

10-23-1998

Board of Trustees Minutes, October 23, 1998

Eastern Washington University

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Eastern Washington University
BOARD OF TRUSTEES
October 23, 1998
9:00 a.m.
Spokane Center
Second Floor Mall

Minutes

DRAFT

Board Members Present

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

Board Members Absent

Trustee Lucy Isaki

Staff Present

Mr. Phil Akers, Executive Director of EWU Foundation
Dr. Alex Cameron, Interim Vice President for Business and Finance
Ms. Roxann Dempsey, Assistant to the Vice President for Business and Finance
Mr. George Durrie, Director of Government Relations
Ms. Terry Flynn, Director of the Alumni Association
Ms. Ruth Galm, Administrative Director of Grants Research
Ms. Shelly Doutre, Program Coordinator, Grants and Contracts
Mr. Richie Gibb, Director of Facilities and Maintenance
Officer Dennis Hauenstein, EWU Campus Police
Dr. Stephen M. Jordan, President
Ms. Jane A. Johnson, Vice President for Advancement
Dr. Brian Levin-Stankevich, Vice Provost for Enrollment Management and Student Affairs
Mr. Larry McCulley, Budget Analyst II
Ms. Rebecca Moss, Director of Printing and Publications
Ms. Gayle Ogden, Associate Vice President for Charitable Estate Planning and Legal Affairs
Ms. Angelika M. O'Neill, Recording Secretary to the Board of Trustees
Ms. Stefanie Pettit, Public Information Officer
Mr. Bill Shaw, Chief Financial Officer
Ms. Judith Penrod Siminoe, Associate to the President
Ms. Carol Terry, Director of Budget Services
Ms. Leslie Younger, Computer Services Consultant
Dr. Niel T. Zimmerman, Vice President for Academic Affairs and Provost

Faculty Present

Dr. Neville Hosking, Interim Dean of the College of Education and Human Development
Dr. Dale Lindekugel, President of the Faculty Organization
Dr. John Schleede, Dean of the College of Business and Public Administration
Dr. Lynn Stephens, Chair, Department of Accounting and Information Systems and
Vice President of the Faculty Organization

Students Present

Mr. Strider Denison, ASEWU President
Ms. Jen Hussey, ASEWU Vice President for Finance

Guests Present

Ms. Deborah Danner, Assistant Attorney General
Mr. David Rey, Cheney Free Press
Ms. Amy Jo Sooy, Mayor of the City of Cheney

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

At 9:02 a.m. Mr. Kirschbaum called the regular meeting of the Board of Trustees of Eastern Washington University to order in the Mall of the Spokane Center. A quorum was present at the meeting. Ms. Isaki was unable to attend the meeting.

Reports, III.

Trustees' Reports, III.A.

Vice Chair Beschel reported attending the JFK Library Dedication and Jane Goodall's lecture at Eastern on October 16 and expressed her appreciation for the educational opportunity that event provided. Mrs. Beschel also reported on the Finance Committee meeting held October 22 at the Spokane Center. The Finance Committee reviewed the audits for the Pence Union Building, the Bookstore, Housing and Dining, the Associated Students and Intercollegiate Athletics. Mrs. Beschel announced that the Board will bring forward later on the agenda its recommendation on the President's House and future Board committee structure.

Chair Kirschbaum informed the audience that the meeting agenda included a follow-up to the September 24 Board Retreat at which the Board discussed its mission and governance structure, appointed two committees and charged those committees to come forward with recommendations at the October meeting for a Board mission, a slate of Board officers for 1998-99 and Board meeting dates for 1999. Following our regular Board meeting agenda, the two committees would present and discuss their recommendations and the Board would act on the committees' recommendations. The Board would then retreat to a two-hour Executive Session.

President's Reports, III.B.

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

President of the Faculty Organization, Dr. Dale Lindekugel, reported that the Senate has primarily been involved with the issues of "Reorganization" and "Program Review."

Program Review:

The Senate reviewed the "Program Review criteria" and expressed some concerns about them. One thought is to wait to see the actual number of students in programs before moving into the process; the other concern was the need for some historical context as we look at students within programs. One of the questions faculty raised was: "Are there past decisions or policies that have been made that have impacted student enrollment as demonstrated in the following example?" The example given was that we have exempted some degree programs from a second language requirement, which in turn has affected enrollments in Modern Languages.

The Senate has formed a Senate Selection Committee which has been charged to look at the criteria and to come forward with recommendations at the next Senate meeting. Dr. Lindekugel is hopeful that the Senate will be able to vote on the issue at that time.

Reorganization:

The Senate has also worked on the proposed Reorganization Plan, recently presented to the President's Cabinet and to the Rules Committee, and it will be discussed at the upcoming Senate meeting. The Senate hopes to work with the members of the task force and articulate to the community such goals as better distribution of resources, including faculty development resources; more equal representation of academic units in the collegial administrative structure; increasing the synergy among academic units; and for generally overall enhancement of organizational effectiveness. "If we can articulate these kinds of goals, build some agreement and common ground," Dr. Lindekugel stated, "we have a foundation to work through the areas of disagreements more easily."

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

ASEWU President Strider Denison noted attending the Jane Goodall Luncheon, the Library Dedication and the "Death & Dessert" fund-raiser event for the Library.

The first Washington Student Lobbyists (WSL) meeting for this academic year will be held in Ellensburg, October 23 and 24. Mr. Denison and some of the AS Council members will be traveling to Ellensburg immediately following the Board meeting to attend.

Mr. Denison commended Rick Wetmore, AS Council member for legislative affairs, and Kathy Crum, a Student Lobbyist, for their efforts in providing voter registration for Eastern's students during the first two weeks of class and during freshmen orientation, encouraging student involvement in legislative issues.

The ASEWU President reported on projects AS council members are currently working on, i.e., gathering information on implementing a student technology fee which would be used for upgrading the Student Computer Labs; exploring alternate payment methods at the campus dining facilities to establish debit and credit card machines in the PUB; and soliciting funds from the community and local businesses to raise a \$10,000 scholarship fund for students. He stated that he will be highlighting Associated Students activities and projects that AS Council members are working on at future Board meetings for the purpose of inviting feedback from the Board of Trustees. Mr. Denison informed the Board of future agenda items the AS council is planning to bring before the Board: tuition cap (inflationary percentage), childcare, privatization and tax forbearance on textbooks.

Mr. Denison invited everyone to attend his state-of-the-union address on October 28, at noon, in the Pence Union Building's Multi Purpose Room. He thanked Dr. Alex Cameron, Ms. Carol Terry and Mr. Larry McCulley for their technical assistance with the presentation on the AS Budget scheduled for later in the agenda.

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

Dr. Jordan recognized Vice President Jane A. Johnson for her outstanding work as Vice President for University Advancement and commended her personal efforts in facilitating opportunities for Dr. Jordan to become acquainted with the Spokane, Cheney and the entire Inland Northwest Washington communities. Mr. Kirschbaum presented Ms. Johnson with a resolution commending her for her service to Eastern and the community:

**BOARD OF TRUSTEES
EASTERN WASHINGTON UNIVERSITY**

**RESOLUTION
10-23-98**

WHEREAS, the Board of Trustees wishes to recognize Ms. Jane A. Johnson for her outstanding service as Vice President for University Advancement; and

WHEREAS, Ms. Johnson has served in the position at Eastern Washington University since July 1988 and has given more than 35 years of service to higher education; and

WHEREAS, under Ms. Johnson's leadership between 1990 and 1998, Eastern alumni and friends contributed, through the EWU Foundation:

An endowment that grew by 562 percent, from \$2 million to \$11.5 million;

Total Foundation/university assets that grew by 517 percent, from \$2.8 million to \$15 million;

\$2.5 million in scholarships awarded through the university's Foundation;

In 1997-98, the EWU Foundation gave out \$446,000 in scholarships and in 1998-99, that number is \$626,500;

WHEREAS, Ms. Johnson has been active with the Council for the Advancement and Support of Education (CASE) since 1967, serving as national chair in 1984-85, the first community college representative elected to that position; and

WHEREAS, she received the coveted Father Hesburgh Medal from the national CASE organization; and

WHEREAS, she received the 1997 Frank L. Ashmore Award for service to CASE and the advancement of the profession during the Annual Assembly in Washington, D.C.; and

WHEREAS, Ms. Johnson serves as a role model for women in the University Advancement profession, now therefore:

BE IT RESOLVED that the Board of Trustees hereby recognizes Ms. Jane A. Johnson for her outstanding service to Eastern Washington University.

*Signed by: James L. Kirschbaum
Chair, Board of Trustees*

*Stephen M. Jordan, Ph.D.
President*

Dr. Jordan noted that Steve Glines, a 1998 EWU graduate of the department of Electronic Media and Film, is the winner of the first annual National Student Festival for Film, Video and News Media, staged by Hunter College in New York. Mr. Glines will receive a \$2,000 award for his video "*Silent, Silent Night*" and attend the screening of the award-winning projects in Manhattan, New York, on October 18. Another EWU graduate, Denise Bennett, was also a finalist in the competition with her documentary "*Open Wound*." Eastern's Department of Electronic Media, Theater and Film was the only one west of the Mississippi to win an award. Dr. Jordan remarked that the university is proud of the achievements and pleased to report upon that kind of great teaching and learning at Eastern Washington University.

President Jordan acknowledged that the Mission and Operating Plan, to be presented later at the meeting by Dr. Niel Zimmerman, has been submitted to the Higher Education Coordinating Board by the October 15 deadline. He thanked everyone on the committee for their work on the document and noted that the final approval of the document will take place at the HECB meeting on December 7 at Green River Community College. He encouraged the Board to be present at the meeting to respond to issues and participate in discussions.

Dr. Jordan spoke about the three "Rs:" "Reorganization," "Review" and "Rebudgeting," in reference to the attachment on reorganization in the Board Book; he announced that he will be sending a copy of a more comprehensive document of the Reorganization Plan to each Board member on Monday, following the meeting. In Dr. Jordan's view, there are two components to the Reorganization Plan, one which relates to the academic structure of the university colleges, schools and departments and another which relates to the overall structure of the university in terms of how the vice presidencies should be arrayed. The document has been distributed for discussion to the community. The President has personally invited the student government, classified staff leadership and the Faculty Senate to share their views and comments. He asked the Board of Trustees to also weigh in on the process and expressed hope that the implementation of the larger portion representing the vice presidents and major components reporting to them, will be completed by January 1, 1999. For the implementation of the academic and school restructuring there is some time left for how this will be implemented, as long as all of the major components inside of academic affairs have been identified.

Dr. Jordan complimented the Faculty Senate and Dr. Lindekugel for their work on the Program Review and viewed the discussions which occurred at the Monday, October 12, Senate meeting as very positive. At the meeting, Dr. Jordan assured faculty of the administration's willingness to consider all of the issues: the criteria, the timeline and the process as long as everyone understood the imperative of showing immediate action and acknowledges that the review is a necessary exercise the university has to engage in. Dr. Jordan felt that the faculty joined that spirit and he applauded the Senate for the way they are now addressing the issue.

President Jordan called the Board's attention to a three-page document which described the re-budgeting effort that has been started, including a timeline, outlining the immediate beginning of the training. Vice President Alex Cameron has begun the process by meeting with the deans. The ending date of the process proposes a presentation of the budget to the Board of Trustees at the June meeting. Dr. Jordan requested that Dr. Cameron give a presentation, followed by a discussion, on the process to the Board at the upcoming December meeting, if the Board so desired. Dr. Jordan reminded the Board that all three components of the three "Rs" are under active discussion at Eastern.

Dr. Jordan reported that he and a selected group of senior officers of the university have continued the series of contacts outside of the Spokane/Cheney region. They have visited Yakima, the Tri-Cities, Wenatchee, Moses Lake and will soon visit Walla Walla. The visits included meetings with local legislators, EWU Alumni, print and electronic media, and service clubs, i.e., Rotary, as well as participation in the recruitment process in the local high schools in the evenings and meetings with the presidents and presidents' officers of the community colleges. Dr. Jordan emphasized that the legislators, the communities and the community colleges want Eastern's presence, not competition with other institutions, in their community. They want an array of programs and want Eastern's expertise in their areas of needed programs.

Dr. Jordan reported that the Finance Committee meeting discussed and approved at its last meeting a new campus lighting project, an energy conservation activity. The project will benefit the university by conserving energy long-term. Dr. Jordan credited and complimented Mr. McArthur for his contribution in researching the issue and thanked Dr. Alex Cameron, Mr. Bill Shaw and Mr. Rick Romero for their efforts in bringing this project to reality.

The administration issued an EWU News Release on October 23 addressing the cost of the University House remodel. Dr. Jordan spoke in support of the decision to remodel the house which currently serves as the President's residence. The cost of approximately \$275,000 was incurred because, in Dr. Jordan's view, the house had been left to deteriorate in past years and was in need of significant restoration. Dr. Jordan stated that a detailed accounting of all of the expenses of the remodel was available as part of the press release. Dr. and Mrs. Jordan have enjoyed living in the home and feel that the house enhances the campus. More than 500 people have viewed the house since the Jordans have resided there.

Dr. Jordan urged the Board to withdraw the request for either a new house or further renovations of the University House and assess where we are. Instead, he urged focusing our capital efforts on the highest priorities of the university's campus—which goes back to the academic buildings, particularly in light of the Higher Education Coordinating Board's reduction of Eastern's capital budget request from some \$50 million to some \$30 million.

Mrs. Beschel noted that the Finance Committee concurred with Dr. Jordan's recommendation on the University House.

Action Items, IV.

Minutes of the September 25, 1998, Board of Trustees' Meetings and September 24, Board of Trustees' Retreat Minutes, IV.A. - Mr. Kirschbaum

Motion #10-01-98: "I move that the minutes of the September 25, 1998, Board of Trustees' meeting and the minutes of the September 24, 1998, Board of Trustees' Retreat be approved subject to editing."

Motion by Trustee Beschel; second by Trustee Gutierrez; approved unanimously. Motion carried.

Acceptance of Completion of Contract Over 250,000: Art Building HVAC Improvements, AE#-93-10J, IV.B. - Dr. Cameron

Dr. Cameron recommended acceptance of public works contract AE#-93-10J, Art Building HVAC Improvements. The work has been satisfactorily completed by Apollo Sheet Metal, Inc., for a total contract amount of \$1,311,933.37, exclusive of sales tax. Upon the Board acceptance, retainage will be released to the contractor, specified by the terms of the contract. Six change orders in the amount of \$48,633.37 are included in the total.

Motion #10-02-98: "I move acceptance of public works contract AE#-93-10J, Art Building HVAC Improvements to Apollo Metal, Inc., for the total contract amount of \$1,311,933.37, exclusive of sales tax as presented."

Motion by Trustee Budke; second by Trustee Beschel; approved unanimously. Motion carried.

Approval of EWU's Mission and Operating Plan, IV.C. - Dr. Zimmerman

Dr. Zimmerman recommended approval of EWU's Mission and Operating Plan as submitted in final form to the Higher Education Coordinating Board (HECB), October 15, 1998. The report responded to HECB comments and suggestions from an earlier draft version. Dr. Zimmerman addressed specific issues in the report as requested by the HECB, i.e.; identify areas of activity in Spokane to give a sense of focused mission, area of health, business, urban focus programs, areas of programming for working adults, and areas of unique partnerships, as well as the areas of emphasis and centers of excellence. The administration has communicated with the HECB and is expecting to continue the dialogue about the issues mentioned above. We are expecting more comments from the HECB on our final report and we will continue to seek their responses as we are working on the areas of discussion.

Motion #10-03-98: "I move that the Board approve EWU's Mission and Operating Plan as presented."

Motion by Trustee Budke; second by Trustee Jackson; approved unanimously. Motion carried.

Five Minutes Recess

Mr. Kirschbaum called for a five-minute recess.

Information Items, V.

ASEWU Budget for Fiscal Year 1998-99, V.A. - Mr. Denison and Ms. Hussey

Mr. Strider Denison, president of the Associated Students, and Ms. Jen Hussey, vice president for finance, presented the ASEWU budget for fiscal year 1998-99 which included a description of the budget process and an overview of the budget.

State Auditors' Reports, V.B. - Dr. Cameron

1. 1996-97

Vice President Alex Cameron reported that the state auditors' report for the fiscal year 1996-97 made recommendations on internal controls and on handling university parking and Bookstore cash receipts and deposits. The administration has considered the recommendations and implemented the necessary changes which were then reviewed by Eastern's Internal Auditor, who made additional recommendations for minor changes which have also been implemented and are in operation.

2. Investigation No. 98-33

The second state auditors' report was on six whistleblower assertions. The conclusion of the state auditors was that in all six cases, there was no reasonable cause, in addition to which

they made two recommendations for improving Eastern's internal control. The administration is in the process of implementing them. Copies of the two state auditors' reports were available at the Board meeting for anyone who wished to receive a copy.

Annual Reports, V.C.

1. 1997-98 Fund-Raising Results and Audit Report - Ms. Johnson

Vice President Jane Johnson commended Mr. Phil Akers, associate vice president for development; Ms. Terry Flynn, director for alumni relations; Ms. Rebecca Moss, director of publications and printing and Ms. Stefanie Pettit, public information officer; for their professionalism and contributions to the success of Eastern's fund-raising results over the past years.

Ms. Johnson gave an overview of the 1997-98 fund-raising results and the independent auditor's report.

2. Government Relations Report - Mr. Durrie

Mr. Durrie, director of government relations, reported on higher education issues related to the budget to come before the legislature at the next legislative session.

He also mentioned that the Governor is planning a Higher Education Day in Olympia, tentatively scheduled for the second week of February, either on Tuesday or Thursday, which will include a reception in governor's mansion for all six state institutional boards, alumni and others.

3. Grants and Contracts - Ms. Galm

Ms. Ruth Galm, administrative director of grants research, reported on the activities of contract funding for 1997-98.

Provost Report, V.D. - Dr. Zimmerman

Provost Niel Zimmerman addressed in some detail the Program Review process and Reorganization Plan.

Program Review:

Dr. Zimmerman also confirmed that the document on Program Review has gone to the Senate two meetings ago, and the Senate has established a special group to review the document. Contrary to Dr. Lindekugel's expressed view on the readiness of the committee to act on the document, Dr. Zimmerman reported that the committee has asked for two more weeks to continue their discussion of the process. Acknowledging the difficulty the committee is facing with quantitative and qualitative issues of the review process, Dr. Zimmerman encouraged the committee to find some way to prioritize what can be done so that the process can move forward. The process is useful in terms of what programs EWU is offering, why we are offering those programs and how much we can continue to do it and in what ways.

Reorganization

Dr. Zimmerman identified the document on reorganization, distributed last Monday to the President's Cabinet and the Rules Committee as stated earlier, as intentionally not a complete plan. The calculation was to get the document on the table to allow for the formal discussions to begin. A series of issues not included in the document were set aside for further discussion at

a later time. The proposed reorganization consists of three aspects: the vice presidential level; academic affairs issue in terms of a unit reporting to Provost versus academic affairs in the college structure; and development of a student academic support center and a faculty development and instructional development center. The purpose of the process is to find what works for Eastern and how we can use the organizational structure to help deal with problems. The process will continue with the presentation of the document to the Senate at its upcoming meeting. The administration expects the plan to unfold as the process continues. The hope is that the process will move Eastern forward.

The proposal is published on Eastern's web site under Academic Affairs <http://www.ewu.edu/mission/reorg.html>.

Dr. Jordan commended Dr. Zimmerman for his efforts and leadership in preparing the proposals on reorganization, Program Review and re-budgeting. He emphasized that the administration recognizes the appropriate role of the faculty and the Senate, especially in the reorganization of the colleges and that it will take time to work through the process. Dr. Jordan acknowledged that dealing with all three issues at the same time is very difficult but beneficial since the issues are examined in relation to each other.

Five Minutes Recess

Mr. Kirschbaum called for a five-minute recess.

Old Business/New Business, VI.

Board of Trustees Workshop II on "The Role of The Board," VI. - Mr. Kirschbaum

A. Discussion:

EWU Board of Trustees' Committee on Functions of the Board, VI.A.1. - Mrs. Beschel

Trustee Beschel lead the discussion on the proposed mission statement as presented in the Board Book. Two changes were suggested: 1) hyphenate the word "student-centered," and 2) delete "and is efficiently operated," as it is redundant. The Board agreed with the suggested changes.

On behalf of the Board, Mr. Ormsby thanked Mrs. Jean L. Beschel and Ms. Judith Siminoe for their work and assistance in developing the mission.

B. Action Item:

Board of Trustees' Mission Statement, VI.B.1. - Mr. Kirschbaum

Motion #10-04-98: "I move that the Board approve the Board of Trustees' Mission Statement as modified."

Motion by Trustee Beschel; second by Trustee Jackson; approved unanimously. Motion carried.

A. Discussion:

EWU Board of Trustees' Committee on Committees and Structure, VI.A.2.

Trustee Kirschbaum invited Ms. Gayle Ogden, associate vice president for legal affairs and charitable estate planning, to present the recommendations of the Committee on Committees.

The objectives of the committee were to consider maximizing the time and efforts of the Trustees, ensure that the committee structure builds a relationship between administration and the Trustees, and improve the communication between the community and the university as a whole and welcome new ideas to be brought before the Board. With those objectives in mind, the Committee on Committees recommended that four committees be established and that they be comprised of no more than four Trustees. The four committees and their proposed functions are:

1. Academic Affairs Committee would set parameters for academic policies, deal with HECB issues and accreditation.
2. Facilities Committee would be responsible for the oversight of the capital budget and campus master plan.
3. Student Affairs Committee would deal with AS budgets, student life and enrollment issues.
4. Coordinating Committee would consist of the Board chair and the chairs of the other three Board committees to look at operating budgets, emergencies issues and audits.

The committees will be operating at the policy level—not the operational level—and will work closely with the parallel vice president in each of the areas they would deal with. Each committee would be comprised of no more than four members; one member would be a chair and another person would be designated as an external relations liaison. The committee discussed how the committee structure would facilitate external communications and recommended that each committee would have one person responsible for that function. The committees would generally meet once a month. Meetings may occur in combination with the Board of Trustees regular meeting for that month or by utilizing technology to minimize the time and effort on the part of the Trustees. There would also be two task forces to deal with nomination and awards, since those are not ongoing functions through the year.

The Board discussed the importance of the function and role of an external relations person for each committee.

It was the understanding that the Coordinating Committee would include the function of the former Finance Committee. Mrs. Beschel noted that the Finance Committee at its last meeting discussed whether or not the Finance Committee should be continued as a committee in addition to the four aforementioned committees. Mr. Budke suggested that the Coordinating Committee should exercise the function of the Finance Committee and that the Board will revisit that decision in six months. The Board concurred with Mr. Budke's suggestion.

B. Action Items:

Acceptance of Committees, VI.B.2.a. - Mr. Kirschbaum

Motion #10-05-98: "I move that the Board approve the recommendations of the Committee on Committees and acknowledge the following committees: academic affairs, student affairs, facilities and coordinating."

Motion by Trustee Mays; second by Trustee Ormsby; approved unanimously. Motion carried.

Appointment of Board of Trustees' Officers for Academic Year 1998-99, VI.B.2.b.
- Dr. Mays

Trustee Kirschbaum called on the Nominating Committee, consisting of Dr. Mark Mays and Mr. Michael Ormsby, to report to the Board the committee's recommendation for officers for the academic year 1998-99. Dr. Mays announced the recommendations as: Gordon E. Budke as chair; Jean L. Beschel as vice chair; Stephen M. Jordan as secretary; and Bill Shaw as treasurer.

Motion #10-06-98: "I move that the Board approve the appointment of Board of Trustees' officers for the academic year 1998-99 as follows: Gordon E. Budke, chair; Jean L. Beschel, vice chair; Stephen M. Jordan, secretary; and Bill Shaw, treasurer."

Motion by Trustee Mays; second by Trustee Ormsby; approved unanimously. Motion carried.

Mr. Kirschbaum recommended that the Board submit to Angie O'Neill which two committees each Board member wished to serve on.

A. Discussion:

1999 Board of Trustees Meeting Schedule, VI.A.3. - Mr. Kirschbaum

Mr. Kirschbaum called for a motion on the proposed 1999 Board of Trustees' meeting schedule and gave the option to the newly appointed Chair Budke and Vice Chair Beschel to make changes to the proposed schedule. No changes were made.

B. Action Item:

1999 Board of Trustees' Meeting Schedule, VI.B.3. - Dr. Jordan

Motion #10-07-98: "I move that the Board approve the 1999 Board of Trustees' Meeting Schedule as presented subject to change."

Motion by Trustee Budke; second by Trustee Beschel; approved unanimously. Motion carried.

The Board agreed that the July meeting date be reserved as Board retreat date. Other special events may be scheduled before or after the regular meetings and be decided as needed and in compliance with state statute of the Public Open Meeting Act. It was also suggested that the starting time for Board meetings should be flexible, adjusted depending on the needs for coordinating Board activities.

Executive Session, VII.

At 11:20 a.m. Chairperson Kirschbaum announced that the Board would go into Executive Session for approximately one hour and forty minutes for the purpose authorized in RCW. 42.30.110 to discuss contractual and personnel issues.

Reconvene

At 1:26 p.m. the Board of Trustees reconvened into open session.

Personnel Actions, VIII.

Mr. Kirschbaum requested a motion for approval of the personnel actions.

Mr. Gutierrez excused himself from participation in voting on this matter as it relates to the hiring, discipline or tenure of faculty members and personnel, according to state statute R.C.W. 28B.35.100 (4).

Motion #10-08-98: "I move that the personnel actions be approved as presented."

Motion by Trustee Budke; second by Trustee Beschel; approved unanimously. Motion carried.

Adjournment, IX.

At 1:29 p.m. Mr. Kirschbaum adjourned the meeting.



James L. Kirschbaum
Chair



Stephen M. Jordan
Secretary to the Board of Trustees