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Board of Trustees Minutes, September 24, 1998

Eastern Washington University

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Eastern Washington University
BOARD OF TRUSTEES
September 24, 1998
6:00 p.m. - 9 p.m.
Pence Union Building
Room 263-67

Special Meeting/Workshop
Minutes

DRAFT

Board Members Present

Trustee James L. Kirschbaum, Chair
Trustee Jean L. Beschel, Vice Chair
Trustee Gordon E. Budke
Trustee Aaron C. Gutierrez
Trustee Lucy Isaki
Trustee Mark Mays
Trustee Michael C. Ormsby

Board Member Absent

Trustee Joe W. Jackson

Staff Present

Dr. Alex Cameron, Acting Vice President for Business and Finance
Dr. Jeff Corkill, President of the United Faculty at Eastern
Mr. Strider Denison, ASEWU President
Dr. Stephen M. Jordan, President
Ms. Jane A. Johnson, Vice President for Advancement
Dr. Dale Lindekugel, Vice President of the Faculty Organization
Mr. Tom McArthur, President of Local 931
Ms. Angelika M. O'Neill, Recording Secretary to the Board of Trustees
Ms. Judith Siminoe, Associate to the President
Dr. Jeffrey L. Stafford, Associate Professor of Communication Studies
Dr. Niel T. Zimmerman, Vice President of Academic Affairs and Provost

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

At 6:15 p.m. Mr. Kirschbaum called the special Board meeting of Eastern Washington University to order. A quorum was present at the meeting. Trustee Jackson was unable to attend the retreat.

Dr. Jordan introduced Dr. Jeffrey L. Stafford, associate professor of Communication Studies at Eastern, who facilitated the discussion.

The members of the Board discussed with members of the EWU administration the mission of the Board of Trustees and different ways of structuring the work of the Board.

A number of questions were on the discussion list, but three central issues were focused on:

What are we (BOT) going to do?
Definition and Mission

How do we (BOT) organize to do that work?
Structure

How will we (BOT) know how we have done?
Assessment

The fundamental question centers on the level of involvement of the Board and of individual members of the Board.

The workshop participants discussed these questions in a variety of ways:

- How involved should the BOT be?
- How active?
- What are the internal vs. external roles of the BOT members?
- How will goals be set?
- What are the distinctions between the BOT as an organization and the individual members of the BOT?

It was suggested that in future years, the Board would hold an August Retreat (President Jordan referred to August but a July Retreat could be done.) for the purpose of setting goals each year. This year, at a meeting in the near future, the Board will finalize its goals and will evaluate those goals at the end of the year. Some discussion centered on the fact that many of those goals were fairly clear and had been determined already by either legislation or the circumstances of EWU at this time and place.

It was also decided that a committee of three Board members would put together a Mission Statement for the Board. Dr. Jordan provided an example. Trustees Beschel, Isaki and Ormsby, with the assistance of Judith Siminoe, will prepare a draft by the October 23 regular meeting.

The group discussed a number of functional issues to assist the committee in the development of a Mission Statement. Those issues are as follows.

Functions (Mission of the Board) (Committee of 3)

- Stewardship
- Policy — President Evaluation*

- Goals
 - Knowledge
 - Involvement
 - * How much
 - Community of EWU
 - Relationships *
- Not Management, except at highest level
- Advocates
- Issue of “Future”
- Vision
 - Feedback
- Compliance
- Crisis Policy
 - Management

***Evaluation of the President**

Mr. Kirschbaum suggested that the evaluation of the President be conducted by a Board Evaluation Committee. Dr. Jordan provided two separate evaluation instruments for the Board’s review and asked for feedback from the Board. Mr. Kirschbaum proposed that an evaluation committee be formed.

Evaluation Formats: (Get feedback from Board on proposed forms)

Structural Issues (Committee of 5)

Trustee Mays had circulated an e-mail discussing the importance of the construct “Form Follows Function” in the design process. While it was generally agreed that the Mission Statement for the BOT must come first, it was also agreed that it was not necessary to delay discussing structural issues. Therefore, it was decided that five members of the Board would prepare a draft on the structural issues: Trustees Budke, Gutierrez, Kirschbaum, Jackson and Mays will work to prepare a report for presentation at the October 23 Board meeting.

Some of the structural issues discussed were:

- Logistics of Communications
- Boundaries
 - What’s my job?
- Addition of student
- Less formal ways
 - Opportunities for communication

- What contributions by Board individual
- Committees? Delegation?
- Speed
- Sensitivity
- Planning (for 1 year) (August Retreat)
- Orientation

One side issue was discussed. The Board felt that it was important to address:

- How does the Board renew itself?
- How does the Board maintain itself?

Some discussion centered on new members joining the Board.

Evaluation of the Board (Self Examination)

The last major issue was evaluation and assessment. The discussion leaned towards having an outside consultant help with the assessment process, but no decisions were made.

- Set goals (follow August Retreat; outside help)
- Trial run (for this year: modify way; half day @ October BOT meeting)
- Periodic assessment
 - Input from
 - Program Review
 - Restructure
 - Budget

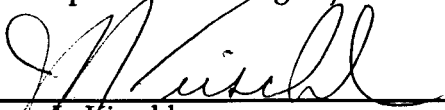
Nature of Communications

- In what form?
- With what frequency?
- Logistics of Communication
 - Weekly/bi-weekly/periodic reports (new intern)
 - Standard formats
 - No surprises
 - Topical issues

The group consented to continue the discussion on "The Role of the Board" at the October 23 regular Board of Trustees meeting. The group further agreed that the "Committee on the Mission" will review the Board's mission and present a Mission Statement for approval at the October meeting. At the same meeting, the Board will decide of Board officers for the next academic year, Board representation on University committees and Board of Trustees committees and the 1999 Board of Trustees meeting schedule.

Adjournment, III.

At 8:45 p.m. the meeting adjourned.



James L. Kirschbaum
Chair



Stephen M. Jordan
President