

8-2-1984

Board of Trustees Minutes, August 2, 1984

Eastern Washington University

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Agenda

Board of Trustees
Eastern Washington University

August 2, 1984
10:00 a.m., Higher Education Center

I. Presidents' Reports

- A. Dr. H. George Frederickson, President, EWU
- B. Dr. Wayne Hall, President, Faculty Organization
- C. Mr. Thayne Stone, President, Associated Students
- D. Dr. Gordon Martinen, Foundation/Alumni Association

II. Approval of Minutes

(Attachment II.)

III. Policy Issues

- ✓ A. 1985-87 Operating Budget Request (Attachment III.A.)
- ✓ B. 1985-87 Capital Budget Request (Attachment III.B.)
- ✓ C. Contract Bid Award: Reroofing of Kingston, Morrison, Holter House, and the Higher Education Center (Attachment III.C.)
- ✓ D. Resolution - Housing and Urban Development bonds (Attachment III.D.)
- E. EWU Foundation distribution of annual endowment funds
- F. Appointment of EWU Trustee to the Joint Legislative Advisory Committee on Governance, Financial Aid, Tuition and Fees.

IV. Information Items

- A. Audit Report (Under Separate Cover)
- B. Honors Program

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August 2, 1984
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V. Old Business

VI. New Business

VII. Executive Session

An executive session will be called
for the purpose of discussing
personnel matters.

✓ VIII. Personnel Actions

(Attachment VIII.)

The next regular meeting of the
Board of Trustees will be held
on September 27, 1984, at 10:00 a.m.
in the Pence Union Building Council
Chambers

Minutes

EASTERN WASHINGTON UNIVERSITY

Board of Trustees
August 2, 1984

The Board of Trustees of Eastern Washington University held its regular monthly meeting on August 2, 1984, at 10:00 a.m. in the Higher Education Center at First and Wall in Spokane

BOARD MEMBERS PRESENT

Mr. Bert Shaber, Chairman
Mrs. Holly Sonneland
Mrs. Deborah Reis
Mrs. Eleanor Chase

BOARD MEMBERS ABSENT

Mr. James Ray, Vice Chairman

STAFF PRESENT

Dr. H. George Frederickson, President
Mr. Ken Dolan, Secretary, Board of Trustees
Mr. Owen Clarke, Assistant Attorney General
Dr. Gordon Martinen, Vice President for Extended Programs
Mr. Russ Hartman, Vice President for Business & Finance
Mr. Bill Shaw, Director of Financial Services
Dr. Duane Thompson, Vice President and Provost, Academic Affairs
Mr. Terry Mauer, Director, News Services
Dr. Steven Christopher, Vice Provost for Undergraduate Studies
Dr. Robert Gariepy, Director, University Honors Program
Ms. Judy Samples, Assistant to the Vice President, Business & Finance
Mr. Skip Amsden, Acting Provost for Student Services
Dr. Wayne Hall, President, Faculty Organization
Ms. Jeri Schmidt, Administrative Assistant, Foundation/Alumni
Mr. James Shideler, Chairman, Foundation

STUDENTS PRESENT

No Students present

MEDIA PRESENT

Ms. Susan Howard, KREM-TV
Ms. Carol Geer, KHQ-TV
Mr. Bob Heye, KXLY-TV
Ms. Karen Dorne-Steele, Spokesman Review-Chronicle
Ms. K. Lene Phillips, Easterner
Ms. Stephanie Vann, Cheney Free Press

BUSINESS MEETING

Chairman Shaber called the Business meeting to order at 10:10 a.m.

PRESIDENTS' REPORTS

1. Dr. H. George Frederickson, President, EWU.

President Frederickson reported that commencement for EWU students in the Tri Cities will be held on August 7, 1984 at 7:00 p.m. in the Batelle Auditorium in Richland. Over 25 degrees will be awarded in fields including General Studies and Education.

The Joint Select Committee's report on Student Services has been received and is now under study. The replacement for Dr. Richard Flamer will be initiated by fall and in the mean time, Mr. Skip Amsden will serve as Acting Provost for Student Services.

The annual Faculty Breakfast will be held on September 14, 1984, at 7:30 a.m. in Tawanka Commons. The State of the University Address presented by the President and a report on activities of the Spokane Higher Education Coordination Study Committee by Representative Helen Sommers will highlight the program.

During the summer over 2,000 individuals have participated in various activities sponsored by the University Conferences. These activities include summer camps, the Boys State, the Stuttering Clinic, Elderhostel, School District 81 Retreat, and the National Animal Behavior Conference.

2. Dr. Wayne Hall, President of the Faculty Organization.

Dr. Hall reported that the Academic Senate has not been in session during the summer and therefore he had no report to make. He did indicate that this is his last board meeting and that Dr. Jerry Blanche, President Elect of the Faculty Organization, will replace him at the September board meeting. Dr. Hall thanked the Board for its cooperative attitude in working with the faculty and in recognizing the faculty's concerns. Because of the openness of the Board, faculty morale has been improved and the faculty now feel that they have much greater impact on the decision making process.

3. Mr. Thayne Stone, President of the Associated Students was not present to make a report.

4. Dr. Gordon Martinen for the EWU Foundation and Alumni Association.

Dr. Martinen called upon Jeri Schmidt to report on activities of the Foundation and Alumni. Ms. Schmidt reported that EWU Alumni Day at the Seattle Kingdome will be held on August 12, 1984. Ticket sales for this event have gone very well. She then introduced Mr. James Shideler, Vice President of the Rainier Bank, who was recently elected as Chairman of the EWU Foundation.

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING OF JUNE 28, 1984,
Agenda Item II.

Motion #08-01-84: "I move that the minutes of the regular meeting of June 28, 1984 be approved."

Motion by Mrs. Reis, seconded by Mrs. Sonneland, approved Unanimously.

DISTRIBUTION OF EWU FOUNDATION ANNUAL ENDOWMENT FUNDS

Mr. Jim Shideler, Vice President of Rainier Bank and Chairman of the Foundation Board of Directors, presented a check for \$20,000 which represents the University's portion of the earnings on the Endowment Funds. The money will be used to fund academic scholarships.

1985-87 OPERATING BUDGET REQUEST, Agenda Item III.A.

The Office of Financial Management's instruction for preparation of the 1985-87 Operating Budget requires the University to "build a projected current service level". The PCSL is based on 1984-85 academic year expenditures. To determine 1985-87 biennial request, new programs and activities known as "decision packages" are added to the "projected current service level".

Enrollment growth, maintenance of quality, new programs in Spokane in the health sciences and technology, doctoral degree granting authority in at least three areas and continued improvements in instructional support are the University's highest priorities. Computing needs, improvement in K-12 teaching and rehabilitation of University Physical Plant and grounds complete our list of priorities.

In response to a question from Mr. Shaber, Mr. Hartman outlined the budget building process. Hartman explained that this was a "bottom up" process, beginning with faculty working through their department chairs and deans and finally submitted to the appropriate Vice Presidents. The Vice Presidents then prepare and submit the budgets to the University Planning and Budgeting Committee which includes members of the faculty, students and administration. The budget documents before the Trustees for consideration are the result of this budget building process.

Improvement in faculty salaries is the number one priority of the budget. The budget proposes a 19% increase during the 1985-87 biennium. Salary figures of the twelve peer institutions indicate that EWU faculty members need a 13.1% increase at the start of the 1985-86 fiscal year and a 5.2% increase in the following fiscal year in order to maintain comparability.

Motion #08-02-84: "I move approval of the 1985-87 biennial operating budget recommendation and total budget request of \$91,823,170 as it may be adjusted for changes in the computation of the 'projected current service level' or affected by unanticipated directions from the Office of Financial Management."

Motion by Mrs. Chase, seconded by Mrs. Sonneland, and approved unanimously.

RECESS

Chairman Shaber called a recess at 12:05 p.m., he reconvened the business meeting at 1:10 p.m.

1985-87 CAPITAL BUDGET REQUEST, Agenda Item III.B.

The Office of Financial Management has requested each agency which is planning for capital expenditures between 1985 and 1991 to submit a six year facility and capital plan. Projects included in years one and two will represent the 1985-87 biennium capital budget request and the remaining four years will illustrate a projection of future capital needs. The scheduling of projects over a six year period will be based on the priority of projects as determined by their relationship to program requirements which include life safety and code requirements, and ability to show that the project would decrease current or avoid future additional costs to the state, the agency or users and the availability of funds as forecast by agencies or the Office of Financial Management.

The priority for capital projects is shown in the attachment.

Motion #08-03-84: "I move that the 1985-87 Capital Budget Recommendation be approved".

Motion by Mrs. Reis, seconded by Mrs. Sonneland, and approved unanimously.

The administration was granted authority to modify the operating and capital budget requests should it become necessary to do so to comply with last minute instructions from the Office of Financial Management.

CONTRACT AWARD, REROOFING OF KINGSTON, MORRISON, HOLTER HOUSE AND
THE HIGHER EDUCATION CENTER, Agenda Item III.C.

Motion #08-04-84: "I move that the contract to reroof Kingston, Morrison, Holter House, and the Higher Education Center in the amount of \$215,595 be awarded to the Spokane Roofing Company.

Motion by Mrs. Sonneland, seconded by Mrs. Reis, approved unanimously.

RESOLUTION AUTHORIZING PREPAYMENT OF HOUSING AND URBAN DEVELOPMENT
BONDS, Agenda Item III.D.

Motion #08-05-84: "I move approval of the attached resolution allowing Eastern to participate in the discounted prepayment program as offered by the United States Department of Education and authorization to proceed with the financing necessary to implement the prepayment option".

Motion by Mrs. Chase, seconded by Mrs. Sonneland, approved unanimously.

OLD BUSINESS

Mr. Shaber has been in contact with Bob Case of the Central Washington University Board of Trustees. Mr. Case will pursue the formation of a group designed to coordinate the Trustees communications with the Legislature.

NEW BUSINESS

Mr. Shaber suggested that Board members review the Sunset Report for CPE. He distributed a draft letter and asked for comments and suggestions from Board members. It was agreed that each Board member would contact Mr. Shaber so that a letter could be ready to sign at the next meeting of the Trustees.

EXECUTIVE SESSION

An executive session was called at 3:05 p.m. for the purpose of discussing personnel matters. Chairman Shaber called the meeting back into regular session at 3:40 p.m.

PERSONNEL ACTIONS

Motion #08-06-84: "I move that the personnel actions, including the addendum, be approved."

Motion by Mrs. Sonneland, seconded by Mrs. Chase, approved unanimously.

ADJOURNMENT

The meeting was adjourned at 3:50 p.m.

NEXT MEETING DATE

The next regular meeting of the Board of Trustees will be held on September 27, 1984, at 10:00 a.m. in the PUB Council Chambers.


BERT SHABER, Chairman
Board of Trustees

KENNETH R. DOLAN, Secretary
Board of Trustees

EWU

Memorandum

Attachment III.A.

To: H. George Frederickson, President, Eastern Washington University
From: Russell A. Hartman, Vice President, Business & Finance 
Date: July 24, 1984
Subject: 1985-87 Biennium Operating Budget Request

RECOMMENDED ACTION

It is recommended that the Board of Trustees approve the 1985-87 biennium operating budget request of \$91,823,170 as shown in the attached display by responsibility center. The biennium period is for two fiscal years which starts on July 1, 1985, and closes on June 30, 1987. This educational and general operations budget request includes those university departments and activities that are supported by state operating budget appropriation and general university revenues--the "legislative budget." It does not include auxiliary enterprises, service activities, student assistance programs, and separately sponsored programs received under a grant or contract. The request document must be submitted to the Office of Financial Management on or before September 7, 1984.

BACKGROUND INFORMATION

The preparation of the 1985-87 biennium operating budget request involves several steps or processes before the final product is ready for submission.

Departmental

At the department level the budget requests are initiated, taking into consideration program and workload changes which are anticipated for the next biennium. This "bottom up" process started earlier this calendar year and has received several levels of review before being included in the recommendation for the Board of Trustees.

Responsibility Center

The university uses a responsibility center concept in the allocation and management of budget resources. This process provides allocated funds to each of the major administrators who report directly to the President. Each major administrator has wide flexibility and latitude in the use of these funds to manage those departments and activities for which he is responsible. This method of budgeting provides for strong accountability by each Vice President or Provost, by-passes many of the technical accounting restrictions in the state budgeting process, and allows the shifting of resources into areas of high priority.

Projected Current Service Level (PCSL)

The instructions for the 1985-87 operating budget request include the requirement for each agency "to build to a projected current service level." This PCSL will be used as a base reference point to explain changes necessary to reach budget request levels. More closely defined, the PCSL means the resources required to maintain through the ensuing 1985-87 biennium the service levels and workload level attained during the second year of the current biennium. Those levels will normally be the annual average attained during the second year adjusted only to recognize the addition and operation of new facilities, implementation of new programs, or changes in program definitions. Workload changes, service level changes, and other "decision packages" proposed for the 1985-87 biennium are to be addressed as changes to current services level.

Decision Package

One of the significant elements of the 1985-87 operating budget request is the emphasis on a "decision package" approach to items of change in Eastern's budget request. A decision package is defined as a discrete decision item identifying a specific action or policy proposed for implementation. In this context the decision package approach is being used to explain proposed changes to Eastern's current services level for the 1985-87 budget request. The objective of this approach to summarize cost changes is to highlight the budget decision.

After much discussion and planning sessions the following decision packages, in priority sequence, are presented for inclusion in Eastern's 1985-87 biennium operating budget request.

1. Provide Equity for Faculty Salaries

This decision package for faculty salaries is Eastern's highest priority and proposes a 19.0% increase during the 1985-87 biennium. Salary figures of the twelve peer institutions indicate that Eastern's faculty members need a 13.1% increase at the start of the 1985-86 fiscal year and 5.2% in the following fiscal year in order to maintain comparability.

2. Maintain Quality for Increased Enrollments

Eastern was funded at an enrollment level of 7,000 full-time equivalent (FTE) students in the current 1983-85 biennium. During the first year the actual enrollment was 7,220 FTE, and 7,350 FTE is planned for the current 1984-85 fiscal year. The decision package for next biennium proposes an increase to 7,500 FTE in the 1985-86 fiscal year, and to 8,000 FTE in the 1986-87 fiscal year.

3. Meet Demand for Instructional Services in Spokane

a. Higher Education Center

The instructional services provided by the Higher Education Center continue to be very strongly demanded and increasing

rapidly. Recent developments in business education, health, and a broad range of technologies have increased Spokane's potential for a stronger economy. The increased dollars for the Higher Education Center will be used to maintain the on-going instructional programs, to improve library resources, and to establish a Center for Extended Learning which will serve faculty/business exchange programs, business training, continuing education, and increase counseling as well as support services for the adult student. Increased funds are also proposed for the establishment of Instructional Teleconferencing, the inter-institutional SPHERE program, and the Bureau of Business Research.

b. Health Sciences

Current economic analyses of the Spokane area reveal that health care and human services provide a large portion of the gross county product. Hospital and health care resources in the area include 1,200 hospital beds in the county, 5,000 to 6,000 direct support personnel, along with 700 doctors and staff and 500 dentists.

In addition to providing a significant resource base, the Spokane medical and health sciences community is constantly seeking to provide improved treatment and service while, at the same time, working toward the containment of spiraling health costs. One promising trend is the increased attention given to prevention and rehabilitation in a multi-faceted team setting. Eastern has, over the years, prepared health sciences professionals in nursing (through the ICNE), dental hygiene, communications disorders, and nutrition and dietetics, and will soon begin programs in physical and occupational therapy. Funding of a Human Services/Health Sciences Center in Spokane will provide an opportunity for the university to more effectively join forces with the Spokane medical and health care community to both prepare care givers and health care administrators and to provide a vital community service. Funding will support a facility equipped with classrooms, offices, and laboratory and clinic areas, and will house the university's health sciences programs along with services in special education, psychology, and social work.

c. Technology Programs

Given the importance of technology to the Spokane community, it is necessary to provide postsecondary educational resources to meet the educational, research, and development needs of area-based industry. The proposed programs will provide multiple functions in meeting industry's needs, to include undergraduate and graduate education in technology; a research and development setting replete with research faculty and state-of-the-art laboratories; and an environment in which industry and academia may work together to create, incubate, and exploit the technology transfer possibilities of new ideas and products.

4. Preparation for the Implementation of Doctoral Degrees in Business, Psychology, and Biology (Subject to Legislative/Executive Approval)

This decision package requests funds for the start-up costs of implementing doctoral degrees if legislative approval is granted. The funding will be used for program planning, curriculum and course development, and other general administrative costs associated with a project of this undertaking.

5. Improvement of Instructional Support

- a. Instructional Program

Budget reductions in recent years and inflation factors beyond those recognized by state funding formulas have severely eroded general program support. Funds are needed to restore instructional support levels. Funds requested are for general departmental support, part-time and hourly workers (including student help), and instructional and professional travel.

- b. Library

The Library's budget, because of reductions in allocations in recent years, has fallen behind national averages in volumes held per FTE student and far behind those held by peer institutions. For the 1985-87 biennium budget request, it is proposed that a "catch-up" effort be made to bring Eastern up to the national average (and in the future an effort be made to match the holdings of other Washington institutions). Also included as part of this decision package is an excellence proposal to allow the greater use of electronic technology by staff, students, and faculty.

- c. Equipment - New and Replacement

The necessity for dedicating equipment allocations to Academic Computing has negated staying current with equipment in other areas. While equipment replacement funds are necessary to restore worn-out and obsolete equipment, substantial expenditures are necessary to acquire modern equipment. While needs exist throughout academic program areas, science and technology programs have substantial needs and, therefore, the highest priority.

- d. Student Services

This decision package for Student Services proposes to improve instructional support by fully staffing the positions of Vice Provost for Student Services, Ombudsman/Disabled Services Coordinator, counseling psychologist, vocational counselor, and two clerical staff persons. These positions were either eliminated during the past budget crises and/or have been historically underfunded. The proposed request will also be used to implement a student newsletter, expand the New Student Orientation program,

and provide full funding of the university ID card system. All of the items listed above will aid in the university's retention and recruitment effort, help alleviate the long wait for counseling services, and give students a definite person to see for assistance with problems they might have. Also included in this request are funds to reclassify some of the clerical positions in Financial Aid and to purchase computer updates for the financial aid award packages which will be implemented with the new Student Information System.

6. Meet Existing and Projected Demand in Academic Computing

The decision package for Academic Computing is separate from the decision package for instructional equipment. Academic Computing is the fastest growing demand in the instructional programs within the university. While the Department of Computer Science has significant needs to stay current within the field, the remainder of the university is moving rapidly to computer-aided instruction and the reliance on computing power as a vehicle for obtaining greater efficiency and staying current with disciplines. This decision package would be devoted to the acquisition of hardware, software, maintenance, and support personnel necessary to maintain a modern computing function. By the end of the 1985-87 biennium the university should be able to assure all students and faculty of access to computing equipment with support and response time to maintain efficient computing operations.

7. Initiate K-12 Teacher Improvement Program

Recent national and state studies concerning the quality of education and the qualifications of teachers have indicated clearly that much needs to be done to improve both. Many teachers in the state of Washington (14% at the elementary level, 42% at the middle school/junior high school level, and 28% at the high school level) are teaching in areas for which they have inadequate academic preparation. The situation is more critical in smaller rural school districts. The problem will be compounded as new State Board of Education requirements are implemented which insist that high school students take more courses in certain subject matter areas. Increased emphasis on earlier, rigorous teaching in such areas as mathematics, science, writing, grammar, computer, and foreign language necessitates the retraining of all teachers from kindergarten through senior high school.

Eastern Washington University is proposing a Teacher Staff Development Project which will provide retraining services to all school districts in its service area. Special attention will be given to the needs of rural districts where the problem of teacher qualification is so great. This will be accomplished by utilizing summer academic institutes with follow-up by university personnel through the school year and the use of television, telecommunication, videotape recordings, and computers to provide regular, interactive university courses and workshops to teachers at their school locations. University personnel will work with school personnel to determine the most pressing staff development needs, and the university will provide assistance in those areas.

8. Rehabilitation of Campus Buildings and Grounds

During the 1981-83 biennium, budget reductions were allocated to the Plant Operations and Maintenance program to a greater extent than academic areas. This management decision allowed the university to preserve most academic positions and activities, but it resulted in a deterioration in campus appearance and service levels. Although there has been some improvement in this condition, the quality standards per FTE students have somewhat restricted the adequate funding level which is required to restore campus buildings and grounds to the pre-1981-83 conditions. This decision package to rehabilitate Eastern's facilities will provide the necessary funds for the restoration effort.

9. Updating Administrative Computing

The administrative data processing systems of the university are currently in the process of being replaced by a computer with Fourth Generation Development Tools. This replacement project will affect several student support operations - Admissions, Registrar and Student Records, Advising, Financial Aid, Billing and Receivables, Accounts Payable, Loans Accounting, Alumni, and administrative services in the Computer Center. The conversion project is called the "new student information system" and should be partially implemented this fiscal year. The proposed decision package will allow the support operations to provide the level and quality of service which is required to keep the administrative departments functioning in a responsible, cost-effective manner.

10. Improve Summer Session Enrollment

Although most academic areas were protected during the budget reduction of 1981-83, the summer session funds were cut back by nearly one-third. This decision package proposes to restore the summer session budget to the pre-1981-83 level of 4,100 headcount students.

11. General Workload/Services Improvements

This final decision package proposes to provide funding for general workload increases and improvements in services. Although the current biennium funding contributes to restoring dollars after the 1981-83 crises, many campus operations are still experiencing a shortage in resources to meet continuing needs in addition to projected workload increases.

pm/1W

Eastern Washington University
Educational and General Operations
1985-87 Biennium Operating Budget Request
By Responsibility Center

July, 1984

	Academic Affairs	Extended Programs	Student Services	Business & Finance	President	Subtotal	Continuing Education & Special Equipment	Total	Percent of PCSL
1983-85 Biennium Budget	\$45,570,549	\$2,528,778	\$1,417,470	\$18,537,375	\$653,005	\$68,707,177	\$1,301,000	\$70,008,177	
Percentage by Responsibility Center	65.09%	3.61%	2.02%	26.48%	0.93%	98.14%	1.85%	100.02%	
Adjustments:									
6.7% Salary Increase & Benefits	2,492,812	121,274	75,698	726,390	24,920	3,441,094	0	3,441,094	
1st Year Inflation @ 4.8%	105,684	12,304	3,108	197,961	5,909	324,966	0	324,966	
2nd Year Inflation @ 5.2%	119,986	13,970	3,529	302,254	6,709	446,448	0	446,448	
Comparable Worth Increase & Benefits	13,004	14,400	14,400	18,000	2,400	62,204	0	62,204	
1985-87 Projected Current Service Level (PCSL)	48,302,036	2,690,726	1,514,205	19,781,980	692,943	72,981,890	1,301,000	74,282,890	
Percentage by Responsibility Center	65.02%	3.62%	2.04%	26.63%	0.93%	98.25%	1.75%	100.00%	
1985-87 Requested Decision Packages									
1. Provide Equity for Faculty Salaries						*		*	
2. Maintain Quality for Increased Enrollments									
Year 1: 7,350 to 7,500-Direct Instruction	365,400	0	0	0	0	365,400	0	365,400	0.49%
Instruction Support	105,300	6,500	14,700	10,900	0	137,400	0	137,400	0.18%
Year 2: 7,350 to 8,000-Direct Instruction	1,583,400	0	0	0	0	1,583,400	0	1,583,400	2.13%
Instruction Support	456,500	20,200	63,700	47,000	0	595,400	0	595,400	0.80%
3. Meet Demand for Instructional Services in Spokane:									
a. Higher Education Center	0	498,800	0	0	0	498,800	0	498,800	0.67%
b. Health Sciences	0	1,223,700	0	0	0	1,223,700	0	1,223,700	1.65%
c. Technology Programs	0	1,119,200	0	0	0	1,119,200	0	1,119,200	1.51%
4. Preparation for Implementation of Doctoral Degrees	492,500	0	0	0	0	492,500	0	492,500	0.66%
5. Improvement of Instructional Support:									
a. Instruction Program	1,252,200	0	0	0	0	1,252,200	0	1,252,200	1.69%
b. Library	1,762,000	0	0	0	0	1,762,000	0	1,762,000	2.37%
c. Equipment Replacement	0	0	0	0	0	0	2,931,300	2,931,300	3.95%
d. Student Services	0	0	256,100	0	0	256,100	0	256,100	0.34%
6. Meet Existing/Projected Demand in Academic Computing	1,514,500	0	0	0	0	1,514,500	0	1,514,500	2.04%
7. Initiate K-12 Teacher Improvement Plan	706,500	0	0	0	0	706,500	0	706,500	0.95%
8. Rehabilitation of Campus Buildings and Grounds	0	0	0	1,268,000	0	1,268,000	0	1,268,000	1.71%
9. Update Administrative Computing	43,100	76,200	83,000	234,900	0	437,000	0	437,000	0.59%
10. Improve Summer Session Enrollment	720,500	0	0	0	0	720,500	0	720,500	0.97%
11. General Workload/Program Increase	89,300	207,400	21,200	314,700	43,700	676,300	0	676,300	0.91%
Total 1985-87 Requested Decision Packages	9,091,200	3,159,800	438,700	1,875,500	43,700	14,608,900	2,931,300	17,540,200	23.61%
Percentage by Responsibility Center	51.83%	18.01%	2.50%	10.69%	0.25%	83.29%	16.71%	100.00%	
Percentage Increase Over PCSL	18.82%	117.43%	28.97%	9.48%	6.31%	20.02%	225.32%	23.61%	
Total 1985-87 Biennial Budget Request	\$57,393,236	\$5,850,526	\$1,952,905	\$21,657,480	\$736,643	\$87,590,790	\$4,232,380	\$91,823,170	
Percentage by Responsibility Center	62.50%	6.37%	2.13%	23.59%	0.80%	95.39%	4.61%	100.00%	

* Eastern is requesting a Faculty Salary Increase of 13.1% for 1985-86 and 5.2% for 1986-87. The dollar amount for this decision package is NOT included in the budget request. This practice follows previous instructions from the Office of Financial Management and legislative staff persons.

EWU

Memorandum

Attachment III.B.

To: H. George Frederickson, President, Eastern Washington University

From: Russ Hartman, Vice President, Business & Finance *RH*

Date: July 23, 1984

Subject: 1985-87 Biennium Capital Budget Request

RECOMMENDED ACTION

It is recommended that the Board of Trustees approve the 1985-87 biennium capital budget request of \$21,628,000, as shown in the attached display in priority sequence, and the 1985-91 capital improvement program, commonly referred to as the six-year facility and capital plan. The 1985-87 biennium period starts on July 1, 1985, and closes on June 30, 1987; the 1985-91 capital improvement program begins on July 1, 1985, and ends on June 30, 1991. The request and plan document must be submitted to the Office of Financial Management on or before August 31, 1984.

BACKGROUND INFORMATION

The Office of Financial Management is requesting that each agency which is planning for a capital expenditure between 1985 and 1991 submit a six-year facility and capital plan. Projects included in years one and two will represent the 1985-87 biennium capital budget request, and the remaining four years will illustrate a projection of future capital needs. The scheduling of projects over the six-year period will be based on:

- ° The priority of projects as determined by their relationship to program requirements (which includes life/safety and code requirements).
- ° The ability to show that the project will decrease current or avoid future additional costs to the state, the agency, or users.
- ° The availability of funds as forecast by agencies or the Office of Financial Management.

pm/1W7

Eastern Washington University
1985-87 Biennium Capital Budget Request
and 1985-91 Facility and Capital Plan
Summary

July, 1984

Plan Priority	Project Title	Estimated Total Cost	Prior To 1985-87 Biennium Estimated Expenditures	1985-87 Biennium Planned Expenditures	1987-89 Biennium Planned Expenditures	1989-91 Biennium Planned Expenditures
1	Science Building Addition	\$10,100,000	\$200,000	\$9,900,000	\$0	\$0
2	Sutton Hall Renewal	2,000,000	197,000	1,803,000	0	0
3	Kennedy Library Addition/HVAC	10,020,000	0	20,000	1,700,000	8,300,000
4	Electrical System Renewal	1,500,000	0	1,500,000	0	0
5	Water Storage Distribution System	1,200,000	0	1,200,000	0	0
6	Fire Suppression Systems	3,060,000	0	60,000	2,000,000	1,000,000
7	Energy Conservation	5,000,000	0	1,500,000	2,000,000	1,500,000
8	Roof Replacement	1,200,000	0	600,000	300,000	300,000
9	Higher Education Center	2,200,000	0	1,350,000	650,000	200,000
10	Health Sciences	4,000,000	0	1,500,000	1,500,000	1,000,000
11	Patterson HVAC Renewal	1,515,000	0	15,000	1,500,000	0
12	Science Building Renewal	6,120,000	0	120,000	6,000,000	0
13	Senior Hall Renewal	2,500,000	0	30,000	2,470,000	0
14	Monroe Hall Renewal	2,500,000	0	30,000	2,470,000	0
15	Radio/TV Addition	1,020,000	0	0	20,000	1,000,000
16	Showalter Renewal	1,000,000	0	0	0	1,000,000
17	Music Addition	1,530,000	0	0	30,000	1,500,000
18	Art Building Addition	1,325,000	0	0	25,000	1,300,000
	Total/Subtotal	\$57,790,000	397,000	19,628,000	20,665,000	17,100,000
N/A	Minor Works Request	N/A	N/A	2,000,000	2,000,000	2,000,000
	Biennium Totals		\$397,000	\$21,628,000	\$22,665,000	\$19,100,000

N/A = Not Applicable

EASTERN WASHINGTON UNIVERSITY
1985-87 BIENNIUM CAPITAL BUDGET REQUEST
AND 1985-91 FACILITY AND CAPITAL PLAN
PROJECT DESCRIPTION

July 1984

Plan Priority	Project Title	Estimated Total Cost	Project Description
1	Science Bldg. Addition	\$10,100,000	Construction of an approximately 36,000 square foot addition to the Science Building to house the life/safety hazardous operations including laboratories for using radioactive, biological and chemical hazardous materials. Includes utilities extensions. Remodeling of existing Science Building proposed for 1987-89 biennium.
2	Sutton Hall Renewal	\$ 2,000,000	Provides for completion of the renovation of the existing structure to be utilized by the School of Mathematical Science and Technology. Construction demolition of the building's interior is complete and construction documents are ready for bidding. Construction requested for 1985-87.
3	Kennedy Library Addition/HVAC	\$10,020,000	Construction of approximately 52,000 square feet to accommodate the growth of the Library book collection and Instructional Media Center growth due to increased program needs and increased use by students. Provides for remodeling of existing interior spaces, inclusion of energy conservation measures, and extension of utilities from existing tunnels. Provides for upgrading the existing HVAC system to provide "state of the art" energy efficient systems. The existing HVAC system has obsolete controls and a less-than-desirable system that skimped on quality to save initial construction funds. The results are gross inefficiency and a control system that cannot be effectively maintained because of its obsolescence.
4	Electrical System Renewal	\$ 1,500,000	Provides for replacement of hazardous PCB transformers and replacement of 40-year old 4KV system and transformers with a 13.2 KV system and transformers to be compatible with the 13.2 KV system installed over the past 15 years.

EASTERN WASHINGTON UNIVERSITY
1985-87 BIENNIUM CAPITAL BUDGET REQUEST
AND 1985-91 FACILITY AND CAPITAL PLAN
PROJECT DESCRIPTION

July 1984

<u>Plan Priority</u>	<u>Project Title</u>	<u>Estimated Total Cost</u>	<u>Project Description</u>
5	Water Storage and Distribution System	\$ 1,200,000	Construct a 1,000,000 gallon water storage tank and system water line improvements in accordance with the water system study to provide water availability for fire suppression and capability within the lines to handle the fire flow requirements.
6	Fire Suppression System	\$ 3,060,000	Provides for construction of fire suppression systems in all buildings. The first phase is planning to determine need and type of system required with subsequent phasing of the total project.
7	Energy Conservation	\$ 5,000,000	Implements the campus energy audit findings for improvement of efficiency of building envelopes and systems, and improvements to the central boiler and chiller plant. This provides for technical assistance studies and construction drawings in phased construction over three biennia.
8	Roof Replacement	\$ 1,200,000	Provides for a planned campus roof replacement on the basis of known roof conditions, age of roof and estimated life expectancies. Immediate future needs place Science Hall and Isle Hall as 85/87 biennium priorities.
9	Higher Education Center	\$ 2,200,000	This project provides for increasing space availability at the Higher Education Center by closing in the under-building parking area for classrooms and bookstore, adding a fire escape tower to allow additional classroom space on the third and fourth floors, miscellaneous improvements to student study and leisure areas and HVAC system energy efficiency improvements and purchase of the adjacent lot for parking and future Higher Education Center expansion.

EASTERN WASHINGTON UNIVERSITY
1985-87 BIENNIUM CAPITAL BUDGET REQUEST
AND 1985-91 FACILITY AND CAPITAL PLAN
PROJECT DESCRIPTION

July 1984

<u>Plan Priority</u>	<u>Project Title</u>	<u>Estimated Total Cost</u>	<u>Project Description</u>
10	Health Sciences	\$ 4,000,000	The lease period at the Paulsen Building in Spokane is ending in 1985. The present space is insufficient to house the School of Health Science programs projected for 1985. This project provides for the lease, lease/purchase or purchase of a 40,000 square foot facility space in Spokane to house the School of Health Science programs.
11	Patterson HVAC Renewal	\$ 1,515,000	Provides for additional duct work, mixing boxes, fan, motor and control systems renovations to upgrade and remove obsolete portions of the HVAC systems for more efficient operations. Phased for planning in 85/87 and construction in 87/89.
12	Science Building Renewal	\$ 6,120,000	Provides for follow-on construction requirements for remodel and additional space for the completion of the Science Building add concept. The existing building is anticipated to be changed internally to support the Science addition with non-hazardous activities for office space, classroom, study areas, etc. Phased for planning in 85/87 and construction in 87/89.
13	Senior Hall Renewal	\$ 2,500,000	Provides for renewal of electrical, HVAC, and plumbing systems to accommodate the academic use of the program presently occupying the building. Building space to be renovated for classroom, labs, and offices of the School of Social Work. Phased for planning in 85/87 and construction in 87/89.
14	Monroe Hall Renewal	\$ 2,500,000	Provides for renewal of building plumbing, electrical, and HVAC to serve the building occupants consisting of Black Studies, Chicano Studies, Women's Center, and Center for Extended Learning. These programs are essential, and the building requires renewal due to its 60-year age. Phased for planning in 85/87 and construction in 87/89.

EASTERN WASHINGTON UNIVERSITY
1985-87 BIENNIUM CAPITAL BUDGET REQUEST
AND 1985-91 FACILITY AND CAPITAL PLAN
PROJECT DESCRIPTION

July 1984

<u>Plan Priority</u>	<u>Project Title</u>	<u>Estimated Total Cost</u>	<u>Project Description</u>
15	Radio/TV Addition	\$ 1,020,000	Provides for the construction of an 8,000 square foot studio addition and offices for use as teaching laboratory for Radio/Television majors.
16	Showalter Renewal	\$ 1,000,000	Provides for renewal of electrical, plumbing, and HVAC systems, upgrading the building envelope for energy conservation efficiency and office remodeling. Phased for planning in 87/89 and construction in 89/91.
17	Music Addition	\$ 1,530,000	Provides for a 24,000 square foot addition to the Music Building for projected increasing program requirements. Phased for 87/89 and construction in 89/91.
18	Art Building Addition	\$ 1,325,000	Provides for a 16,000 square foot addition to the Art Building to provide for projected increasing program requirements in photography, ceramics, and studios. Phased for planning in 87/89 and construction in 89/91.

EASTERN WASHINGTON UNIVERSITY
1985-87 BIENNIUM CAPITAL BUDGET REQUEST
AND 1985-91 FACILITY AND CAPITAL PLAN

July 1984

MINOR WORKS REQUEST
FOR 1985-87

<u>LOCATION</u>	<u>ROOM</u>	<u>ESTIMATED COST</u>	<u>DESCRIPTION</u>
Life/Safety Minor Projects:			
Art	114	\$ 15,000	Misc. changes
Music	Prac. Rms./142	6,000	Sound attenuation/vents
RTV	112	5,000	Modify light battan
Biology	235D,238,230,240,242	1,500	Plumbing rehab.
Reid School	Art Room	2,000	Install hood for kiln
Hargreaves	3rd Floor classrooms	30,000	Vents
Music	Light control	80,000	Replace light control system
Monroe	Lavatories	30,000	Replace
Music	Piano lab	3,000	Install conduit
Campus		10,000	Cover exterior steps PUB/Sci
Martin		7,500	Mechanical room access
Pavilion		11,000	Security screen/stairs Reese Ct.
Tunnels		150,000	Replace steam expans. joints
Science	252,297,288	3,500	Electric circuits/lights
Campus		30,000	Replace broken sidewalks
Campus		15,000	Replace cond. pumps/tanks
Campus		25,000	Fire sensors, detectors, etc.
Campus		25,000	Replace exterior lighting
Campus		8,000	Resurface tennis courts
Fieldhouse		10,000	Replace ballasts
Surbeck		8,000	Drainage at fuel tanks
Subtotal -- Life/Safety Minor Projects		<u>475,500</u>	

<u>LOCATION</u>	<u>ROOM</u>	<u>ESTIMATED COST</u>	<u>DESCRIPTION</u>
Handicapped Improvements and Minor Projects:			
Senior	Elevator	180,000	Install 3 stop elevators
Music	216/23	4,000	Handicap access
Campus		3,000	Handicap ramp/10th & Cedar
Campus		3,000	Handicap entrance - Elm St.
Campus			Handicap accessibility, modifi- cations
		25,000	
Subtotal -- Handicapped Improvements and Minor Projects		<u>215,000</u>	
Renewal and Energy Minor Projects:			
Reid	10,30,40,50,60	9,000	Replace sinks/traps
Cheney Hall	Power lab	40,000	Remodel
Campus		20,000	Replace irrigation
Campus		15,000	Correct clock system
Senior		5,000	Rezone heating system
HPE II		240,000	Cover upper walkway
Woodward Field		350,000	Resurface/repl. track/infield
Various buildings		20,000	HVAC parts replacement
Pavilion		16,000	Miscellaneous repairs
HPE II		30,000	Handball cts./replace end walls
Various buildings		23,000	Replace drapes and blackout blinds
Various buildings		70,000	Replace flooring
Various buildings		15,000	Replace chalkboards
Pearce		60,000	Replace telephone syst. trnsmters.
Campus		141,500	Renovation of roads/grounds
Various buildings		18,000	Replace entrance doors
Red Barn		4,000	Replace police base radio station
Martin		2,000	Replace exist. rollup door
Campus		100,000	Bldg. masonry renewal
Subtotal -- Renewal and Energy Minor Projects		<u>1,178,500</u>	


<u>LOCATION</u>	<u>ROOM</u>	<u>ESTIMATED COST</u>	<u>DESCRIPTION</u>
Program Requirements Minor Projects:			
Showalter	Controller	25,000	Office changes
Senior	203	8,000	Remodel for word processor
Monroe		25,000	Various changes
Williamson		25,000	Various changes
Hargreaves	129	1,000	Install counter, shelves
Science		5,000	Various changes
Patterson	311	5,000	Provide 20 carrels
Hargreaves	Third floor	6,000	Eliminate noise transfer
Kennedy	204	7,000	Remodel area
Cheney		5,000	Remodel/increase office space
Campus		8,000	Exterior electrical changes
HPE II		1,000	Replace plexi-glass in doors
Campus		10,000	Planning
Subtotal -- Program Requirements Minor Projects		<u>131,000</u>	
Total Minor Works Request for 1985-87		<u><u>\$2,000,000</u></u>	

EWU

Memorandum

Attachment III.C.

To: Dr. H. George Frederickson, President

From: Russ Hartman, Vice President for Business and Finance 

Date: July 23, 1984

Subject: August BOT Agenda Item

The bid opening for the reroofing of Kingston, Morrison, Holter House, and the Higher Education Center is scheduled for July 26. Therefore, the results will not be available for inclusion in the Board packet but will be sent to the Board members under separate cover as soon as possible after the 26th.

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EWU

Memorandum

To: H. George Frederickson, President, Eastern Washington University

From: Russ Hartman, Vice President of Business & Finance *RH*

Date: July 20, 1984

Subject: Resolution for Application to Department of Education

RECOMMENDED ACTION

It is recommended that the Board of Trustees approve the attached resolution which allows Eastern to participate in the discounted prepayment program as offered by the United States Department of Education.

JUSTIFICATION FOR RECOMMENDED ACTION

The Department of Education has indicated in the application procedures that:

- ° The governing board of the institution must approve a resolution requesting the opportunity to prepay the loans at a discount.

BACKGROUND INFORMATION

The Department of Education has proposed regulations that allow colleges and universities with outstanding College Housing Loans to prepay these loans at a discount. (The loans were originally issued by Housing and Urban Development at low interest rates.) The proposed rules are designed to carry out an amendment to the Housing Act of 1950 that Congress approved last fall as a result of the Department of Education Appropriation Act of 1984 (Section 308 of Public Law 98-139). Final rules are currently in the process of being published and these final rules may affect the attractiveness of the prepayment program. Communications with federal officials indicate that tax-exempt bonds will not be allowed. Considering this condition, the benefit to Eastern will depend on the mix of several factors - available cash, allowable present value discount rate, and refunding bond rate.

Conditions of Prepayment

The legislation allows the Department of Education to discount College Housing loans under the following conditions:

- ° The discount is based on the yield on outstanding marketable obligations of the United States with maturities comparable to the remaining repayment schedule of the housing loan;
- ° The discounted prepayment is paid in full prior to October 1, 1984;
- ° The prepayment is made from nonfederal sources;

- ° The college or university assures the Secretary of Education that the housing or other educational facility will be used for educational purposes;
- ° The prepayment amount is in the best financial interest of the federal government.

Application Procedures

The Department of Education plans to require the following procedures to apply for a discounted prepayment:

- ° The governing board of the institution must approve a resolution requesting the opportunity to prepay the loans at a discount;
- ° The institution must send to the Department of Education the request for the discounted prepayment;
- ° A contract will be sent back to the institution, and it will include the amount to be paid by the institution;
- ° The institution sends the prepayment via electronic funds transfer, the Department of Education will not accept checks, and the prepayment must be made in full on or before September 30, 1984.

Eastern's Possible Participation

Eastern has five College Housing loans at low interest rates of 3% to 3.75% which qualify for the prepayment program: Housing & Dining Bonds Issues of 1964 (A & B), 1965, 1966, and the Student Activities Bond Issue of 1969, Series A. The original amount of these issues totaled \$7,574,000, and the current outstanding principal amount is \$5,768,000. The principal and interest payments to maturity (year 2006) will total nearly \$7,900,000.

The discount procedures of the proposed rules state that the prepayment amount required to satisfy this \$7,900,000 debt is calculated by using a present value formula. Assuming a 12% interest rate, the total prepayment amount equals approximately \$3,400,00 for a percent discount of nearly 57%.

However, in order to pay this prepayment amount of \$3,400,000, Eastern will need to secure funds by using the reserve funds of the five bond issues and by issuing new bonds. This refunding bond issue would be subject to current market rates. The five bonds issues may also be prepaid separately rather than as a total prepayment.

Eastern Washington University

R E S O L U T I O N

WHEREAS, it may be advisable and to the best interest of Eastern Washington University and its students to request the opportunity to prepay outstanding loans at a discount. This action to prepay is offered by the United States Department of Education as a result of the Department of Education Appropriation Act of 1984 (Section 308 of P.L. 98-139); and

WHEREAS, there are five outstanding bond issues which were issued by Eastern Washington University as part of the College Housing loan program:

<u>Bond Issue</u>	<u>Project Number</u>	<u>Original Amount</u>	<u>Current Outstanding Amount</u>
Housing and Dining Facilities Bonds:			
1964 Series A	WAS-45-CH 0066A	\$2,092,000	\$1,942,000
1964 Series B	WAS-45-CH 0066B	1,384,000	965,000
1965 Series	WAS-45-CH 0076	1,813,000	1,251,000
1966 Series	WAS-45-CH 0066-1966	1,785,000	1,305,000
Student Activity Facilities Bonds:			
1969 Series B	WAS-45-CH 0079	500,000	305,000
Total		<u>\$7,574,000</u>	<u>\$5,768,000</u>

WHEREAS, the debt service requirements on these bond issues are current and the bonds are not in default;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Eastern Washington University as follows:

Section 1. Upon the execution of this Resolution, the University may make official application to U.S. Department of Education to prepay outstanding College Housing Loans at a discount.

Section 2. Each bond issue may be reviewed separately to determine the benefits, if any, of the discounted prepayment to the University.

PASSED AND APPROVED by the Board of Trustees of Eastern Washington University at a meeting thereof duly and regularly held this ____ day of _____, 1984, after notice of such meeting given in the manner required by law.

Chairman of the Board of Trustees

ATTEST:

Secretary of the Board of Trustees

PERSONNEL ACTIONS

August 2, 1984

Academic

1. Appointments - 1984-85 Academic Year

Barclay, Richard D., Adjunct Associate Professor of Biology, academic year.

(B.A., Vanderbilt University; M.S., University of Idaho; Ph.D., Washington State University)

Blakley, Gerald A., Adjunct Professor of Biology and Psychology, academic year. Salary: \$2,974.

Campbell, Douglas L., Adjunct Assistant Professor of Biology, academic year.

(B.A., M.S., University of Washington)

Gibian, Jill L., Assistant Professor of Spanish, academic year, term appointment. Salary: \$17,746.

(A.B.D., State University of New York at Binghamton; Ph.D. anticipated December, 1984)

Gosnold, Jayne Hathcock, Adjunct Instructor of Clinical Psychology, Richland Psychology Program, academic year.

(B.A., West Georgia College; M.Ed., Georgia State University)

Hardin, John A., Assistant Professor of Black Studies, academic year, probationary appointment. Salary: \$22,194.

(B.A., Bellarmine College; M.A., Fisk University; Ph.D. anticipated September, 1984)

Ihm, Heung-Soon, Adjunct Assistant Professor of Computer Science, academic year.

(B.S., Seoul National University; M.S., Ph.D., University of Texas at Dallas)

Leander, Richard, Athletic Trainer in the Department of Health, Physical Education and Athletics, academic year 1984-85, beginning August 15, 1984, special faculty appointment. Ten-month salary base: \$17,500.

(B.A., Eastern Washington University)

Lewis, Gavin R., Associate Professor of Music and Director of Bands, academic year, term appointment. Salary: \$25,918 (ten-month appointment).

(B.A., University of Wisconsin; M.A., University of Iowa)

McClelland, Robert W., Associate Professor of Social Work and Human Services, academic year, term appointment. Salary: \$25,500.

(M.S.W., Master of Public Health, University of Michigan)

Montano, Luis, Assistant Professor of Chicano Studies, academic year, term appointment. Salary: \$17,000.

(B.A., M.A., New Mexico Highlands University; M.F.A., Washington State University)

Nellis, Lee, Assistant Professor of Urban and Regional Planning,
academic year, term appointment. Salary: \$22,000.
(B.A., University of Wyoming; M.A., University of Wisconsin)

Rader, Gary M., Associate Professor of Computer Science, academic
year, probationary appointment. Salary: \$29,323.
(B.A., M.A., Ph.D., University of Pennsylvania)

Ratti, John T., Adjunct Assistant Professor of Biology, academic
year.
(B.S., Indiana State University; M.S., Ph.D., Utah State University)

Thompson, Marybelle B., Adjunct Associate Professor of Biology,
academic year.
(B.S., Northwest Missouri State University; M.A., Central Michigan
University)

Wainwright, Nancy A., Assistant Professor of Business Law, academic
year, term appointment. Salary: \$21,151.
(B.A., University of Hawaii; J.D., Gonzaga University)

2. Change of Status/Continuation of Special Appointment

Elton, Robert H., Professor of Psychology, cancellation of leave of
absence without pay for the 1984-85 academic year.

Robinson, Stanley F., Professor of Mathematics and Computer Science,
appointment as Chairman, Department of Computer Science, for a
three-year term beginning September 1, 1984 and ending August 31,
1987.

Stone, Wesley C., Professor of Mathematics and Computer Science,
appointment as Chairman, Department of Mathematics, for a two-
year term beginning September 1, 1984 and ending August 31, 1986.

3. Leave of Absence (without pay)

Estock, Mark V., Instructor in Mathematics - Learning Skills Center,
leave of absence (without pay) for the 1984-85 academic year.

Zirinsky, Hendriekje B., Associate Professor of English, leave of
absence (without pay) for the 1984-85 academic year.

4. Professional Leave

Bell, David S., Professor of Government
- three quarters

5. Retention of Non-Tenured Faculty

Hawkins, Jean, Instructor in Reading - Learning Skills Center
- Term Contract

Sterner, Dennis W., Assistant Professor of Education
- Probationary Contract

6. Sick Leave

Wiley, Don D., Professor of Education, paid sick leave for the period
June 18, 1984 through August 10, 1984.

7. Appointing Authority for Fall 1984

The Board of Trustees authorizes the hiring of up to six faculty members
to complete the staff for Fall Quarter.

Administrative

1. Appointments

Baumann, Charles H., reappointment as University Librarian, five-year term effective July 1, 1984.

Esparza, Ysidro, reappointment as Acting Director for the Chicano Studies Program, effective September 1, 1984. Twelve-month salary base: \$25,470.

Healy, Sally L., term appointment as Administrative Secretary (President's Office) effective July 23, 1984 and ending June 15, 1985. Salary: \$1,375 per month.

Richards, Larry E., appointment as Coordinator of Academic Computer Services for the School of Business, effective September 1, 1984. Ten-month salary base: \$23,192.

2. Professional Leave

Donen, Jerome S., Director, Instructional Media Center - 1984-85 fiscal year.

3. Termination

Rodeffer, Mike, Archaeologist III with Archeological and Historical Services, termination due to lack of work effective August 3, 1984.

ADDENDUM TO PERSONNEL ACTIONS

August 2, 1984

Academic

1. Appointments - 1984-85 Academic Year

Buchanan, John P., Assistant Professor of Geology, academic year, term appointment. Salary: \$17,746.

(B.S., Southern Illinois University; M.S., Colorado State University; Ph.D. anticipated September, 1984)

Sirjani, Elizabeth Ann, Director, Mathematics Basic Skills Program/
Instructor, Learning Skills Center, academic year, term appointment.
Salary: \$15,000.

(B.A., Michigan State University)

Wynn, Debra, Catalog Librarian with the rank of Librarian I for the term
September 5, 1984 through June 14, 1985. Annual salary: \$16,108.

(B.A., University of Oregon; M.A. anticipated August, 1984)

2. Change of Status/Continuation of Special Appointment

Kass, Henry D., Professor of Government, appointment as Director, Public
Administration Program, for a two-year term effective September, 1984.

3. Leave of Absence (without pay)

Wallace, Susan E., Librarian III, leave of absence (without pay) for the
period August 1-24, 1984.

4. Administrative Exempt

Miller, Gary C., Director for Plant Services, effective
date August 20, 1984. Salary: \$34,000 annually.

Smith, Michael, Coordinator of Student Activities, 12-month
contract, effective July 1, 1984. Salary: \$19,228.00
annually.