in legislative visits to tell the higher education and the student story. A new economic forecast will be released on Feb 18th so more information will be available then. Because the financial picture is not going to turn around immediately, it needs to be approached as a long term planning process. President Arévalo is looking at ways to improve efficiency and effectiveness here at Eastern.

Student Affairs Committee, IV.B.5.

"Eastern Washington University strives to satisfy all requests for special access needs for persons with disabilities. Requests for such accommodation are welcome and may be made by calling the President's Office, (509) 359-4648."

Trustee Zozaya-Geist, Acting Chair for this meeting, reported on the topics discussed:

- Two policies – Second read of the Missing Student Notification policy, and the committee recommends it to the Board for approval; First discussion of the Supplemental Instructional Materials for Students with Print Access Disability proposed policy.
- Recreation Center usage report – the Recreation Center is definitely being used by students, faculty, staff, and community members, and it also benefits Eastern by being used for events such as the U.S. Figure Skating Championships recently in the area. Discussed the importance of the facilities being accessible for EWU students when they want to use it. The report will be sent to all the trustees for their information.
- Student Conduct – Most campuses across the state, including EWU, have not seen an increase in student misconduct this year. It has been said that this year’s freshman class seems more serious and studious than last year’s freshman class.
- Enrollment update – strong enrollment for Winter quarter, including an increase in self-support areas. Discussed the financial aid situation and how it affects the students. Need to be sure Eastern is meeting the vision and mission of the university to serve students.
- Update on athletics – Fall quarter, all fourteen programs had a cumulative GPA of 3.0 or better, and 200 - 300 student athletes had a GPA of 3.0 or better.
- Diversity training has been provided to student athletes, and important priority.

Student Trustee, IV.B.6.

Ms. Fix reported that she has attended a large number of meetings recently. In December she attended an all-day meeting of Washington student trustees, at which they decided student trustees need to fight for student financial aid and need to present a united presence to the legislature. As a member of the ASEWU Finance Committee, she has participated in budget hearings with the goal of having a finalized budget by next week so the council can approve it at their meeting. Ms. Fix has attended University Honors Board meetings, and she is pleased to report that honors scholarships are continuing to be awarded to freshman and transfer honor students. She participated in the diversity grant committee and she is looking forward to the projects that were awarded funding and she also has participated in vice presidential candidate meetings. Ms. Fix gave a presentation at an ASEWU clubs and organizations meeting to better inform them about the Board of Trustees. A new student trustee email account has been established for contact with Whitney: studenttrustee@ewu.edu

Organization Presidents’ Reports, IV.C.

Faculty Organization, IV.C.1.

Dr. Guillory began by reporting that recommendations have been submitted to the Provost and President regarding college reorganization, and he stated it was an honor to work with all the members of the committee including Co-Chair Dean Pat Kelley. The members deserve recognition as they accomplished a great deal and attended thirty meetings as well as several open forums. He personally thanked Dean Vicki Shields, Dr. Grant Smith, Dr. Jim Perez, Dr. Claudio Talarico, Peter Moe (Graduate Student), Dr. Karen McKinney, Mary Fryling, and Dr. Patricia Nemitz-Mills. The model endorsed by Faculty Senate was model two - the School of Social Work joins with CSBS and College of Education joins with Arts & Letters. This will have both a financial and a curriculum benefit, and it creates more collaborations than existed before, which will be exciting. It is important from the faculty perspective that the university ensure a significant cost savings.

Dr. Guillory shared that he is planning to attend Higher Education Day on February 1st along with Kris Byrum, Jordan Johnston and twenty other students who will travel to Olympia. They have an

intense schedule of meetings with 15 state legislators, to help them see the need to stem the tide of disinvestment and let them know they need to invest in students who will be the core of the economy.

Classified Staff Union, IV.C.2.

Mr. Pendleton began by wishing everyone a happy new year, although he shared that the staff have experienced a lot of very sad losses due to jobs cuts as well as losses due to cancer and a recent unexpected death. Scott Tompson who worked in building maintenance died suddenly less than three weeks ago, and his EWU friends are stepping up to help by raising money for the family and by finishing a basement project and doing other home maintenance. Donna Sprague was recently diagnosed with leukemia, and many classified staff have given blood for her benefit.

Jim also expressed thanks to all the classified staff who helped prepare space at Reid School for the faculty and staff who needed to move out of Patterson Hall.

He encouraged the administration and board of trustees to utilize the practical knowledge of EWU's classified staff and to consider their suggestions and collaborative efforts.

Trustee Ortega thanked Mr. Pendleton for his dedication to Eastern.

Associated Students, IV.C.3.

Mr. Ryan Eucker, ASEWU President, reported that the total number of legislators the students will visit next week has increased to nineteen and the Washington Student Association may be sponsoring an additional group of up twenty-five students to travel to Olympia later in February. He reminded everyone of the rally in the mall on February 4th.

Mr. Eucker reported that the Student Union board of control is continuing to pursue research and development for PUB future prospects. The groups has scheduled visits to other universities to tour their student union buildings and bring back ideas for better serving the students.

ASEWU continues to work on survey development – a number of departments have expressed interest in being involved in the surveys, which will cover student services, student finances, Riverpoint campus and student use, as well as athletics. Ryan's goal is to survey annually or bi-annually to develop trend data regarding student attitudes, finances and services on campus.

Ryan announced that EWU's red turf project just made it onto a sports program on the ESPN network, which is excellent exposure for Eastern.

Trustee Ortega thanked Mr. Eucker and wished the students well with their legislative visits on Monday. She shared that trustees from across the state are going to Olympia on February 25th.

Action Items, V.

Consent Action Items, V.A.

Minutes of the November 20, 2009 regular Board of Trustees' Meeting and Minutes of the December 4, 2009 Special Board of Trustees' Meetings, V.A.1. and V.A.2.

Motion 01-03-2010: Motion by Trustee Mikkelsen that the Board approve the Minutes of the November 20, 2009 regular Board of Trustees' Meeting and Minutes of the December 4, 2009 Special Board of Trustees' Meetings.

Seconded by Trustee Fix.

Motion carried.

Final Contract Acceptance - Hargreaves Hall Renovation & Addition, EWU Contract # AE0511, V.A.3.

"Eastern Washington University strives to satisfy all requests for special access needs for persons with disabilities. Requests for such accommodation are welcome and may be made by calling the President's Office, (509) 359-4648."

Motion 01-04-2010: *Motion by Trustee Tanaka that the Board approve the Final Contract Acceptance – Hargreaves Hall Renovation & Addition, EWU Contract #AE0511.
Seconded by Trustee Mikkelsen.
Motion carried.*

Discussion Action Items, V.B.

Additional Board of Trustees Meeting Date, August 2010, V.B.1.

Vice Chair Ortega explained that the Board has decided to add an additional one-day meeting to the 2010 schedule of meetings on August 26, 2010. Trustee Zozaya-Geist has communicated that she may not be able to attend this meeting due to a calendar conflict, however, she is supportive of adding the meeting to the 2010 schedule.

Motion 01-05-2010: *Motion by Trustee Zozaya-Geist that the Board approve the additional Board of Trustees Meeting Date of August 26, 2010.
Seconded by Trustee Tanaka.
Motion carried.*

Review and Approval of Amended EWU President's Contract, V.B.2.

Vice Chair Ortega announced that this item will be postponed until the March meeting.

Adopt Revised WAC 172-139, Commercial Activities, V.B.3.

Vice Chair Ortega announced that this item will be acted upon by the Board later in the meeting, after the scheduled public hearing on this topic has taken place at 3:00 p.m.

EWU Policy 203-03, Cellular Telephones & Services, V.B.4.

Laurie Connelly explained that this policy replaces Eastern's current telephone guidelines. This policy is part of the Information Technology consolidation and it brings the cellular telephone acquisition process and the administrative aspect of the telephones into the customer support area of IT. This policy establishes a university standard for use, acquisition, and accounting for cellular telephones and related equipment.

Trustee McReynolds, Chair of Business & Finance, reported that the committee discussed this policy for the second time today and approves and recommends approval of the policy.

Motion 01-06-2010: *Motion by Trustee McReynolds that the Board approve EWU Policy 203-03, Cellular Telephones & Services.
Seconded by Trustee Zozaya-Geist.
Motion carried.*

Ms. Connelly stated that all of the policies being acted on by the Board today have been through the EWU policy process, including being posted on the web for review and input by the public.

EWU Policy 406-01, Exempt Employment, V.B.5.

"Eastern Washington University strives to satisfy all requests for special access needs for persons with disabilities. Requests for such accommodation are welcome and may be made by calling the President's Office, (509) 359-4648."

Ms. Connelly explained that because this policy establishes a complete revision of the policies that apply to exempt employees, each exempt employee received email notification of the proposed policy, a summary statement, and the link to the web site encouraging them to review the policy and give input. The proposed changes have been under review for quite some time. The policy revises the definition of exempt employment categories, in part to comply with the statute adopted during last year's legislative session and it allows professional exempt staff to organize.

Ms. Connelly highlighted and summarized several elements included in this new policy.

Trustee McReynolds reported that the Business & Finance Committee heard and discussed this policy for the second time at this morning's meeting and approved the policy.

***Motion 01-07-2010:** Motion by Trustee McReynolds that the Board approve EWU Policy 406-01, Exempt Employment.*

Seconded by Trustee Tanaka.

Motion carried.

Public Hearing –

Proposed Adoption of Revised WAC 172-139, Commercial Activities

Vice Chair Ortega announced, at 3:00 p.m., that this public hearing is being held to consider testimony on the following proposal only: Revised WAC 172-139, Commercial Activities. She announced that this hearing is being held on January 29, 2010 at the Tawanka Commons building, Eastern Washington University, Cheney, WA pursuant to the authority given under RCW 34.05, the Administrative Procedures Act. Those who would like to comment need to sign-in. She announced that the hearing is being recorded, and the recording will become part of the official rule-making file.

Laurie Connelly explained that the original WAC has been in place since 1992, and that most of the proposed changes are clarifications in language and the insertion of proper titles for university representatives. She stated this policy establishes standards for only acceptable commercial activities on Eastern Washington University property that clearly serve educational objectives, and these activities cannot interfere with university affairs or the free flow of pedestrian or vehicular traffic. Ms. Connelly highlighted several elements of the policy, including the section regarding the placement of handbills.

Public Comments

Vice Chair Ortega called for public comments regarding WAC 172-1390, Commercial Activities. No public comments were given.

Closure of Hearing

Having received no public comments, Vice Chair Ortega closed the public hearing.

Adopt Revised WAC 172-139, Commercial Activities, V.B.3.

Vice Chair Ortega explained that a public hearing on this item was held at 3:00 p.m. as required. No public comment was given at the public hearing. This policy was discussed at two meetings of the Business & Finance Committee, and the committee recommended it for approval.

Motion 01-08-2010: Motion by Trustee McReynolds that the Board approve/adopt Revised WAC 172-139, Commercial Activities.

Seconded by Trustee Mikkelsen.

Motion carried.

EWU Policy 603-07, Missing Student Notification, V.B.6.

Ms. Connelly explained that the university needs standards and procedures for notifying law enforcement, parents or guardians, and student identified contacts when a residential student is missing. Students living in university housing will be given the opportunity to identify someone as their contact person, if they wish to do so.

Trustee Zozaya-Geist reported that the Student Affairs Committee has reviewed this policy and recommends it to the Board for approval. Trustee McReynolds expressed that the Business & Finance Committee's recommendation is for approval as well.

Motion 01-09-2010: Motion by Trustee Zozaya-Geist that the Board approve EWU Policy 603-07, Missing Student Notification.

Seconded by Trustee McReynolds.

Motion carried.

Vice Chair Ortega thanked Ms. Connelly and Mr. Lutey for all of their hard work regarding university policies.

Adjournment, VII.

Acting Chair Ortega adjourned the regular Board of Trustees meeting at 3:14 p.m.

Bertha Ortega, Vice Chair
Acting Chair, Board of Trustees

Rodolfo Arévalo, Secretary