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Board of Trustees Minutes, December 6, 1991

Eastern Washington University

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Eastern Washington University
BOARD OF TRUSTEES
 December 6, 1991, 9:00 a.m.
 Spokane Center, Fourth Floor Mall

MINUTES

Board Members Present

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

Staff Present

Mrs. Ann M. Carrasco, Procedures Analyst I, Institutional Research
 Mrs. Dianna Craner, Budget Analyst I, Budget Services
 Dr. Richard Curry, Dean, College of Letters and Social Sciences
 Ms. Elizabeth R. DeRuyter, Director, News Bureau and Communication Services
 Mr. Kenneth R. Dolan, Executive Assistant to the President/Secretary to the Board of Trustees
 Dr. Marshall E. Drummond, President
 Dr. Robert H. Elton, Vice Provost for Graduate Affairs and Research
 Dr. Elson S. Floyd, Vice President for Administration
 Mrs. Isabelle W. Green, Director of Alumni Relations
 Dr. Gregory W. Hawkins, Dean, College of Fine Arts
 Dr. Robert Herold, Associate Vice President, Special Programs
 Dr. James I Hoffman, Senior Vice President for Academic Affairs and Provost
 Dr. William Katz, Dean, College of Education & Human Development
 Mrs. Jane A. Johnson, Vice President for University Advancement
 Mr. Theron J. Lochner, Director, Budget Services
 Ms. Maureen McGuire, Assistant Attorney General
 Dr. Allen C. Meadors, Dean, College of Health, Social and Public Services
 Dr. Karen L. Michaelson, Associate Vice Provost, Grants and Research Development
 Ms. Leslie L. Mowatt, Office Assistant II, Office of the President
 Dr. Terry Novak, Vice President for Business and Finance
 Mr. Ronald J. Raver, Associate Director of Athletics
 Ms. Judy Samples, Director of Community Relations
 Ms. Louise Saylor, Dean of Libraries
 Dr. Hugh D. Sullivan, Vice Provost for Extended University Services

Faculty Present

Dr. Perry Higman, President Faculty Organization

Students Present

Ms. Adelina Gonzales, President, ASEWU
 Mr. Rick Harwood, Executive Vice President, ASEWU
 Mr. Matt Wilburn, Easterner

Guests Present

Mr. James Reinbold, City Manager, City of Cheney

Call to Order and Quorum, I. and II. - Mrs. Beschel

Chair Beschel called the meeting to order at 9:02 a.m. A quorum was present.

Reports, III.

Trustee Reports, III.A.

Mrs. Beschel reported on the recent death of Stephanie Julagay. Stephanie was employed at the Spokane Center, as well as a student at Eastern. Mrs. Beschel expressed the sympathy of the entire university community to her husband, infant son and family.

Trustee Reports, Spokane Joint Center for Higher Education Report, III.A.1. - Mr. Ormsby

Mr. Ormsby reported that the JCHE had voted to recommend that the Higher Education Coordinating Board authorize the release of funds to purchase the Riverpoint acreage and that the purchase agreement would include language stating that environmental issues will be the responsibility of the City of Spokane. The HECB concurred with the JCHE and agreed to release the funds. The indemnity language regarding the environmental issues will still need to be agreed upon by both parties.

The JCHE ratified the hiring of Max Snyder as interim director. A search will be conducted for a permanent director.

Mr. Ormsby also noted that a retreat is scheduled for Wednesday to discuss planning, both short and long term, for the Joint Center Board.

Presidents' Reports, III.B.

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

Dr. Higman reported that in accord with the university wide priority of reinvestment and reinvigoration of the liberal arts three working groups have been established, one representing the humanities, one for social sciences and one for natural sciences and math, and a steering committee. These committees will study and discuss plans of implementation for reform and make their recommendation to the president by Fall 1992. Dr. Higman stated that this is an exciting and stimulating intellectual endeavor that will go a long way in defining and determining what Eastern Washington University will be as an institution of higher education in the years to come. Dr. Higman thanked all the hardworking faculty members for the time and energy they have committed to these groups.

Recently, the Senate passed a unanimous recommendation which included two parts. First, that the provost should accelerate the review of the reorganization of Academic Affairs at the program and department levels, with the goal of reducing administrative costs and refocusing those resources on program quality. Second, that the Academic Senate direct the Rules Committee to work with the provost on the comprehensive reorganization plan for Academic Affairs, to be presented to the Senate before the end of Winter 1992, in response to the budget cut and mandated

reorganization within the university. A working committee has been established. Dr. Higman stated that there is strong support of the administration regarding reorganization.

Dr. Higman also reported that the Faculty Affairs Council had established a committee to review the salary plan issues.

Later on the agenda, Dr. Robert Herold will make a presentation on the summer school program. Dr. Higman commended Dr. Herold on behalf of the faculty for the organization of summer session. He stated that the program is functioning better and self-support is truly self-support.

The faculty/student letters to legislators campaign was a great success. The function was organized by Dr. Flash Gibson and the faculty were pleased to cooperate with the ASEWU.

Dr. Higman thanked the Board for their work over the past year and wished everyone a happy holiday season.

Associated Students, III.B.2. - Ms. Gonzales

Ms. Gonzales stated that she has been busy attending meetings for the master plan, budget cuts and reorganization, as well as a recent Washington Student Lobby meeting where Eastern was able to pass an item addressing student needs. The AS Council held a retreat November 14 - 16, giving the members a new perspective and helping them to work together. Ms. Gonzales had also recently attended a national conference of AS leaders.

The basketball season had opened with a victory and Ms. Gonzales invited everyone to attend the game against the WSU Cougars on Tuesday night.

Ms. Gonzales read a statement adopted on December 3, 1991, by the ASEWU Council concerning the budget cuts and the Chief of University Police position.

"Recognizing that cuts have come forth and that eliminations need to be made, we, the Associated Students of Eastern Washington University would like to express strong concern regarding the elimination of the Chief of University Police position here at EWU, and ask that any new position such as the Director of Public Safety have the requirement of being an experienced and certified law enforcement officer in the State of Washington. And furthermore, that the hiring of this individual be expedited, for the benefit of all students, current campus officers, and the entire university community."

Mr. Kirschbaum asked what the exact concern of the council was regarding the cut. Mr. Rick Harwood, AS Executive Vice President, stated that leadership was a major concern, as well as the qualifications of the individual filling the position. Dr. Floyd stated that there would be an interim director. Mr. Ormsby clarified the two concerns of the students as being the short term concern of interim leadership and, in the long term, the strength of the entire area. Mrs. Beschel stated that the board was committed to student safety and that the students' concerns would be carefully considered.

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

Dr. Drummond reported that Eastern's Affirmative Action Plan has been approved by the Governor's Affirmative Action Policy Committee.

Dr. Drummond noted that Dr. Leo Simpson, Director of Eastern's Small Business Institute (SBI) will receive an award December 10, 1991, from the U.S. Small Business Administration. Eastern's SBI was selected recently as having performed the top undergraduate regional SBI case of the year for 1991, in competition with institutions from Washington, Oregon, Idaho and Alaska. Dr. Simpson and his teams of students have won the regional award every year for the past six years.

The autumn issue of Adapt, the Japanese employment recruitment magazine, lists 11 American universities with the highest enrollment of students from Japan. Eastern is tied with UCLA as number ten on that list.

As Dr. Higman mentioned in his report, a steering committee and three working groups have been formed to develop a proposal for liberal arts reform at Eastern. The groups convened during November and have begun their work. They will develop recommendations about the liberal arts structure at Eastern, including necessary changes in general university requirements. The proposal emerging from the process will go, with Dr. Drummond's endorsement, to the Faculty Organization committee structure for disposition.

Dr. Drummond reported that Dr. Donna El-Din, Professor of Physical Therapy, has been appointed to the university's newly endowed Distinguished Chair in Physical Therapy. Creation of the chair was made possible by a \$250,000 gift by a consortium of Spokane area hospitals. As a result, EWU's physical therapy program was able to increase its enrollment from 20 to 30 students beginning with fall quarter this year.

Eastern's Department of Education has received full accreditation from the National Council for Accreditation of Teacher Education. The department has been accredited by the agency at both the undergraduate and graduate level since 1968.

Dr. H. T. Wong, Director of International Student Programs and Professor of History, received two of the three service awards at the annual Region I Conference of the National Association for Foreign Student Affairs: Association of International Educators, which was held in late October in Vancouver, B.C. One of the awards was the prestigious Distinguished Service Award presented jointly by the Foundation for International Services and NASFA.

Dr. Drummond reported that two Eastern employees were recently elected to the Cheney City Council. Taking office in January will be Barbara Boots, an office assistant in Student Employment, and Ilene Wahl, an office assistant in Alumni Relations. Dr. Drummond congratulated the new council members.

Ms. Jo Dee Davis, Assistant Professor of Music, has been selected as a lecturer for the Washington Commission for the Humanities Inquiring Mind series. On November 13, 1991, she presented a program, "Clara Schumann: The Artist's Quest for Self-Fulfillment," at Spokane Falls Community College. She also lectures on the subject of women in music.

Dr. Drummond discussed the university's response to the 2.5 percent spending cuts called for by the governor. Eastern is the only post secondary institution in the state not reducing academic funding or access as a result of the budget crisis.

At the state level, the worst case scenario being predicted is for a \$900 million shortfall, \$200 million of which has been identified with the budget reductions of December 1, 1991. As 46% of the state's budget is exempt from cuts because of constitutional provisions those agencies unprotected will bear the brunt of any further reductions.

The governor's supplemental budget will be released on December 16, 1991. The governor has invited the university presidents to attend a briefing on the budget on December 12, 1991. The legislature will take up the budget when it returns to session in the second week of January. Revised revenue forecasts will be released on February 19, 1991. There will be a great deal of speculation about the size of the budget problem and possible solutions, but little real action until the revenue forecasts are available.

The trustees commended the university's various constituent groups who have worked through the budget crisis. The reorganization efforts that were already underway, directed at freeing funds to redirect to the area of emphasis identified in the six-year plan, have assisted in the process, but further reductions will result in much more drastic cuts. Trustees expressed their concern that access and quality are top priorities and must be taken into consideration if any further budget cuts are mandated. Also, it may be necessary to look at the elimination of complete programs. Across the board cuts should be avoided, as they ultimately result in quality erosion. The board asked the administration to continue to address the budget crisis and put in place a mechanism that would allow their involvement in the discussions of any future reductions. The board also urged the administration to plan ahead for further cuts and to continue to engage the university's many constituents in the process.

Action Items, IV.

Minutes of the October 25, 1991 Board of Trustees' Meeting, IV.A.* - Mrs. Beschel

Motion #12-01-91: "I move that the minutes of the October 25, 1991 Board of Trustees' Meeting be approved as edited."

Motion by Mr. Ormsby; second by Mr. Kirschbaum; approved unanimously.

WAC 172-123, Scholarships, IV.B. - Dr. Floyd

Dr. Floyd stated that the state's senior assistant attorney general, Richard Montecucco, has recommended that in order to comply with the administrative procedures act, a rule detailing information concerning the criteria, eligibility and procedures must be developed. The proposed WAC will bring us into compliance with the requirements of the state's attorney general and make all information regarding scholarships at Eastern available in the EWU Office of Financial Aid.

Dr. Floyd invited comment on this new chapter of WAC 172-123. Public comment was also invited prior to this hearing through announcements in the State Register. None was submitted at or prior to this hearing.

Motion #12-02-91: "I move the adoption of a new chapter 172-123 WAC as submitted."

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

Amendments to WAC 172-190, Implementation of the Family Educational Rights and Privacy Act IV.C. - Dr. Floyd

Dr. Floyd stated that the FERPA grants certain agencies access to educational records without consent, but also requires that they must have a legitimate interest for obtaining such information.

The act was modified in 1988, including the definition of educational records and what constitutes a student. The proposed amendments reflect these changes.

Dr. Floyd invited comment on this new chapter of WAC 172-190. Public comment was also invited prior to this hearing through announcements in the State Register. None was submitted at or prior to this hearing.

Motion #12-03-91: "I move that the Board approve the amendments to WAC 172-190."

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

Update of Bylaws: Section 300, IV.D. - Dr. Floyd

This item was removed from the agenda. No action was taken.

Update of Bylaws: Section 310, IV.E. - Dr. Floyd

Dr. Floyd reported that the proposed changes to Bylaw Section 310 are of a housekeeping nature, caused by organizational and title changes. The university bylaws have not been published since 1981 and the many organizational and concurrent title changes have dated the existing bylaws. The proposed changes will bring chapter 310 current with regard to the existing organization.

This bylaw section includes the elimination of bylaw 310.10.60, the Administrative Advisory Group. The functions of this group have been replaced by the President's Cabinet and the University Planning and Budgeting Advisory Council.

Motion #12-04-91: "I move that the Board approve the update of Bylaw Section 310."

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

Proposed Bylaw: Governance Documents: Authorization, IV.F. - Dr. Floyd

Dr. Floyd stated that this proposal defines bylaws as matters pertaining only to the governing process and responsibility of the Board of Trustees. Operation of the university would be guided by other governance statements, all of which will be included in the university governance system volumes.

The board will continue to have approving authority for all bylaws. By adoption of this bylaw, the trustees delegate the authority to adopt other university governance statements, in so far as they are consistent with federal and state regulations rules, institutional bylaws and agreements, to the president of the university or his/her designee.

Motion #12-05-91: "I move that the Board approve the proposed Bylaw regarding Governance Documents: Authorization."

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

1992 - 93 Holiday Schedule, IV.G. - Dr. Floyd

The proposed holiday schedules for 1992 and 1993 have been review by the appropriate academic and administrative offices and the Washington Federation of State Employees. Dr. Floyd stated that the management representatives on the Labor/Management Committee have also agreed with the proposed holiday schedule.

Motion #12-06-91: "I move that the Board approve the 1992 and 1993 holiday schedules."

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

1992 Board of Trustees' Meeting Schedule, IV.H. - Mrs. Beschel

Mrs. Beschel stated that the proposed 1992 Board of Trustees' meeting schedule moves the meetings to the third Friday of the month with the exception of the combination of the March and April meetings into early April, the combination of the November and December meetings into early December, and the June meeting being held after commencement. The combination of the June meeting with commencement results in a reduction of expenses, approximately equal to the 6.5% target reduction.

Motion #12-07-91: "I move that the Board approve the 1992 Board of Trustees Meeting schedule, with a possible change of the June meeting."

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

Contractual Relationships with the City of Cheney for Refuse Collection and Recycling, IV.I. - Dr. Novak

Dr. Novak stated that the Cheney City Council had met on Tuesday, November 27, 1991, and selected Western Refuse as the contractor for refuse collection service and authorized negotiations on the final details of the contract. By jointly entering into this contract with the City of Cheney, cost advantages will accrue to both entities.

It is the administration's recommendation that the Board of Trustees approve the contract, which will provide for joint contracting for refuse collection for the City of Cheney and Eastern Washington University.

Motion #12-08-91: "I move that the Board approve the Contractual Relationship with the City of Cheney for Refuse Collection and Recycling, subject to approval by the City of Cheney."

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

Information Items, V.

Summer Session 1991 Review and 1992 Preview, V.A. - Dr. Herold

Dr. Herold presented a recap of Summer Session 1991 and a preview of 1992. He stated that enrollment in 1991 was stable, although the cap on tuition was removed. This was regarded as a success because other institutions had experienced a 10% drop in enrollment when the tuition cap had been removed. Last summer, several special classes were offered including the education symposium. The symposium was a great success. Four nationally known scholars were brought in to debate K-12 education reform for two days. Dr. Herold stated that this model would be maintained by bringing in national scholars to debate a public issue, yet to be determined.

The scholars from last year's symposium were kind enough to meet with Mr. Doug Nadvornick of KP BX Radio. The roundtable discussion held at KP BX was transcribed and copies were distributed to the board. (See attachment #1.)

Evaluations from the summer school students indicated they would like to see more courses within the major offered in the summer. This will be especially important if access during the year is

limited. Dr. Herold stated that the majority of the respondents to the evaluations were very favorable.

Dr. Herold indicated there would be a modest tuition increase for Summer 1992, but that it would come in below the Fall 1992 tuition rate. The tuition rates would probably be presented to the board in January.

Summer Session 1992 will have some extended terms with a two week session in the end of August and a two week session in the beginning of September. The catalog for Summer 1992 will be printed in February.

The Board recessed from 10:22 a.m. to 10:30 a.m.

Cheney Chamber of Commerce and the City of Cheney, V.B. - Dr. Novak

Dr. Novak discussed the involvement of Eastern with the Cheney Chamber. Dr. Novak will chair a combined Legislative Committee which will coordinate the legislative activities of Eastern, the city of Cheney, the school district and the chamber. One item of particular interest was the possible increase of personnel at Fairchild Airforce Base. This will require increased housing and school facilities. Mr. Geraghty indicated that the university community should be more aware of the school district's needs and support the K-12 bond issue.

Enhancement and New Initiatives Funding Process and Results, V.C. - Dr. Hoffman

Dr. Hoffman reported on the enhancement funds. The six-year plan guided the allocation of the enhancement funds. Reinvigoration of the liberal arts through funding faculty positions and operational enhancements is the expected outcome.

The allocation process starts at the individual units of the university, which develop initial budget requests. These are then funnelled through the colleges and departments to the vice presidents. The review process goes through several stages to ensure broad communication across the university, including the Council of Academic Deans, the Business Affairs Council, the Academic Senate, the University Planning and Budgeting Advisory Committee. The President's Planning and Budgeting Council makes the final recommendation to president.

Total enhancement funding was \$1.6 million, of which \$600,000 was distributed in support of new faculty positions, \$400,000 went to the library, \$400,000 to Student Services, \$90,000 to Affirmative Action, and another \$90,000 to operational enhancements, particularly those that support the liberal arts initiatives.

An enormous amount of work was involved in developing budget requests. Those requests that were not funded are not lost. They will be considered as new funding becomes available.

Spokane Center Remodel Update, V.D. - Dr. Novak

Dr. Novak reported that \$1.2 million had been allocated for the Spokane Center Remodel. By leaving open space and installing curtain walls on the second floor, instead of floor to ceiling walls which would require major changes in heating and lighting, the project can be done within the budget. The project will be bid in January and brought to the board in February for contract award.

Some classes scheduled for the Spokane Center will be moved to Spokane Falls or Spokane Community Colleges. Details for the relocation of classes and staff are still being worked out.

Old Business/New Business. VI.

Chair Beschel called for any old or new business. None was indicated.

Executive Session. VII.

Chair Beschel called an executive session from 10:55 a.m. to 11:18 a.m. for the purpose of discussing legal and personnel matters.

Personnel Actions. VIII.*

Motion #12-09-91: "I move that the Board approve the personnel actions as corrected and the addendum." (See attachment #2.)

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

Adjournment. X.

Chair Beschel adjourned the meeting at 11:20 a.m. and announced that the board would hold a workshop to discuss and review the master plan. (See attachment #3.)

Jean L. Beschel
Chair

Kenneth R. Dolan
Secretary