

11-20-2009

## Board of Trustees Minutes, November 20, 2009

Eastern Washington University

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**EASTERN WASHINGTON UNIVERSITY  
BOARD OF TRUSTEES**

**November 20, 2009**

**Regular Open Meeting ~ 3:30 p.m. (TAW 215 B&C)  
Executive Session ~ 2:30 p.m. (TAW 215 A)**

**MINUTES**

Trustees Present:

Jo Ann Kauffman, Chair  
Bertha Ortega, Vice Chair  
Gordon Budke (via phone)  
Whitney Fix  
Neil McReynolds  
Kris Mikkelsen  
Paul Tanaka

**Call to Order, I.**

Chair Kauffman called the November 20, 2009 meeting of the Eastern Washington University Board of Trustees to order at 2:40 p.m.

Chair Kauffman 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 sixty minutes, 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 open session.

**Quorum, II.**

A quorum was present. Trustee Zozaya-Geist was unable to attend due to a scheduling conflict.

**Executive Session, III.**

Chair Kauffman stated that executive session was held for purposes authorized in RCW 42.30.110 and RCW 42.30.140 as previously scheduled. No action was taken during the executive session.

**Reconvene**

Chair Kauffman called the November 20, 2009 open session of the regular meeting of the Eastern Washington University Board of Trustees to order at 3:37 p.m.

Chair Kauffman thanked all who attended the University Thanksgiving Dinner earlier today, and she congratulated all staff members who were recognized for their years of service to Eastern and for their distinguished service.

## **Action Items, V.**

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

Minutes of the September 11, 2009 Board of Trustees' Meeting, V.A.1.

Minutes of the October 8, 2009 Special Board of Trustees' Meeting, V.A.2.

***Motion 11-01-09:*** *Motion by Trustee Mikkelsen that the Board approve the consent action items including minutes of the September 11, 2009 regular Board of Trustees meeting and minutes of the October 8, 2009 special Board meeting.*

*Seconded by Trustee Ortega.*

*Motion carried.*

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

Board of Trustees 2010 Meeting Dates, V.B.1.

Trustee Tanaka observed that there is a long time period between the proposed meeting in June and October. He understands the amount of work involved in preparing for the meetings, however, he believes that with all the important issues facing the university there is value in the board members having a presence on campus to be informed and also to provide policy direction on a regular basis. The October date needs to remain as it coincides with WSU's board meeting at the Riverpoint Campus, and EWU's trustees and WSU's regents are planning to get together in Spokane at that time. Trustee Mikkelsen agreed that it would be appropriate for the Board to stay engaged frequently.

***Motion 11-02-09:*** *Motion by Trustee Ortega that the Board approve the Board of Trustees 2010 Meeting Dates with the proviso that another date be added, possibly at the next meeting.*

*Seconded by Trustee Tanaka.*

*Motion carried.*

EWU Board Resolution 2009-02, Delegation of Applicant's Agent, V.B.2.

Laurie Connelly explained that due to the December 2008 severe winter storms, EWU qualifies to apply for federal and state emergency disaster assistance. One of the requirements of the application is a resolution delegating authority to Mary Voves and Shawn King to execute the paperwork required for this application process, and the Board's approval is needed for this delegation.

***Motion 11-03-09:*** *Motion by Trustee Tanaka that the Board approve Board Resolution 2009-02, Delegation of Applicant's Agent.*

*Seconded by Trustee Fix.*

*Motion carried.*

EWU Policy 202-03, Commercial Activities of the University, V.B.3.

Laurie Connelly explained that this is an update of Eastern's Commercial Activities Policy – by state law the university is required to have a specific policy that deals with the business activities of the institution, especially in any areas that overlap with private business or commercial activities. The new

"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."

version makes it clear which department a person would approach if he/she has concerns. The proposed updated policy was on the policy web site for review and input, and Mary Voves and Laurie Connelly attended a Cheney Merchants Association meeting to inform them and ask if they have any concerns.

Trustee McReynolds announced that the Business & Finance Committee has discussed the policy at two different meetings and recommends approval.

***Motion 11-04-09: Motion by Trustee McReynolds that the Board approve EWU Policy 202-03, Commercial Activities of the University.  
Seconded by Trustee Ortega.  
Motion carried.***

#### **EWU Policy 901-04, Bullying, V.B.4.**

Laurie Connelly explained that this policy was developed by a committee originally formed as a result of the agreement with the United Faculty of Eastern. This committee did a tremendous amount of work. Ms. Connelly introduced the members (many were present): Barbara Alvin (Chair), Suzanne Milton, Marion Moore, Lynn Morris, Craig Walker, Lance Walker, Gayla Wright, Bob Sterling, Jolynn Rogers, Lynn Briggs, and Mina Simonson. They spent a great deal of time researching, discussing, reviewing the comments submitted, and hosting open forums. The policy is a firm statement that EWU will not tolerate bullying, it offers a definition of bullying, it provides guidance as to how to file a complaint/report bullying, it states the university will investigate reported incidences, and it also commits the university to providing training to staff and faculty about bullying.

Ms. Connelly also acknowledged Trent Lutey's extensive work on this policy, and she thanked the members of the committee for all their work and time spent.

Trustee Ortega stated that the Student Affairs Committee approved this policy.

Trustee McReynolds stated that the Business & Finance Committee also discussed the policy at two different meetings and approved the policy.

***Motion 11-05-09: Motion by Trustee Ortega that the Board approve EWU Policy 901-04, Bullying.  
Seconded by Trustee McReynolds.  
Motion carried.***

#### **Reports, IV.**

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

President Arévalo reported on the following events: Eastern had very successful homecoming activities, with participation from large numbers of students and alumni;

President Arévalo recently hosted a successful first-ever reception for diverse faculty;

During the Washington Faculty and Staff of Color Conference, Dr. Arévalo and Lee Lambert,

President of Shoreline Community College, participated as panel members in important discussions;

He recently accepted an appointment to an advisory board of the International Trade Alliance, which he believes will be a beneficial experience;

President Arévalo has met with senators and representatives to discuss ways Eastern is trying to meet the budget challenges and yet continue to serve the students with quality;

Participated in the City of Cheney master planning meetings;

EWU hosted a football game at Qwest Field in Seattle, and the event was so successful the staff is thinking of planning this event again next year. Thanks were expressed to the trustees for their support.

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

### Advancement Committee, IV.B.1.

Trustee Mikkelsen reported on the topics discussed in the committee meeting.

- Comprehensive Campaign – the committee received a great overview of the advertising and marketing efforts underway at Eastern. Those in attendance were impressed with the quality of the materials as well as the strategy behind the efforts to raise the profile and visibility of Eastern. The work accomplished and the materials are a positive step up.
- Capital Campaign – In this current environment where funding is harder to come by, fundraising efforts take on increasing importance, and the work being done in this area has resulted in a good foundation for the campaign. A good vision has been developed, as a result of a planning process that looked at what is important to the university in order to take us to next level. The list of projects, which provide opportunities for people to donate, will be a beneficial tool. The trustees look forward to this campaign moving forward.
- Government Relations – David Buri facilitated discussion. The budget deficit is significantly greater than previously predicted, and everyone is encouraged to continue to talk with elected officials regarding the importance of higher education and funding at a level that allows institutions to be successful moving forward. The committee received a report on the work Dr. Arévalo and David did over the summer in telling the EWU story to legislators.
- Athletics – Several EWU teams are doing well: football is having a good year (7/3 record) with a good chance at play-offs; volleyball is in second place in the Big Sky and will be hosting the Big Sky championships; soccer had their best season since 2005; basketball season has just begun with a great game against WSU that EWU lost by only four points.
- One of Board's goals for this year is to leverage athletics to enhance the image of the university related to visibility and recruitment. Mike, Bill, and the rest of team are doing just that and they deserve recognition for their accomplishments.

### Business & Finance Committee, IV.B.2

Trustee McReynolds reported on the topics discussed during the meeting.

- Two policies, Commercial Activities and Bullying, were discussed for the second time and approved.
- Two other policies discussed for the first time, Missing Persons and Temporary and Student Employment, will likely be presented to the Board for action in January.
- Independent Audit – the committee agreed to retain LeMaster and Daniels.
- Business & Finance Goals and Measurements for the year were discussed, and the goals and measurements will be incorporated into the committee's work plan for the year ahead.
- State Senate's report on budget reductions and the outlook for the upcoming fiscal year were discussed. EWU cut the administrative budget the deepest among state four-year universities while protecting instruction as the Board had instructed the administration to do. Trustee McReynolds acknowledged President Arévalo and his staff for their budget work and for protecting instruction. Looking ahead, the governor continues to talk about additional deep cuts, and shortly after the first of the calendar year, President Arévalo will hold campus forums.
- Key Performance Indicators Review – Financial Ratios – Eastern has done very well in maintaining its ratios and its A-2 rating, and has done well when compared with other A-2 institutions. Chair Kauffman called attention to a document prepared by the staff of the Senate Higher Education Work Force Development Committee, which shows how Eastern compared with

other Washington institutions. Eastern is the only university showing that money was put back into instruction. She congratulated to everyone involved for handling Eastern's budget situation well – although it was a very difficult circumstance.

### Board Chair Report, IV.B.3.

Chair Kauffman reported on the following topics:

- Chair Kauffman thanked those who participated in the President's Cabinet Retreat and all who helped develop outcome strategies for the Board's 2010 goals. These outcome strategies were discussed during the committee meetings over the last two days and will be discussed and tracked throughout the year.
- Chair Kauffman thanked all involved with 'Showdown on the Sound', the football game at Qwest Field. Four trustees attended and many trustees gave donations to purchase tickets for guests.
- EWU Trustees and WSU Regents reached out to each other recently which resulted in a dinner meeting last night in Pullman. Important discussion occurred - sobering conversation regarding the budget outcomes for next year - and important discussion in terms of the commitment that was expressed about working together, not accentuating differences but looking at opportunities to work together on common purposes, and realizing how powerful Boards can be if they speak with one voice in Olympia.
- Governing Boards Association – Chair Kauffman and Trustee McReynolds are the EWU representatives participating in this state-wide group to address the budget cuts to higher education. The first gathering of this group will be on December 17<sup>th</sup> in Seattle.

### Academic Affairs, IV.B.4.

Trustee Tanaka reported on the topics discussed at yesterday's meeting.

- Accreditation – received an update from Dr. Dalla that this process has changed to a seven year cycle rather than a ten year schedule, so Eastern will be reviewed now in 2016.
- Provost's Goals and Committee Work Plan for 2010 - Vice Provost Dr. Kieffer reported on behalf of Dr. Mason who is out of the country. The work plan is quite ambitious with significant issues on the schedule such as college consolidation and semesters. Committee had good discussion regarding the need to highlight quality and accountability in Academic Affairs.
- State-wide System Design – the committee's report will be out soon and will be given to the state legislature. Depending up on what the legislature does with the report, this may effect Eastern.
- Discussion occurred regarding how Eastern is proposing to meet the legislative mandate to increase the number of science and math teachers in the state. Dr. Dalla outlined the goals and strategies the university will use in order to accomplish this goal. The legislature and governor are pushing very hard in this area and all the universities will be working on this.
- Dr. Patrick Jones presented monographs published by the EWU Institute for Public Policy and he updated the committee on the community indicator's projects. Eastern is becoming well known in the northwest and other areas of the county through the work of the Institute, and this is an excellent example of how EWU is out in communities accomplishing beneficial projects and spreading the name of Eastern Washington University.

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

Trustee Ortega stated she is honored to represent the Student Affairs Committee. She also wished Dr. Zeisler-Vralsted well with her endeavors during this next year.

- Information Technology - Dr. Pratt is involved with state-wide task forces/committees working toward improving information technology at colleges and universities across the state.

- Bullying Policy – committee discussed the policy for the second time and recommended approval.
- SA VP Goals for 2010 – this is an energetic set of goals and the board looks forward to the year.
- Presentation regarding the ‘Richness of Student Life’ - Dr. Thompson, Dean of Student Life, gave excellent information about a great deal of positive activities in Student Life. In the area of Disability Support Services, EWU has the second highest number of disabled students among the state universities, second only to U of W. Ms. Ortega commended the staff who work very hard to assist students and help their educational experience be valuable and rewarding. Trustee Ortega suggested that all the trustees review this presentation.
- Enrollment – Dr. Briggs - Fall 2009 brought the third largest enrollment of freshmen to Eastern. Congratulations to the staff involved in recruiting and retaining students. The students are coming with high grade point averages and high SAT scores. Enrollment in general is very positive.
- Athletics – Pam Parks reported on items of interest, including a program that will bring additional training regarding the transition from college athlete to real life. She also shared that athletics has recently participated in diversity training. Ms. Ortega encouraged everyone to attend upcoming EWU athletic games/contests.

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

Trustee Fix reported that she was very pleased with the Dean of Student’s Office who helped her contact her professors when she was ill, and her professors were understanding and helpful. She has been attending enrollment management team meetings, currently working on a pilot system to alert students early (rather than at the end of the quarter) when they are not doing well in class. She is working with: the ASEWU Student Activities representative on a project to better explain and to help students understand more about the Board of Trustees as well as administrative functions, and she is on the ASEWU Finance Committee which is currently reviewing funding goals. Ms. Fix attended the Fall Gathering in September, as well as many Homecoming activities – including crowning the new king and queen, and Showdown on the Sound which was great to be able to attend a football game with her family from the west side of the state. The six state university student trustees are planning to meet together to discuss common experiences and strategize what might be done to help reduce the budget cuts that are coming.

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

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

Dr. Raphael Guillory reported on the College Consolidation committee. He applauded Dean Kelley for the tremendous job she has done. Currently the committee is looking at four models, but as many as thirty three have been suggested during the input and open forum stages. The committee has sought input from faculty and staff, and will be meeting with the Faculty Senate on November 23<sup>rd</sup>. The committee plans to give at least two recommendations to the provost and president by mid-December. The administration will then decide which model to adopt.

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

Mr. Pendleton reported that more members have become involved by taking stewardship training and more will do so in January. These trained members will be helpful in communicating and resolving issues, ideally before grievance processes begin. Several union officer candidates who had not run for office before have been elected for two year terms. Mr. Pendleton expressed concern about the many quality employees and positions that have been eliminated (the union was told these were due to budget cuts). He has received documentation of raises given to fifteen administrative exempt positions

from July 1 – November 1, totaling over \$135,000 per year (an amount to cover two classified staff positions plus benefits), and Mr. Pendleton does not believe this is the time to give raises even if the employees did excellent work. He also believes the college consolidation process should slow down so EWU doesn't rush into a decision which might result in consequences for EWU.

#### Associated Students, IV.C.3.

Mr. Ryan Eucker thanked all the individuals and groups who helped organize a fantastic Homecoming. Events went well and had a record number of participants. ASEWU will be speeding up the process of research and development on the student union building, as there are eight years left on the bonds for the PUB and this is an opportune time to look at what students want and expect from a student union building. The council is also working on service and activities fee percentage allocations, and have decided to change this from five year contracts to three years. They are hoping to expand graduate representation within the council and would like to develop a graduate student council over the next several years. They are working on outlining possible designated smoking areas on campus and have held open forums. They plan to reach out and do more on-line surveys of our students to gain student input regarding numerous topics such as service & activities fees, athletic fee, PUB fee, and others.

#### **University Reports, IV.D.**

##### 2009 Year End Financial Review, IV.D.1.

Toni Habegger, Chief Financial Officer, presented information regarding the 2009 Year End Financial Review. The university's financial statements are in draft form and will be finalized through the audit in December. Topics covered in the year end review are: Enrollment, Budget, Operating Financials, Capital Financials, and Selected Analysis and Context.

Details of the 2009 Fiscal Year End Financial Review are provided in a handout.

Chair Kauffman thanked Ms. Habegger and the financial team for their quality work.

#### **Adjournment, VI.**

Chair Kauffman thanked everyone for attending, and wished a Happy Thanksgiving to all. Chair Kauffman adjourned the November 20, 2009 regular Board meeting at 5:13 p.m.

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Jo Ann Kauffman, Chair

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Rodolfo Arévalo, Secretary