

3-19-2010

## Board of Trustees Minutes, March 19, 2010

Eastern Washington University

Follow this and additional works at: [http://dc.ewu.edu/trustees\\_minutes](http://dc.ewu.edu/trustees_minutes)

---

### Recommended Citation

Board of Trustees Minutes, March 19, 2010 . Board of Trustees Records, University Archives & Special Collections, Eastern Washington University, Cheney, WA. [http://dc.ewu.edu/trustees\\_minutes](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](mailto:jotto@ewu.edu).

**EASTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES**

**March 19, 2010**

**Committee of the Whole ~ 1:00 p.m. (TAW 215 B&C)**  
**Open Public Session ~ 2:00 p.m. (TAW 215 B&C)**  
**Executive Session ~ 11:45 a.m. (TAW 215 A)**

**MINUTES**

Trustees Present:

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

**Call to Order, I.**

Chair Kauffman called the March 19, 2010 regular meeting of the Eastern Washington University Board of Trustees to order. She 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. All trustees were in attendance.

**Executive Session, III.**

Chair Kauffman 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 1:42 p.m. and that no action was taken during executive session.

Chair Kauffman called the Committee of the Whole session to order at 1:42 p.m.

Chair Kauffman congratulated the women's basketball team for their conference championship. She apologized to the police officers who were unable to give their presentation at the Business & Finance Committee meeting earlier today.

## **Committee of the Whole**

### Board of Trustees 2010 Goal: Enrollment Management

Interim Vice President for Student Affairs, Dr. Ron Dalla, explained that each of the vice presidential units as well as Instructional Technology have a part in addressing this goal and he highlighted the priority strategies for each unit. He mentioned the university is operating under the same performance agreement with the state as last year, since pending new legislation was stopped yesterday. He summarized the steps EWU is moving to develop a Strategic Enrollment Management plan, which will include an early student warning system, enrollment dashboards, and outcome measurements. The entire campus community will be asked to engage in the planning and the outcomes.

The first extensive report is scheduled for the June 2010 Board of Trustees meeting, and then will be quarterly to the Board. Chair Kauffman asked about the date for dashboard reporting and Dr. Dalla responded that this process has already begun and there will be a dashboard for Spring quarter 10<sup>th</sup> day.

### Board of Trustees 2010 Goal: Academic Excellence and Student Success

Provost Mason and Vice Provost Kieffer reviewed the strategies being implemented at Eastern that support the accomplishment of this goal. Highlights of increased student support services include: creation of a success center at the Riverpoint Campus, early warning systems regarding students' status in class, on-line degree audit system, additional living learning communities, and increased on-line course offerings. Examples of Eastern's existing excellent student success were highlighted: pass rates for licensing exams in health services, student athlete grade point averages, scholarships and fellowships to PhD programs, Student Research and Creative Works Symposium, Mock Trial Team, and many others. Chair Kauffman expressed thanks for this informative presentation.

## **Reconvene Open Board of Trustees Meeting**

Chair Kauffman called the open session of the March 19, 2010 regular meeting of the Eastern Washington University Board of Trustees to order at 2:25 p.m.

Chair Kauffman proposed that the Board re-order today's meeting agenda in order to take care of the action items before trustees need to leave to catch airplanes. She asked if there were any objections to moving item V, Action Items, to the beginning of the meeting. No objections were received.

## **Action Items, V.**

### **Consent Action Items, V.A.**

Minutes of the January 21, 2010 special Board of Trustees' Meeting and Minutes of the January 29, 2010 Regular Board of Trustees' Meetings, V.A.1. and V.A.2.

***Motion 03-01-2010:** Motion by Trustee Ortega that the Board approve the Minutes of the January 21, 2010 Special Board of Trustees' Meeting and Minutes of the January 29, 2010 Regular Board of Trustees' Meeting.*

*Seconded by Trustee Zozaya-Geist.*

*Motion carried.*

## **Discussion Action Items, V.B.**

### **Review and Approval of Amended EWU President's Contract, V.B.1.**

***Motion 03-02-2010:*** Motion by Trustee Mikkelsen that the Board approve the Amended EWU President's Contract.

*Seconded by Trustee Ortega.*

*Abstention by Trustee Fix.*

*Motion carried.*

Chair Kauffman thanked President Arévalo for his continued diligence and leadership over the university. She expressed that it has been great to see the wonderful team the president has assembled, and the great leadership he provides for this university, and the notice that is being taken of Eastern Washington University both locally as well as in Olympia and elsewhere. She congratulated President Arévalo for his success.

### **EWU Policy 603-03, Fire Safety, V.B.2.**

Mr. Lutey explained that this policy has been developed to answer all the requirements of the Higher Education Act. The policy includes required elements such as an annual safety report and fire report, a fire log, education and training, and emergency procedures.

Trustee McReynolds explained that this policy was discussed at the Business & Finance Committee meeting in January as well as this morning, and they recommend it to the board for approval.

***Motion 03-03-2010:*** Motion by Trustee McReynolds that the Board approve EWU Policy 603-03, Fire Safety.

*Seconded by Trustee Ortega.*

*Motion carried.*

### **EWU University Guideline 501-03, Supplemental Instructional Materials for Students with Print Access Disability, V.B.2.**

Mr. Lutey explained that this guideline is in response to a 2009 requirement from the Washington State Legislature. The legislature articulated several requirements to text book publishers and higher education institutions, and this guideline complies with all of these requirements.

Trustee Ortega reported that this policy was discussed in the Student Affairs Committee and is recommended for approval by the full Board.

***Motion 03-04-2010:*** Motion by Trustee Ortega that the Board approve EWU University Guideline 501-03, Supplemental Instructional Materials for Students with Print Access Disability.

*Seconded by Trustee Zozaya-Geist.*

*Motion carried.*

## **Reports, IV.**

### **University President's Report, IV.A.**

President Arévalo reported on his recent participation in the following:

- Dr. Arévalo has traveled to Olympia at least four times during the last two months to inform legislators of the importance of higher education, Eastern's budget, as well as the importance of state financial aid for students.
- Administrators from EWU met with several members of Senator Murray's staff regarding three proposals requesting federal support: a water policy center, development of a baccalaureate degree in health informatics, and the indicators project managed through the Institute for Public Policy. The Senator's staff members were pleased with the type of work Eastern is doing, especially as it serves the eastern region of the state.
- President Arévalo participated on the search committee for a new CEO of Energy Northwest, an organization that runs the only nuclear plant in the State of Washington. He found this very interesting and he enjoyed interviewing the highly qualified individuals competing for the job.
- EWU's external grant and contract support has continued to grow. At this point in the year the total is just under ten million dollars – slightly higher than last year. At the end of the year the total is expected to be around fourteen or fifteen million dollars.

## **Trustees' Reports, IV.B.**

### **Board Chair Report, IV.B.1.**

- Chair Kauffman began by thanking Vice Chair Ortega for chairing the January Board meeting.
- She thanked members of the Board who participated in Higher Education Day and/or who contacted legislators to communicate the importance of reinstating funding for higher education. She also thanked the students who traveled to Olympia for their dedication to this importance process.
- Chair Kauffman has been notified by the governor's office that a new EWU trustee has been appointed. Dr. Mark Mays has been appointed to fill the position left open when Gordon Budke's term expired. The Board will welcome Trustee Mays at the May Board of Trustees meeting.
- The trustees are in the process of developing the agenda for their annual planning retreat, which will be in May this year. May 19 and 20 were chosen to enable trustees to visit the EWU Student Research and Creative Works Symposium, and the trustees are looking forward to this opportunity to see the excellent work of Eastern's students. The Board will engage in discussion and planning with the president and his leadership team to address the university budget and the board's goals for next year.
- Chair Kauffman congratulated Student Trustee Fix, as she has received word that she was accepted to the Pacific Northwest Osteopathic University Medical School. This is a great testament to the academic excellence at Eastern Washington University.

### **Academic Affairs Committee, IV.B.2.**

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

- College consolidation – The committee has completed its work. One of the important aspects is the goal of saving \$500,000 in administrative costs. The budget savings have been identified, and the provost and faculty senate will monitor to ensure that the savings occur.
- Patterson Hall – Some of the trustees toured the temporary quarters being used by Dean Briggs, Dean Shields and their staff and faculty during the construction of Patterson Hall.
- State Legislative action that affects Academic Affairs – most important is the HECB System Design Study. Trustees plan to discuss the System Design further at their annual retreat.
- Long-range academic plan with Bellevue College – A joint committee has been established to develop a long-range plan and it should be completed sometime next year. This will be an important aspect of our continued relationship with Bellevue College.
- Program Audit – The goal is to review all the undergraduate and graduate programs over the next several years. This topic is of specific interest to the Board in terms of reviewing excellence and efficiencies, and any recommendations for dissolution will come before the board for final approval. At this point, four graduate programs have been selected to be audited.
- Running Start – This is an impressive program with 350 high school students attending Eastern classes. This is an example of an excellent program that meets an important need and also helps Eastern meet its goal of expanding out into the community.

#### Advancement Committee, IV.B.3.

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

- Marketing materials – Mike Westfall gave the board a view of some excellent new marketing materials. Trustee Mikkelsen complemented the staff in Advancement as they are doing a great job.
- Annual Telephone Fundraising to parents of students – The security breach EWU experienced complicated this effort because people weren't sure if this was a legitimate call.
- Athletics department fundraising - Pam Parks did an excellent job of reporting on the Killin events as well as a new fishing and golfing event at the Coeur d' Alene Casino.
- Government Relations – David Buri reported good news that some of the concerns Eastern had at the beginning of the legislative session regarding cuts to student financial aid may have been eliminated and that EWU may be ok when the student aid packages come together. The negative news is that it looks like Eastern's operating budget will be cut between three and five million dollars and EWU's capital budget will be cut two million dollars.

#### Business and Finance Committee, IV.B.4.

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

- EWU Policies – Fire Safety policy was discussed for the second time and the committee recommends it be approved later today. Two policies, Copyright Infringement and Tobacco Use were discussed for the first time. The committee also talked about the tobacco free campus proposal being brought forward by EWU students. A representative from the Spokane Regional Health District spoke about what is being done in Spokane County as well as across the state. EWU students will be conducting a survey on smoking on campus after spring break.
- Budget – EWU will likely be faced with a three to five million dollar reduction in the base budget and the board is very interested in how the administration will recommend meeting this reduction. At today's meeting the Board reviewed the Budget Reduction Principles approved last year, to make certain trustees are still comfortable with these principles. The committee members voted to reaffirm these principles.

- Budget Committee's Recommendations to the President – The Board is encouraging the administration to look ahead in terms of sustainable reductions for the next biennium as well as the short term reductions in the upcoming fiscal year. The proposed budget will be discussed further at the Board's May annual planning retreat and the budget for next year will be adopted at the June board meeting.
- Overall costs to students of attending Eastern – The Board is interested in keeping EWU accessible and affordable for all students. The Board expressed concern about the recommendation by the Associated Students to increase the S & A Fee by 14%, and about the overall impact to students of various fee increases such as the proposed 4% increase in housing and dining costs (3.5% in housing & 5.5% in dining). This will all be decided in June as part of the budget decisions. The overall ways students are impacted by costs and increases is of large concern to the trustees.
- 2011-2013 Decision Package Preview – The Board sees a lot of concerns regarding the upcoming biennial budget, and sees the need to look at the long-term.
- Riverpoint Classroom Technology – Helpful progress is being made.
- Investment Committee – The university's investments impact the entire campus, and so reductions in the market have had a large impact on scholarships. Investments did do a little better than the previous year. Benchmarks are being used and EWU seems to be in line with the market overall. This committee would like to add two new members with expertise in the investment area, and they plan to review the investment policies during the next few months.

#### Student Affairs Committee, IV.B.5.

Trustee Ortega reported on the topics discussed:

- Vice Chair Ortega congratulated Trustee Fix for being accepted into medical school at Pacific Northwest Osteopathic University, and she thanked Dr. Dalla for his service as Interim Vice President for Student Affairs and for working so effectively with the Board.
- Housing Occupancy Report – Dr. Thompson and Ms. Case presented information on this important topic. The new brochure is very nice, and will be an excellent recruiting tool.
- National Survey on Student Engagement – Dr. Dalla and Dr. Briggs shared information regarding the results of this helpful tool as it addresses student services and engagement.
- Strategic Enrollment Management – EWU is making progress toward developing a SEM plan.
- Quarters to Semesters committee – Dr. Pratt reported on the status of this task force's work. This will be a long-term process that gathers input from all areas of the university.
- Faculty and Associated Students visits to Olympia – Legislators shared that they appreciate hearing from and learning from their constituents as it makes their job easier. Vice Chair Ortega thanked everyone who participated in visits to Olympia.
- Intercollegiate Athletics – Pam Parks did a terrific job of reporting to the committee. Numerous student athletes and coaches deserve congratulations for their accomplishments and awards. The student athletes are excellent representatives of EWU.
- NCAA Certification – EWU expects to receive information in April regarding the status.

#### Student Trustee, IV.B.6.

Ms. Fix announced that she has been accepted to Pacific Northwest University of Health Sciences. She expressed her appreciation for her professors and everyone who has been supportive of her during her time at Eastern. She reiterated that EWU faculty members encourage and support Eastern students and their goals.

She attends ASEWU council meetings and the enrollment management team. She is excited to see what the Strategic Enrollment Management committee will be bringing forth.

She attended several events, including one regarding race and gender facilitated by one of her professors, as well as an event sponsored by the Eagle Pride Center.

Trustee Fix announced that applications for the student trustee position for the next academic year are being accepted through April 5<sup>th</sup>.

## **Organization Presidents' Reports, IV.C.**

### Faculty Organization, IV.C.1.

Dr. Guillory reported that Winter quarter was a little less hectic than fall, since the college consolidation task force finished its work in December. Some of the departmental moves are still in process. Many faculty members are excited about the enhanced opportunities for further collaborations, though some collaborations were already in place.

Cost savings – Faculty Planning and Advisory Committee has been designated as an oversight committee to ensure that the \$500,000 cost savings are realized as a result of this reorganization.

Quarters to Semesters – Dr. Guillory has emphasized with faculty that this is a feasibility study, not a foregone conclusion. Some faculty are in support of this conversion and some are not. The United Faculty of Eastern had concern regarding some language in the UFE contract, and meetings have occurred to address the concerns. Research shows that 85% of universities are on a semester system.

Faculty Senate has voted to meet as a committee of the whole to discuss Quarters to Semesters and the College Reorganization for forty-five minutes at the beginning of each of the four remaining faculty senate meetings. Representatives of the committees will report on their efforts at that time.

Textbook Study Committee – Dr. Guillory is currently working on identifying members for this committee, to analyze how best EWU can deal with the issue of textbook costs. According to the College Board, the cost of textbooks increased by 20% between 2003-2004, and the cost has outpaced our students' ability to pay for textbooks.

Higher Education Day in Olympia – It was a great experience meeting with legislators about higher education and Eastern. Dr. Guillory expressed that everyone would have been proud of Eastern's students as they represented the university very well. They did an excellent job of telling their stories, and their stories resonated with the state senators and representatives.

Chair Kauffman thanked Dr. Guillory for serving and for his excellent work.

### Classified Staff Union, IV.C.2.

Mr. Pendleton began his report by sharing that this will be the second year the classified staff will be fighting against cancer through their participation in the Relay for Life fundraiser hosted by EWU on campus. Eastern has experienced the sad loss of four classified staff members since September; Dan Adams passed away in September, Michael Nelson and Jamie Stoughton passed away in December, and most recently Donna Sprague passed away on February 11<sup>th</sup>. Local 931 will have two teams of fifteen staff members each in the relay to raise money to find a cure for cancer.

Mr. Pendleton extended a sincere thank you to the EWU administration for reinstating a position in the electric shop that was originally cut last August. Having Steve Williams back on staff will allow the electric shop to better respond to electrical and safety issues on campus.

Reed Herman, who works in the fabrication shop, is going overseas to serve our country for a second time. He is going to Afganistan for one year, and the classified staff presented him with the gift of phone cards to call home during his deployment. The staff look forward to Reed's safe return.

EWU's classified staff continue to support the community, country, Eastern's students and the institution with their hard work and commitment.

\*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.\*

Chair Kauffman thanked Jim for his representation of the classified staff and for his hard work.

Associated Students, IV.C.3.

Mr. Ryan Eucker, President, reported the following information to the trustees:

The PUB renovation committee continues its work and looks forward to seeing where this goes.

The trip to Olympia was a great success. Twenty-five students went to Olympia and met with nineteen legislators during Higher Education Day (for many students this was their first trip to Olympia). Mr. Eucker expressed thanks to Dr. Arevalo, Dr. Guillory, Mr. Buri, and all who helped with the excellent preparations for this trip. The students appreciated this opportunity.

Two council positions have been filled recently: Mikai Bordon will be the new Athletic & University Advancement representative, and Colin Schueller will be the new Technology Advancement representative. They are both well qualified and bring talent to the council.

The Associated Students have finalized their budget for next year. ASEWU and the S & A Fee Committee are supportive of a 14% increase in the Service & Activities Fee.

Students continue their work on the tobacco policy - it will come forward again later in the spring.

A student survey will be going out during the weeks following spring break.

ASEWU continues conversations with STA. The students would like to thank the staff and faculty members who have been involved in this process to come up with the best possible changes.

Chair Kauffman acknowledged the work Ryan and his team have done, especially with regard to the planning around the needs and proposed use of an increase in the Service & Activities Fee. The trustees would like to set aside time to discuss this further at the next board committee meetings.

**Adjournment, VII.**

Chair Kauffman reminded trustees to submit their comments regarding the draft retreat agenda.

Chair Kauffman adjourned the regular Board of Trustees meeting at 3:20 p.m.

---

Jo Ann Kauffman, Chair  
Board of Trustees

---

Rodolfo Arévalo, Secretary