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Board of Trustees Minutes, July 26, 1996

Eastern Washington University

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Eastern Washington University
BOARD OF TRUSTEES
July 26, 1996
9:00 a.m.
Spokane Center
Second Floor Mall

Board Members Present

Mrs. Jean L. Beschel
Mr. Al Brisbois
Mr. John V. Geraghty, Jr., Chair
Mr. Joe W. Jackson, Vice Chair
Mr. James L. Kirschbaum
Mr. Michael C. Ormsby
Dr. Julian J. Torres, Jr.

Staff Present

Dr. William Barber, Assistant to the President and Professor of Psychology
Mr. Allen Barrom, Manager of the Spokane Center
Dr. Alex Cameron, Associate Dean of the College of Business and Public Administration
Mr. Matt Chase, Dean of Students
Dr. Sandra Christensen, Assistant Professor of Business Management/
Secretary of the Faculty Organization/Academic Senate
Mr. Kenneth R. Dolan, Executive Assistant to the President/Secretary to the Board of Trustees
Dr. Marshall E. Drummond, President
Dr. Phyllis Edmundson, Dean of the College of Education & Human Development
Ms. Kathy Fleming, President of Local 931
Dr. Robert C. Herold, Vice Provost for Academic Affairs
Dr. James Hoffman, Senior Vice President and Provost
Mrs. Jane A. Johnson, Vice President for University Advancement
Dr. Brian Levin-Stankevich, Vice Provost for Student Affairs and Enrollment Management
Dr. Elroy McDermott, Dean of the College of Business and Public Administration
Dr. Robert Morgenstern, President of the Faculty Organization and Chair of Academic Senate
Ms. Angelika M. Moskalonek, Administrative Assistant, Office of the President
Mr. Michael Nelson, Internal Auditor
Dr. Terry Novak, Executive Director of the Joint Center for Higher Education
Ms. Gayle Ogden, Executive Director of Human Rights & Legal Affairs
Ms. Stefanie Pettit, Public Information Officer
Mr. Bill Shaw, Chief Financial Officer
Dr. Ray Soltero, Dean of the College of Science, Mathematics, and Technology
Mr. William Shaw, Chief Financial Officer
Mr. Chris Wavada, Media Lab Coordinator
Lt. Tom McGill, Campus Police
Ms. Lorraine Hill, EWU Campus Police Officer

Faculty Present

N/A

Students Present

Mr. Dean Dunham, ASEWU President

Guests Present

Ms. Toni Habegger, Regional Audit Manager, Pullman Team
Ms. Laurie Hatten-Boyd, Law Clerk in the Attorney General's Office
Ms. Maureen McGuire, Assistant Attorney General
Ms. Pansey Morro, Assistant Regional Audit Manager, Pullman Team
Mr. David Rey, Cheney Free Press
Mr. Abe Shelby, Representative of Basic Health Plan
Ms. Amy Sooley, Executive Director of Cheney Chamber of Commerce
Ms. Terri Stecher, Law Clerk in the Attorney General's Office
Mr. Andy Taylor, State Examiner

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

Chair Geraghty called the meeting to order at 9:00 a.m. A quorum was present at the meeting.

Reports, III.

Trustees' Reports, III.A.

Mr. Ormsby noted that Dr. Terry Novak will be presenting a report on the activities of the Joint Center of Higher Education.

Presidents' Reports, III.B.

Faculty Organization Report, III.B.1. - Dr. Morgenstern

Dr. Morgenstern introduced the names of the Faculty Organization officers for the coming academic year: Dr. Dana Elder, President; Dr. Sandra Christensen, Vice President; Dr. Jim Ruch, Treasurer; and Dr. Jerry Logan, Secretary.

Dr. Morgenstern announced that the Black Education Program, the Chicano Education Program, and the American Indian Studies Program will be represented at the Senate for the first time and join a new Senate unit with the ROTC Program and the Department of Criminal Justice. Dr. Carlos Maldonado, director of the Chicano Education Program, will be Senator for the unit during the coming academic year.

Sharon Wilson, Administrative Assistant to the Faculty Organization, has assembled a Faculty Organization Information Booklet which contains information about all of Eastern's Councils and Committees with explanations of what they do. These booklets will be distributed campus-wide, as well as to area legislators and anyone who is interested.

Dr. Morgenstern encouraged the members of the Board to continue promoting faculty development and technological advancement on campus in the future.

Associated Students Report, III.B.2. - Mr. Dunham

Mr. Dunham reported on several projects he was working on, including donations for a voluntary fund for a temporary on-campus child care facility and the installation of free phones in the PUB. His report concluded with a summary of activities Mr. Dunham participated in over the last few weeks.

Mr. Geraghty commended Mr. Dunham for his written report which was included in the Board Book and encouraged him to continue this practice.

President's Report, III.B.3. - Dr. Drummond

Dr. Drummond introduced Ms. Fleming, president of Local 931.

Ms. Fleming expressed concerns on behalf of classified staff members and described incidences of bigotry, intolerance, discrimination and contract violations. She also listed ways EWU staff members contribute to Eastern Washington University and the community. Ms. Fleming noted that there was a lack of acknowledgment of classified staff contributions in this year's Institutional Review. She stated that Local 931 Executive Board would welcome meeting with the Board of Trustees and the administration for a direct exchange of information and for discussion of possible solutions. She thanked the Board for the opportunity to deliver her remarks.

Mr. Geraghty thanked Ms. Fleming for the candid nature of her report and indicated that the Board will respond to it at a future meeting. Mr. Ormsby and Mr. Brisbois confirmed Mr. Geraghty's statement that the Board will work closely with Ms. Fleming to resolve the problems described. Mr. Brisbois suggested that the Board may look at a new reviewer for the annual institutional review next year and to provide guidelines and structure for the reviewer to follow.

Ms. Fleming mentioned that she is a member of the Cultural Diversity Task Force. The Task Force has moved from being a group that handed out money for specific programs to being a more pro-active organization, taking part in setting up informational meetings and gaining acceptance of diversity in the campus community. The Cultural Diversity Task Force's motto this year is "Diversity is Our Strength."

When President Drummond continued his report, he commented on Ms. Fleming's remarks and gave assurance that the administration has zero tolerance for any violations against human rights on Eastern's campus. He also pointed out the efforts which have been made and are continuing to be made to address issues and areas of concern. The Cultural Diversity Task Force is only one body on campus along with Affirmative Action Officer Gayle Ogden and Director of Human Rights Annie Cole who have effectively dealt with incidents in the past. Dr. Drummond announced that members of the Cultural Diversity Task Force will give a presentation to the Board in the early fall.

He praised the concerted efforts being made by faculty, students, and staff to raise the level of awareness and understanding of cultural diversity issues, and fostering improved interpersonal relations throughout the campus.

Dr. Drummond noted the successful conclusion of the Public Affairs Symposium recently held in Spokane. The symposium was followed by a taped discussion by KSPS with leaders from the community, the University, and three nationally known experts on urban and regional planning, city design and socio-dynamics of cities. The discussion will be aired sometime in the fall.

The University & College Designers Association (UCDA) has given an Award of Excellence in its 1996 design competition to EWU's John Paxson, lead graphics designer with the Office of Communication Services. Paxson won in the Recruitment Poster Category for his EWU Summer Session Poster. The UCDA, located in Alexandria, VA., is the nation's premiere association promoting excellence in visual communications for educational institutions. Out of more than 1,200 entries only about 100 awards are given.

Dr. Herold has moved his office to the Spokane Center and has been assigned the duty of developing the Spokane Center into "the focus for continuing education, outreach, and distance learning and for developing, organizing and coordinating academic programs in Spokane. His

duties also include developing broad-based University relations in the Spokane area through partnership and interaction with leadership in business, government, education and the arts."

Opal Fleckenstein, professor emeritus, recently passed away. She was a well known artist in Spokane.

Mr. Geraghty moved Agenda Item V.B., Annual State Audit Report, ahead of schedule.

Annual State Audit Report, V.B. - Mr. Nelson

Mr. Nelson introduced Ms. Toni Habegger, Regional Audit Manager for the Pullman Team.

Ms. Habegger noted that the results of the audit were presented during the BOT Breakfast meeting. She stated that the mission of the office is to promote governmental accountability, including Higher Education.

Mr. Geraghty stated that this year's audit resulted in four findings of technical issues which have been brought to the University's attention and the appropriate steps have been taken to correct these findings. The audit report was favorable to the University. Mr. Geraghty commended the staff for its efforts.

Ms. Habegger commended Mr. Nelson and the staff involved with this audit for their assistance during the audit process.

Action Items, IV.

Minutes of the June 28, 1996, Board of Trustees Meeting, IV.A. - Mr. Geraghty

Chair Geraghty requested that the minutes be approved as presented.

Motion #07-01-96: "I move that the minutes of the June 28, 1996, Board of Trustees meeting be approved."

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

Acceptance of Completion of Contract Over \$150,000: Underground Storage Tanks Removal and Replacement, Phase II, #AE-94-01G, IV.B. - Mr. Shaw

Mr. William Shaw, Chief Financial Officer, presented this agenda item in place of Mr. Richie Gibb, director of Facility Planning, Construction and Maintenance, who was unable to attend the meeting.

Motion #07-02-96: "I move that the Board approve public works contract #AE-94-01G, Underground Storage Tanks Removal and Replacement, Phase II, in the amount of \$149,606.21, exclusive of sales tax and release retainage to the contractor as specified by the terms of the contract."

Motion by Mr. Kirschbaum; second by Dr. Torres; approved unanimously.

Report of Public Works Architectural & Engineering Contracts Awards Under \$150,000 for the Period January 1, 1996, through June 30, 1996, IV.C. - Mr. Shaw

Mr. Shaw noted that this agenda item represented an information item and did not require Board approval.

Mr. Shaw reported that during the last six months only one AE contract under \$150,000 has been awarded.

Short Term Loan Program, IV.D. - Mr. Shaw

Mr. Shaw recommended acceptance of the changes in the Short Term Loan Program proposed by the Offices of Financial Aid and Scholarship and Financial Services effective Fall Quarter 1996. The proposed changes are as follows: increase in the loan amount from \$200 to \$300; drop of the interest charge of six percent; assessment of a set-up fee of four percent or a maximum of \$15; and a late payment fee after 90 days.

Approximately \$600,000 in short term student loans are issued each year.

The proposed changes have been reviewed and approved by Ms. Maureen McGuire, Assistant Attorney General.

Motion #07-03-96: "I move that the Board accept the proposed changes to the Short Term Loan Program, effective Fall Quarter 1996."

Motion by Dr. Torres; second by Mr. Kirschbaum; approved unanimously.

Student Conduct Code Revision, IV.E. - Dr. Levin-Starkevich

Chair Geraghty stated that proposed revisions of the 172-120 WAC Student Conduct Code would be adopted under the Emergency Procedures as authorized by RCW 34.05.350 and invited public comment on the proposed revisions. The changes will be in effect for 120 days. Permanent adoption by the Board of Trustees will be sought at a later date.

Dr. Brian Levin-Starkevich, vice provost for Student Affairs and Enrollment Management, stated that the primary purposes of the proposed revisions are to update the code with current practice and to amend outdated and gender-specific references. Revisions include: rules on sexual misconduct, harassment, abuse of computing facilities; mandatory anti-hazing clause as required by the State; and giving more authority to the Dean of Students. It enlarges the disciplinary committee to six members each from the faculty and the students. The proposed Student Conduct Code, as changed, allows the administration to deal with critical situations in an effective manner. Other changes relate to procedure. The Student Conduct Code was also reviewed for compliance with the Administrative Procedure Act with regard to addressing appeals.

A discussion ensued about current EWU policies governing the responsible use of University electronic media and the administration's position on disciplining offenders. Dr. Drummond stated that the Affirmative Action Officer and Director of Human Rights are responsible to determine the distinction between what is legitimate criticism, in effect, freedom of speech and what might be termed harassment.

Mr. Geraghty invited the public to comment on the revisions of the Student Conduct Code.

Chair Geraghty called for approval of the revisions to the Student Conduct Code Chapter 172-120 WAC as presented to the Board.

Motion #07-04-96: "I move the Board of Trustees approve the Student Conduct Code WAC 172-120 as presented."

Mr. Ormsby requested that the code be broadly disseminated to the campus community to ensure that everyone will be informed of the expected behavior at Eastern. Dr. Levin-Stankevich confirmed that the revised code will be included in the Student Handbook distributed to all students in the fall. An article about the forthcoming revisions of the code has been published in the Easterner and follow-up notices will be published this fall.

Copies of the Student Conduct Code are available for review at the offices of Human Resources, the Registrar and the Dean of Students. A copy of the Student Handbook is distributed to each student during Orientation.

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

Health Fees, IV.F. - Dr. Levin-Stankevich

Vice Provost Levin-Stankevich recommended, in accordance with the formal request by the Associated Students of Eastern Washington University, approval of (1) the elimination of that portion of the student health fee which has supported contracted health services, (2) retention of that portion of the fee (\$5 per full time student) which supports on campus health/wellness services, and (3) a policy that students living in on campus residence facilities provide proof of health insurance.

Northwest Accreditation standards require that residential students must be provided opportunities for medical and psychological services. The University currently offers psychological counseling services and will make optional medical insurance available.

Mr. Abe Shelby from the State Health Plan Office gave a brief overview of who is eligible under the Basic Health Plan. He defined that any EWU student who resides in the state of Washington, including international students and out-of-state students, and who are not eligible for Medicare, would qualify. Monthly premiums are based on gross monthly income.

Chair Geraghty called for a motion. Dean Dunham, president of ASEWU, expressed his support for the proposed Student Health Fee revision.

Motion #07-05-96: "I move that the Board of Trustees approve (1) the elimination of the \$35 student health fee which supported the contracted health services provided by the Rockwood Clinic, (2) retention of the \$5 fee which supports on campus health/wellness services, and (3) a policy that students living in on-campus residence facilities provide proof of health insurance."

Mr. Geraghty invited the audience to comment on the subject. There were no comments from the audience.

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

Mr. Ormsby asked that Dr. Levin-Stankevich and Mr. Dunham give an update of the implementation of the new program at the December Board meeting. He also requested that Mr. Poppy, administrator of the Rockwood Clinic, be informed of the Board decision on this issue.

Information Items, V.

Enrollment Management Marketing Plan, V.A. - Dr. Levin-Stankevich

Agenda Item V.A. was presented after Agenda Item V.C.

Dr. Levin-Stankevich stated that the 1996-97 Recruitment Plan consisted of recruitment strategies and tactics for enrolling increased numbers of qualified students in fall of 1997. The

plan studies the environment of graduates and transfer students and analyzes current enrollment and demographic trends of these two groups; explains strategic recruitment concepts and goals; and proposes a plan of action.

Strategic recruitment is based on specific concepts, i.e., strategic deployment of all segments of the community to address unique interests of prospective and current students and to cover more territory more frequently; deliver enrollment services and information to the student's location; focus limited resources on specific targeted markets; continue recruiting current students; and begin the process of orientation of students from the very first contact with prospects.

Strategic goals include increase freshmen applications by 25%; increase percentage of applicants/enrolled freshmen from the west side of the State from 20% to 30%; increase students of color; and build relationships in new markets.

The plan of action involves scheduling recruitment events, and deployment of human and fiscal resources.

The marketing plan will be assessed for its effectiveness and will help determine the effectiveness of specific programs, communications tactics and personnel for future recruitment activities.

Annual State Audit Report, V.B. - Mr. Nelson

The report was presented after the Presidents' reports, Agenda Item III.B.3.

Riverpoint Higher Education Park Update, V.C. - Dr. Novak

Dr. Terry Novak, executive director of the Joint Center, gave an update on the Riverpoint Higher Education Park, its campus development and internal administration. He also reported on the role of the Joint Center and legislative decisions impacting the future development of the Riverpoint Higher Education Park.

Old Business/New Business, VI.

No old or new business.

Chair Geraghty appointed Mr. Ormsby and Dr. Torres to the Nominating Committee. A report of the Nominating Committee will be expected at the September Board meeting.

Executive Session, VII.

Chair Geraghty called an executive session from 11:40 a.m. to 12 Noon for the purpose authorized in RCW. 42.30.110.

Personnel Actions, VIII.

Mr. Geraghty entertained a motion to approve personnel actions and an addendum to the Personnel Actions as presented at the Executive Session.

Motion #07-06-96: "I move that the personnel actions as presented in the Board Book and the addendum as presented by the Administration be approved."

Motion made by Mr. Kirschbaum; second by Dr. Torres; approved unanimously.

Adjournment, IX.

Chair Geraghty adjourned the meeting at 12:05 p.m.

John V. Geraghty, Jr.
Chair

Kenneth R. Dolan
Secretary