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Board of Trustees Minutes, September 28, 1990

Eastern Washington University

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Eastern Washington University
BOARD OF TRUSTEES
September 28, 1990
Louise Anderson Hall, First Floor Lounge

EASTERN WASHINGTON UNIVERSITY
CHENEY, WASHINGTON 99004

MINUTES

Board Members Present

Mrs. Jean L. Beschel
Mr. Al Brisbois
Mrs. Eleanor E. Chase, Vice Chair
Mr. John V. Geraghty, Jr.
Mr. Joe W. Jackson
Mr. James L. Kirschbaum, Chair
Mr. Michael C. Ormsby

Staff Present

Dr. Darlene Bailey, Director, Intercollegiate Athletics
Ms. Elizabeth R. DeRuyter, Director, News Bureau
Mr. Kenneth R. Dolan, Executive Assistant to the President; Secretary to the
Board of Trustees
Dr. Marshall E. Drummond, Executive Vice President
Dr. Elson S. Floyd, Vice President for Student Services
Dr. Ernest H. Gilmour, Provost and Vice President for Academic Affairs
Ms. Isabelle W. Green, Director, Alumni Relations
Mr. Robert G. Hille, Director, Spokane Center
Ms. Jane Johnson, Vice President for University Advancement
Mr. William R. Kidd, Vice Provost for Undergraduate Affairs and Academic
Personnel
Mr. Leonard Klatt, Associate Vice President for Human Resources
Mrs. Sandie Kruse, Administrative Assistant to the President
Mr. Jim Lochner, Director of Budget Services
Mr. Donald G. Manson, Business Manager, Business and Financial Services
Ms. Maureen McGuire, Assistant Attorney General
Dr. Karen L. Michaelson, Director, Grants and Research Department
Ms. Leslie L. Mowatt, Administrative Secretary to the Board of Trustees
Mrs. Gayle Ogden, Affirmative Action Officer; Special Assistant to the
President
Ms. Darlene F. Ritter, Director, Housing and Dining Services

Mr. William J. Shaw, Chief Financial Officer, Business and Financial Services
Mr. Gregory L. Sheridan, Executive Director, Foundation
Ms. Margie Wallace, Program Consultant III, Regional Conference Center

Faculty Present

Dr. Alex Cameron, Acting Assistant Dean, College of Business Administration
Dr. Joan R. Dickerson, Professor of Education
Dr. George A. Durrie, Associate Professor of Government; President, Faculty Organization
Dr. Robert J. Gariepy, Director, University Honors; Professor of English
Dr. James C. Glass, Dean, College of Science, Mathematics, and Technology
Dr. James L. Hanegan, Professor of Biology
Dr. Gregory W. Hawkins, Dean, College of Fine Arts
Dr. Robert C. Herold, Professor of Government; Treasurer, Faculty Organization
Dr. Perry C. Higman, Chair, Modern Languages and Literature; Vice President, Faculty Organization
Dr. William K. Katz, Dean, College of Education and Human Development
Dr. Elroy C. McDermott, Professor of Business Management
Dr. Niel T. Zimmerman, Acting Dean, College of Letters and Social Sciences

Students Present

Mr. Dennis Worsham, President, ASEWU
Mr. Connan Campbell, Executive Vice President, ASEWU

Media Present

Mr. Kevin Hanson, Cheney Free Press
Mr. Rick Nesbitt, Easterner

Call to Order and Quorum, I. and II. - Mr. Kirschbaum

Chair Kirschbaum called the meeting to order at 9:30 a.m. A quorum was present.

Reports. III.

Trustee Reports. III.A.1.

Mrs. Jean Beschel, Chair of the Presidential Search Committee, reported that the process was continuing and that Dr. Bruce Alton, ASCS, had completed his campus visit and reported to the Board of Trustees the results of his investigation. The results would be shared with the PSAC which was meeting later in the day. Mrs. Beschel pointed out that the trustees intend to conduct an accelerated search and had many excellent candidates in the pool.

President's Reports. III.B

Faculty Organization, III.B.1. - Dr. Durrie

Dr. Durrie's report included an update on the Faculty/Staff/Cheney Chamber of Commerce Breakfast on the 14th of September. He thanked Dr. Drummond for his inspirational speech and hoped that this year would be as prosperous as Dr. Drummond had indicated. Dr. Durrie noted that the Faculty Organization was making progress in its GUR Subcommittee and with the salary plan.

Jim Kirschbaum presented Jim Hanegan with a plaque citing his service as President of the Faculty Organization during the 1989-90 Academic Year. He also presented Dr. Hanegan with a letterman's jacket, as a token of his responsibility as chair of the Athletic Policy Board.

Dr. Hanegan thanked Chair Kirschbaum and said that serving a President of the Faculty Organization had given him a tremendous understanding of what a university is all about.

Associated Students, III.B.2. - Mr. Worsham

Mr. Worsham reported that Welcome Weekend, held on September 15th and 16th, was a great success. He felt that the faculty, staff, administration, and students were coming together. He reminded Dr. Drummond that he had volunteered to do push-ups at the Homecoming game after Eastern scored its first touchdown.

University, III.B.3. - Dr. Drummond

Dr. Drummond announced that the Computer Sciences Department and the Speech Language Pathology Master's degree program had recently received national accreditation. National accreditation is a significant indication of the high quality of these programs. He also noted that the Dental Hygiene Department was in the process of being accredited.

Enrollment is especially encouraging this quarter. We have 8,379 (7,809 FTES) students registered for fall quarter as compared to 8,014 (7,382 FTES) fall quarter 1989. Our first time freshman are somewhat less, 812 as compared to 854. The minority freshman representation has improved to 14% compared to 10.6% last fall. The minority population constitutes 8% of total enrollment, up from 7.5% last year. Enrollment figures are preliminary, the official head count numbers will be available the 10th day of the quarter.

The residence halls occupancy has increased to 1,496, up from 1,468 of last fall. The number of men living in the halls has increased while the number of women has decreased.

We received \$1 million in grants and contracts in July, a record amount for a one-month period. Among the funds received was the first installment, \$486,000, of a five-year, \$2.3 million Title III Strengthening Institutions Grant from the U.S. Department of Education. The grant will be used to enhance library resources, faculty development, and student retention.

External grants and contracts last year increased more than \$1 million over the previous year, from 87 grants totaling \$2.4 million in 1988-89 to 109 grants totaling \$3.5 million in 1989-90. We exceeded last year's \$3 million goal, and our grants and contracts office is optimistic that the total will reach \$4 million this year, making Eastern the leader among the state's comprehensive universities. Most recently announced is an especially welcomed and difficult-to-come-by grant of \$390,000 from the Department of Health and Human Services targeted at the recruitment and retention of members of underrepresented groups in the health care profession.

In August, we received a \$250,000 grant (\$74,600 from the U.S. Information Agency, institutional in-kind support, and funding from the Socialist Republic of Montenegro) for a three-year faculty exchange

program with a Yugoslavian university. This fall, three College of Business faculty are presenting a week-long management seminar in Bulgaria, providing some thirty Bulgarian middle and upper level managers with a primer on business operations in a market economy.

The Kitchen Center, the only licensed facility of its kind in the United States, has started getting attention in the national business press. The operation is proving enormously successful, with an 85% firm survival rate. We have been getting inquiries from all over, including other countries, and this past week presented a workshop to show representatives from other incubators how our Kitchen Center operates.

SIRTI is up and running. All the institutions will play a major role, with Washington State University handling the fiscal functions, and part of Eastern's role being communications.

All state agency directors were notified by the Governor's office of possible budget reductions in the 1991-93 Biennium. Compared to the 1989-91 Biennium, the June revenue forecast for the 1991-93 Biennium already included a reduction on the biennial growth rate of revenues from 21.1 percent to 11.2 percent.

With the addition of child care services one block from the Cheney campus beginning this fall, we are taking a big step toward meeting the needs of our nontraditional students. It speaks well of our commitment to these students that we were able to take over the facility previously operated by the YMCA that had to close due to financial difficulties. We look forward to a mutually beneficial relationship with the YMCA as it manages the EWU day care facility for 97 children.

ACTION ITEMS. IV.

Minutes of the July 27, 1990 Board of Trustees' Meeting, IV.A. and Minutes of the August 23, 1990 Special Board of Trustees' Meeting, IV.B. - Mr. Kirschbaum

Motion #09-01-90: " I move that the minutes of the July 27 and August 23 Board of Trustees' Meetings be approved as corrected."

Motion by Mrs. Beschel; second by Al Brisbois; approved unanimously.

Faculty Salary Schedule for 1990-91, IV.C. - Dr. Drummond

University bylaw number 403.10.12 requires the board to adopt a salary schedule for purposes of hiring in and determining steps for faculty promotions. We have been adjusting the salary schedule according to legislatively authorized salary increases. The board has not formally acted on a salary schedule since March of 1987.

Motion #09-02-90: "I move that the Board approve the proposed Faculty Salary Schedule for January 1990."

Motion by Mr. Ormsby; second by Mrs. Beschel; approved unanimously.

Organizational Chart for 1990-91, IV.D. - Dr. Drummond

The proposed organizational chart reflects the current organizational structure. It show three line officer positions; Vice President for Student Services, Vice President for University Advancement, and Senior Vice President and Provost. The Chief Information Officer, Chief Financial Officer, and Executive Assistant to the President serve as staff positions but, also carry significant line responsibility, especially in regards to the Chief Financial Officer. This is a temporary administrative organization and results in one fewer vice presidential position. We have eliminated the Vice President for Administrative Services. Responsibilities that this vice president carried have been allocated partially to the Senior Vice President and Provost, and to the Chief Financial Officer.

Motion #09-03-90: "I move that the Board approve the proposed organizational chart for 1990-91."

Motion by Mr. Jackson; second by Mrs. Chase; approved unanimously.

Patent Policy, IV.E. - Dr. Glass

University employees are encouraged to engage in research and other creative activity, the outcome of which may result in a product so unique that it is patentable, licensable, or otherwise marketable. The university has often invested its resources (for example, the inventor's time, equipment, seed money, etc.) thus facilitating product development. Because of the university's partnership in the development process, it is reasonable that the university also share any income. The proposed patent

policy will serve to protect both the interests of the university and the concerned individual employee.

The policy:

Establishes specific procedures to protect the inventor's and the university's financial interest when products or techniques are developed using university resources.

Provides guidance and consultation to all employees regarding university patents, license, and product development policies and procedures.

Establishes procedures for appeal and reconsideration of Patent and License Committee decisions in order to guarantee the employee's rights and interests.

Establishes and maintains methods for managing patents through contracts with appropriate agencies, and monitoring such contracts to maintain fiduciary equity for the university and the involved employee.

Maintains a written record of all proceedings and deliberations of the Patent and License Committee.

Establishes and maintains communication with other state universities in order to be aware of their patent policies.

Motion #09-04-90: "I move the that the board approve the patent policy and authorize the administration to edit the policy as appropriate."

Motion by Mr. Brisbois; second by Mr. Jackson; approved unanimously.

Public Works Contract Award, Project No. AE-85-02, Campus Roof Replacement, Phase V, IV.F. - Mr. Manson

This project is for reroofing the Music Building. The existing roof is over 20 years old and leaks. Only one bidder completed the bid process, probably due to the lateness in the season for a major reroofing project. Krueger is an excellent contractor and even though the award of this contract is late in the year, we are confident that it can be completed

before the stormy season begins. Krueger meets all university affirmative action requirements.

Motion #09-05-90: "I move that the Board award Public Works Contract No. AE-85-02 to Krueger Sheet Metal Company of Spokane in the amount of \$225, 973.00."

Motion by Mr. Jackson; second by Mrs. Chase; approved unanimously.

Public Works Contract Acceptance, No. 85-05G3, Energy Conservation Task 5, IV.H. - Mr. Manson

This project is part of our ongoing energy conservation program. It provides air conditioning during modest spring and fall weather without using the more expensive systems. The energy conservation savings will pay for the project in seven to eight years. MTM Mechanical Contractors, Inc., of Spokane was the successful bidder. The final contract amounted to \$185,900.00.

Motion #09-06-90: "I move acceptance of Public Works Contract No. 85-05G3 for the installation of a heat exchanger in the central chilled water system, and authorize final payment to MTM Mechanical Contractors, Inc., Spokane."

Motion by Mrs. Beschel; second by Mrs. Chase; approved unanimously.

Public Works Contract Acceptance, No. AE-88-05G3, Campus Parking Lot Repair, Phase IV, IV.I. - Mr. Manson

The parking lot at the Health and Physical Education buildings and Showalter Hall service driveway were resurfaced under this project. The final contract amount was for \$146,560.40. All work has been completed to our satisfaction.

Motion #09-07-90: "I move that the Board accept Public Works Contract No. AE-88-05G3 for Campus Parking Lot Repair, Phase IV, and authorize final payment to Shamrock Paving, Inc., Spokane."

Motion by Mr. Geraghty; second by Mrs. Beschel; approved unanimously.

Information Items. V.

**Public Works Contract Acceptance, No. AE-85-01V, Electrical System
Renewal, JFK Utilities Extension, Task III, V.A. - Mr. Manson**

Mr. Manson reported that this Public Works Contract, for the patching of the Kennedy Library access driveway, had been accepted by the university and final payment approved to Ramminger Construction Company, Chattaroy, Washington.

**Public Works Contract Award, Project No. AE-89-11, HPE Fitness Trail, V.B.
- Mr. Manson**

The Public Works Contract for the HPE Fitness Trail, Phase I, was awarded to the low bidder, Vern W. Johnson & Sons, Spokane, with a bid of \$16,748.00. This contract provides for the construction of the HPE fitness trail equipment area.

Affirmative Action Report, V.C. - Mrs. Ogden

Mrs. Ogden, Affirmative Action Officer and Special Assistant to the President, updated the Board on the activities in Affirmative Action. She stated that her office was working on gender issues, disabled students, awareness training, and recruitment, and also with Student Services for retention of minority students.

Grants and Contracts Report, V.D. - Dr. Michaelson

Dr. Michaelson reported that grants and contracts activity for July and August was over \$1 million.

Executive Session. VII.

Chair Kirschbaum called an executive session from 10:40 a.m. to 11:30 a.m. for the purpose of discussing legal and personnel matters.

Election of Officers. VIII.

Mr. Jackson, Chair of the Nominating Committee, reported that the nominated officers for 1990-91 were Mr. James L. Kirschbaum, Chair; Mrs. Jean L. Beschel, Vice Chair; and Kenneth Dolan, Secretary.

Motion #09-08-90: "I move that the Board approve the nominations for officers for 1990-91."

Motion by Mr. Jackson; second by Mr. Geraghty; approved unanimously.


Personnel Actions. IX.

Motion #09-09-90: "I move approval of the personnel actions as submitted."


Motion by Mr. Ormsby; second by Mrs. Beschel; approved unanimously.

Adjournment. X.

Chair Kirschbaum adjourned the meeting at 11:35 a.m.



Mr. James L. Kirschbaum
Chair



Mr. Kenneth R. Dolan
Secretary