

11-10-1987

Board of Trustees Minutes, November 10, 1987

Eastern Washington University

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NOTICE OF SPECIAL MEETING

Agenda
Board of Trustees
Eastern Washington University
November 10, 1987
2:00 p.m., PUB Council Chambers

- I. Call to Order
- II. Quorum Call
- III. Discussion on HEC Board Master Plan

Minutes
Eastern Washington University
Board of Trustees
November 10, 1987

The board of trustees of Eastern Washington University held a special meeting on November 10, 1987, at 2:00 p.m. at the EWU Pence Union Building, Commuter Lounge.

Board Members Present

Ms. Kathryn Bannai
Mrs. Jean L. Beschel
Mrs. Eleanor E. Chase
Mr. John V. Geraghty, Jr., chair
Mr. Michael C. Ormsby
Mr. Bert Shaber

Staff Present

Dr. Phillip S. Beukema, vice president for academic affairs
Dr. Frank L. Borelli, vice president for student services
Dr. Steven B. Christopher, vice provost for academic affairs
Mr. Kenneth R. Dolan, executive assistant to the president
Dr. Robert J. Gariepy, dean, honors program
Dr. Ernest H. Gilmour, acting vice provost for graduate studies
Mr. Russell A. Hartman, vice president for business and finance
Dr. Gregory W. Hawkins, acting dean, fine arts
Dr. John F. O'Neill, dean, social work
Dr. Keetje J. Ramo, president, Faculty Organization
Mr. Patrick C. Rast, president, WFSE
Dr. Alexander F. Schilt, president
Dr. Duane G. Thompson, special assistant to the president

Faculty Present

Dr. Robert E. Gibbs, professor, physics
Dr. Elroy C. McDermott, professor, marketing

Students Present

Ms. Joyce M. Zenner, president, ASEWU

Media Present

Ms. Doreen Simon, editor, Easterner

Special Meeting

Mr. Geraghty called the special meeting to order at 2:10 p.m. The purpose of this meeting was to evaluate the impact of the Higher Education Coordinating Board's master plan on Eastern Washington University. An executive session was announced for

3:30 to 4:30 p.m. for the purpose of discussing the acquisition of real property.

Western Washington University Memorial

Mrs. Beschel asked that an official statement of condolences be sent to the trustees, faculty, staff and students of WWU in remembrance of President Ross, and Vice Presidents Cole and Delille.

HEC Board Master Plan

President Schilt noted that the presidents at the last meeting of the Council of Presidents (COP) had agreed to work toward developing a single system-wide response to the master plan. They felt that by combining their concerns into one document, it would be more likely to influence the members of the HEC Board. This approach would not preclude institutions from making individual responses to those areas which were not covered by the joint response or, in some ways, inadequately addressed in the joint response. This would not preclude trustees or regents from making individual or collective responses to the plan.

Institutional responses to the plan are to be submitted to the HEC Board so that the responses and the master plan can be submitted to the governor and the legislature by December 1, 1987.

Executive Session

An executive session was held from 3:30 until 4:00 p.m. to discuss the issues of real property.

HEC Board Master Plan, cont'd

During the discussion that followed, individual recommendations and goals of the plan were reviewed by administration and faculty leadership. (See notes for text of this discussion.) Following the discussion of the master plan, the board directed that the following points be made in the university's response to the master plan:

(1) The plan should be sensitive to issues concerning access to higher education for racial and ethnic minorities, the handi-capped and older students.

(2) Regarding the SAFE funding plan, peer institutions need to be reviewed if the SAFE funding plan is to provide adequate resources.

(3) The plan needs to assure that admissions standards for non-traditional students be flexible to accommodate the demands.

(4) Research activities at the regional universities should not be narrowly construed as being allowable only if related to classroom instruction. Applied research and some theoretical research must be encouraged at the comprehensive universities.

(5) Regarding accountability, nationally normed or locally developed tests designed to measure the quality of education received at the various institutions should not be employed without careful evaluation.

Executive Session

An executive session was held from 3:30 until 4:00 p.m. to discuss the issues of real property.

Adjournment

The meeting adjourned at 5:10 p.m.

John V. Geraghty
Chair

Kenneth R. Dolan
Secretary

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Minutes
Eastern Washington University
Board of Trustees
December 3, 1987

The board of trustees of Eastern Washington University held its regular meeting on Thursday, December 3, 1987, at 9:00 a.m. in the Pence Union Building.

Board Members Present

Ms. Kathryn Bannai
Mrs. Jean L. Beschel
Mrs. Eleanor E. Chase
Mr. John V. Geraghty, Jr., chair
Mr. Joe W. Jackson
Mr. James L. Kirschbaum
Mr. Michael C. Ormsby

Staff Present

Dr. Charles H. Baumann, university librarian
Dr. Phillip L. Beukema, acting vice president, academic affairs
Dr. Frank L. Borelli, vice president, student services
Dr. Steven B. Christopher, vice provost, academic affairs
Mr. Kenneth R. Dolan, executive assistant to the president
Dr. Robert H. Elton, acting dean, health sciences
Dr. Robert E. Gibbs, professor, physics
Mr. Mike Grant, assistant attorney general
Ms. Sara Hakim, library technician
Mr. Russell A. Hartman, vice president, business and finance
Dr. Gregory W. Hawkins, acting dean, fine arts
Mr. Fred S. Johns, acting vice president, extended programs
Ms. Jane Kavanagh, director, annual giving
Ms. Leslie A. Kelly, information specialist
Ms. Ann M. Kienholz, administrative secretary to the president
Dr. John F. O'Neill, dean, social work
Mr. Don G. Manson, business manager, business and finance
Mrs. Dana L. Parker, secretary, history
Mr. Patrick C. Rast, president, WFSE
Dr. Alexander F. Schilt, president
Mr. William J. Shaw, director, financial services
Dr. Duane G. Thompson, special assistant to the president

Guests Present

Mr. Dale Lamphere, director, Cheney Chamber of Commerce
Mr. Jim Reinbold, city administrator, Cheney
Mr. Chuck Zahara, chairman, Small Business Council, Spokane Area
Chamber of Commerce

Faculty Present

Dr. Robert E. Gibbs, professor, physics
Dr. Robert B. Olafson, chair, English
Dr. Keetjie J. Ramo, president, Faculty Organization

Students Present

Ms. Joyce M. Zenner, president, ASEWU

Media Present

Mr. Kevin Hanson, Cheney Free Press
Mr. Wayne Havrelly, KHQ
Mr. Jim Sparks, Spokesman-Review/Chronicle

Business Meeting

Mr. Geraghty called the business meeting to order at 9:05 a.m. A quorum was present.

Mr. Kirschbaum was welcomed as a new board member, succeeding Mr. Bert Shaber. Mr. Geraghty praised Mr. Shaber's devotion to EWU, his candor and his knowledge of higher education. Mr. Shaber served six years on the board and served as chair during the '83-'84 academic year.

Motion #12-03-87: "I move that Mr. Bert Shaber be made a member emeritus of the Eastern Washington University board of trustees."

Motion by Mrs. Beschel, seconded by Mr. Ormsby, approved unanimously.

Board of Trustees, Agenda Item III.A.

Mrs. Beschel:

The EWU Women's Center held a reception marking ten years of service. The Museum of Anthropology at EWU recently held its grand opening. The radio station, KEWU-FM, had its first anniversary.

President's Reports

University, Agenda Item III.B.1.

Dr. Schilt:

The HEC Board master plan has been completed and sent to the governor and the legislature. Its fate will be determined by the legislature during the upcoming session.

The university's legislative team consists of Chairman Russ Hartman, George Durrie, Elroy McDermott, Judy Samples, Doug

Vinzant, Tony Anderson and Ken Dolan. Dr. Schilt and members of the board of trustees will also have involvement when appropriate.

Mr. Jackson:

Dr. Schilt visited the Tri Cities on December 1 and 2. Activities included receptions for school and education service district superintendents, EWU education department representatives, Tri Cities EWU alumni and 21 graduates of the social work program.

He also met with Alex Lindsay, president of Kaiser Engineers at Hanford; Dr. Jerry Finnigan of the Tri Cities University Center; Dr. Fred L. Esvelt, president of Columbia Basin College; community leaders; legislators; and the Pasco-Kennewick Rotary Club.

Dr. Schilt:

The responsibility of EWU in the Tri Cities is to complete the commitments to the 300 currently enrolled students, cooperate with other institutions in the Tri Cities and comply with the HEC Board master plan as it relates to programming in the Tri Cities.

Faculty Organization, Agenda Item II.B.2.

Dr. Ramo:

The faculty salary increase will be effective on March 1, 1988. It was legislative intent to continue the 4.5% increase across the board, which is consistent with the actions of the other universities, and apply the additional 3.1% according to the institution's salary plan. The Faculty Senate endorsed this procedure.

Shared governance is working well under the new administration.

At the last meeting, the Faculty Senate approved the proposed comprehensive planning process and reorganization in computing.

The senate passed a resolution establishing a committee to work with the board in developing a process for presidential evaluation.

In response to a suggestion at the fall planning retreat, a task force has been established to deal with personnel issues. Members consist of Dr. James L. Hanegan, professor of biology; Ms. Lisa Brown, associate professor of economics; Dr. William D. Thomas, associate professor of English; Ms. Cyndi Garvin, assistant professor of dental hygiene; Dr. C. Webb Coffee, professor of music; Dr. Niel T. Zimmerman, dean, public affairs; and Dr. William K. Katz, dean, human learning and development.

Associated Students, Agenda Item III.B.3.

See attachment III.B.3.

Information Items

Northwest Association of Schools and Colleges Accreditation Report, Agenda Item IV.E.

Dr. Beukema:

The university is evaluated for re-accreditation every 10 years by the Northwest Association of Schools and Colleges (NWASC).

A steering committee made up of faculty, staff and students has been meeting monthly, or more frequently, since March, 1986. Under the chairmanship of Dr. Charles Baumann, university librarian, the committee has prepared a report. The report is being written by President Emeritus Emerson Shuck.

The NWASC accreditation will visit the campus April 13-15. On June 15, the team's report will be submitted to the NWASC. The final document is expected to be 320 pages.

Motion #12-02-87: "I move that the trustees receive the university's self-study accreditation report and that it be submitted to the Northwest Association of Schools and Colleges."

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

The meeting recessed from 10:45 a.m. to 10:55 a.m.

Planning Process, Agenda Item III.C.

A university-wide planning process is being developed. See Appendix I. The EWU 2000 plan will be incorporated into this process. The planning process will be consultative and will include all major university constituents. Trustee Beschel urged that board members' views on broad policy issues be considered in the planning process.

Action Items

Minutes of October 15, 1987, Agenda Item IV.A.

Motion #12-03-87: "I move that the minutes of October 15, 1987, be approved as corrected."

Motion by Mrs. Beschel, seconded by Ms. Bannai, approved unanimously.

1988 Board of Trustees Schedule, Agenda Item IV.B.

Motion #12-04-87: "I move that the proposed 1988 board of trustees schedule be approved."

Motion by Mr. Ormsby, seconded by Mrs. Beschel, approved unanimously.

Joint Center for Higher Education Board Members' Terms of Appointment, Agenda Item IV.C.

Mr. Geraghty:

The regents of WSU and the board of trustees of EWU are each entitled to appoint two individuals to the Spokane Joint Center board. Eastern's appointments are Mrs. Holly Sonneland and Mr. Rob Higgins, each currently serving open-ended terms. Dr. Max Snyder, executive director of the board, has conveyed the Joint Center board's interest in establishing terms of appointment for each member of the board. Currently, those individuals appointed at large serve four-year terms. It is the recommendation of the Joint Center board that all appointees ultimately serve four-year terms. To establish this schedule and to maintain continuity on the board, it is the board's recommendation that one of our current appointees be assigned to a two-year term which would expire December 31, 1987, and that our other appointee be named to a four-year term which would expire December 31, 1989.

Motion #12-05-87: "I move that Holly Sonneland be named to the term expiring December 31, 1987, and that Rob Higgins be appointed to the term expiring December 31, 1989. I further move that Mrs. Sonneland be asked to serve a four-year term beginning January 1, 1988, through December 31, 1991."

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

EWU Board of Trustees Representation on EWU Foundation Executive Committee and Board, Agenda Item IV.D.

Motion #12-06-87: "I move that Jean Beschel continue as the executive committee representative of the EWU Foundation."

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

Mr. Geraghty will replace Mr. Ormsby as the member at large.

Ratification of Lease Agreement for President's Residence, Agenda
Item IV.F.1.

Mr. Hartman:

The lease agreement of the president's residence has been approved by the HEC Board, the Office of Financial Management and the Department of General Administration. The lessor is the EWU Foundation and the lessee is EWU. The property involved is located at South 1620 Upper Terrace Road, Spokane, WA 99203. The lease begins December 15, 1987, and extends through December 14, 1992, with two renewal options. The cost is \$2,132 per month. The university is responsible for utilities, maintenance, insurance, taxes, etc. Occupancy is expected December 21.

Motion #12-07-87: "I move that the lease between the EWU Foundation and the board of trustees for the house at South 1620 Upper Terrace Road be approved."

Motion by Mr. Jackson, seconded by Mr. Kirschbaum, approved unanimously.

Acceptance of Contract No. AE-85-02G, Roof Replacement, Phase I,
Attachment IV.F.2.

Mr. Hartman:

This contract included the reroofing of Isle and Rowles Halls. The contract was awarded to Kruger Sheet Metal Company. The architectural consultant was Northwest Architectural Company of Spokane. The contract was awarded July 17, 1986, and the work was essentially completed on November 18, 1987. The original contract was in the amount of \$197,534. Change orders added \$7,513.37 for a final contract amount of \$205,047.37.

Motion #12-08-87: "I move to accept contract No. AE-85-02G for roof replacement of Phase I, as presented."

Motion by Mr. Ormsby, seconded by Mrs. Chase, approved unanimously.

Grants and Contracts Report, Agenda Item V.A.

Dr. Schilt:

"Proposals Submitted" falls under the category of sponsored research. There is a direct correlation between sponsored research and the number of proposals submitted. The faculty are to be commended for their endeavors.

As part of their contractual obligation, faculty are given release time to perform research, in addition to their teaching duties.

Grounds Storage Building Doors, Contract Award, Project No.
AD-87-04, Agenda Item V.B.1.

Mr. Manson:

This project includes the insulation of two electrically operated overhead doors and one exterior side door for the grounds' storage building located in the Surbeck building complex. The contract was awarded on November 11, 1987, to Northwest Construction Company in the amount of \$13,113.

The firm handling the contract is classified as a women/minority owned business and has a good record of women/minority employment.

Motion #12-09-87: "I move to accept the contract award for project #AD-87-04 as presented."

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

Commercial Activities Policy, Agenda Item V.B.2.

Mr. Manson:

In the last session of the legislature, laws were passed establishing review procedures for commercial activities conducted by institutions of higher education. During recent years, the legislature has received testimony from representatives of for-profit businesses stating that institutions of higher education may be competing unfairly with private sector businesses in providing certain goods and services. Each institution is required to work with local representatives of for-profit businesses in establishing procedures to guide the university in its conduct of commercial activities. The Cheney Chamber of Commerce and the Spokane Area Chamber of Commerce have both approved the commercial activities policy being proposed. The Small Business Council of the Spokane Chamber of Commerce was contacted on this matter. The intent of the policy is not to be in competition with private business on pricing of goods or services.

Motion #12-10-87: "I move the approval of the Commercial Activities Policy as presented."

Motion by Mrs. Beschel, seconded by Ms. Bannai, approved unanimously.

Executive Session, Agena Item VII.

Mr. Geraghty called an executive session at 11:45 a.m., to last one hour and fifteen minutes, to discuss personnel actions.

The meeting was called back into session at 1:15 p.m.

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Motion #12-11-87: "I move that the personnel actions be approved as recommended by the president." (See Attachment VIII.)

Motion by Mrs. Beschel, seconded by Mr. Kirschbaum, approved unanimously.

The meeting adjourned at 1:17 p.m.

John V. Geraghty, Jr., Chair

Kenneth R. Dolan, Secretary

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Council/Committee Responsibilities

Planning Council:

- Design and direct the planning process**
- Develop guidelines for planning**
- Develop planning assumptions**

Advisory Committee:

- Review submitted plans**
- Forward to President with comment**
- Communicate with constituent groups**

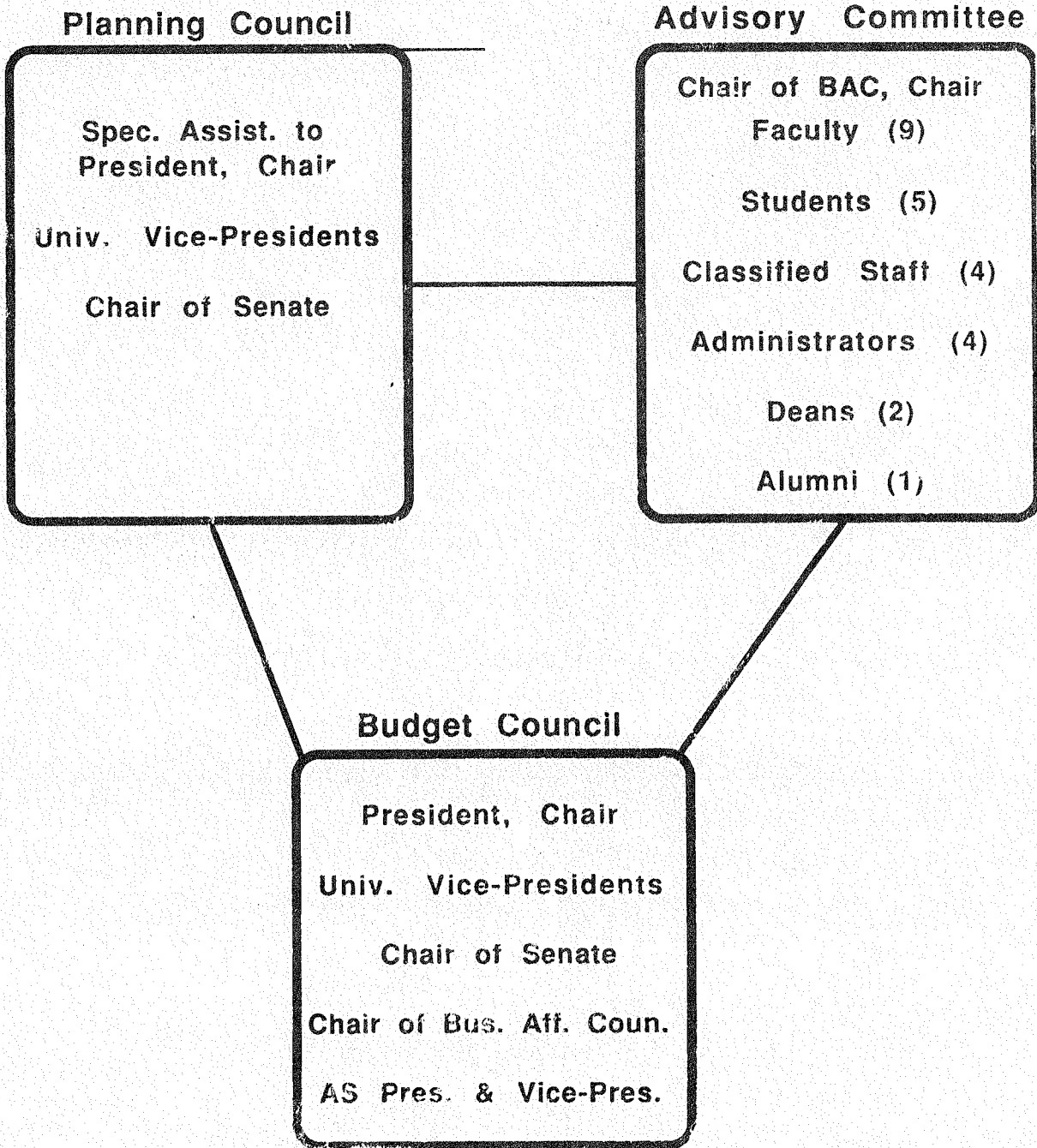
Budget Council:

- Serve as university budget management team**
- Merge planning with budgeting**
- Recommend resource allocation**

Requirements for a Planning Process

- * Should Place Responsibility at the Appropriate Level**
- * Should Be Participatory**
- * Should Be Comprehensive**
- * Should Link Planning With Budgeting**
- * Should Be Continuous**
- * Should Communicate**

University Planning Process Structure





Eastern Washington University
at Cheney and Spokane

TO: Ken Dolan, Executive Assistant to the President
FROM: Ivan Zarling *Ivan Zarling* Director of Personnel Administration
DATE: January 8, 1988
SUBJECT: Personnel Actions

The following actions are being submitted for approval by the Board of Trustees at its January 21, 1988 meeting:

PERSONNEL ACTIONS

Administrative

1. Appointments

Nelson, Frank; EdD, Washington State University, MEd, Central Washington State College, BA, Central Washington College; Associate Provost for Academic Outreach; 12-month contract effective February 16, 1988, through July 1, 1989; \$49,500.

Dr. Nelson's breadth of experience in a variety of academic outreach areas, his familiarity with both the metropolitan and rural areas of the Northwest, and his personal style are all strong indicators of his ability to mobilize a greatly expanded and more productive continuing education operation. His experience with the use and marketing of telecommunications-delivered educational programs is particularly valuable to EWU's increased utilization of its satellite uplink capability. Dr. Nelson has compiled an outstanding record of achievement in the areas of responsibility designated for this position, as attested to by current and previous superiors and colleagues in Oregon, Alaska, and Virginia.

OFFICE OF PERSONNEL SERVICES

MS-114, 314 Showalter Hall • Cheney, Washington 99004 • (509) 359-2381

Eastern Washington University is an equal opportunity, affirmative action institution.

2. Temporary Appointments

Kelly, Leslie; BA, Western Washington University, plus 7 years of writing experience; Acting Director of University Relations; effective January 22, 1988, through June 30, 1988 or until position is filled; \$24,970 annual salary base.

This is a temporary replacement for George Cole, Director of University Relations. Leslie is changing status from Civil Service, Information Specialist III to Acting Administrative Exempt position.

3. Continuation of Appointment

Anderson, Anthony; Director, IULS; effective January 1, 1988, through March 31, 1988; \$12,876.

Kolva, H.J.; Senior Research Associate; effective January 1, 1988, through March 31, 1988; \$8,189.

Positions are reviewed and continued on three month intervals.

4. Resignations

LaFrance, Kathy; Academic Advisor for General Advising; effective January 11, 1988.

Brewer, Carolyn; Director of General Advising; effective January 23, 1988.