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Board of Trustees Minutes, February 26, 1999

Eastern Washington University

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(Attachment IV.A)

Eastern Washington University
BOARD OF TRUSTEES
February 26, 1999
10:00 a.m.
Cheney Campus
Pence Union Building
Room 263-265

Minutes

Board Members Present

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

Board Members Absent

Trustee James L. Kirschbaum

Staff Present

Ms. Martha Brzoska, Director, Academic Advising
Dr. Alex Cameron, Interim Vice President for Business and Finance
Mr. Carl Combs, Computer Services Consultant II
Ms. Ruth Galm, Administrative Director, Academic Grants & Research Development
Ms. Carol Golden, Executive Secretary to the President
Dr. Stephen M. Jordan, President
Dr. Brian Levin-Stankevich, Vice Provost for Enrollment Management and Student Affairs
Officer Tom McGill, EWU Campus Police
Ms. Dana Parker, Academic Personnel Officer
Ms. Judith Penrod Siminoe, Associate to the President
Ms. Stefanie Pettit, Public Information Officer
Mr. Rick Romero, Director, Contract Services
Ms. Michelle Whittingham, Associate Director of Admissions
Ms. Leslie Younger, Computer Services Consultant
Dr. Niel T. Zimmerman, Vice President for Academic Affairs and Provost
Mr. Richard Zornes, Director, Intercollegiate Athletics

Faculty Present

Dr. Neville Hosking, Dean, College of Education and Human Development
Dr. Dale Lindekugel, President, Faculty Senate, Professor of Sociology
Dr. Larry Luton, Chair, Public Administration
Dr. Raymond Soltero, Dean, College of Science, Mathematics and Technology
Dr. Lynn Stephens, Chair, Professor of Accounting

Students Present

Mr. Strider Denison, ASEWU President
Ms. Wendy Miller, Communications Intern, President's Office
Ms. Amy Mallett, ASEWU

Guests Present

Ms. Deborah Danner, Assistant Attorney General
Mr. David Rey, Cheney Free Press
Mr. Greydon Jones, Spokesman Review

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

At 10:05 a.m. Chairman Budke called the regular meeting of the Board of Trustees of Eastern Washington University to order in the Pence Union Building, room 263 - 265. A quorum was present at the meeting.

Reports, III.

Trustees' Reports, III.A.

Trustee Beschel reported on the African American Education Program banquet in celebration of Black History month featuring Loretta Roth, Founder and Executive Director of the Center for Human Rights Education. She is a proponent of a Universal Declaration of Human Rights. Nancy Nelson is the director of the African American Education Program at Eastern Washington University. She did an excellent job of putting the program together.

The planning for Founder's Week is progressing and will be held Tuesday, April 20, to Thursday, April 22. Specifically for the Board's information, Founder's Day is April 20 and the Investiture of President Jordan will be April 22.

Trustee Budke reported on attending the spirit lunch hosted by Ruth Jordan in Tawanka where he listened to coaches talking about Eastern's teams. Team members spoke and answered questions and a lot of enthusiasm was generated.

On February 15, Presidents Day, Trustees Budke and Beschel attended a meeting in Seattle involving the Chairs and Vice Chairs of the Boards of Trustees/Regents of the six Washington institutions of higher education. This meeting provided a chance for Board members to get acquainted and to plan how to work more cooperatively together for the benefit of higher education in Washington State. Future meetings are planned.

President's Reports, III.B.

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

Dr. Lindekugel reported on Faculty Senate issues. The Program Screening Committee consists of Lynn Stephens, Fred Hurand, Judy Leach, Hugh Sullivan, Tom Truelove and Anthony Flynn. This group is currently working with Academic Affairs in the program review process.

Dr. Lindekugel reported the Senate is working on the distance education policies and procedures document which has been in the process for a few years. The document has been approved this year by the President's Cabinet. President Jordan has worked with the chairs of

the Undergraduate Affairs Council and the Graduate Affairs Council where a few changes were made regarding course programs and approval processes, and the hiring of faculty procedures. These changes were approved by the President's Cabinet and the document is currently on the floor of the Senate for approval.

The Senate will be dealing with collegiate reorganization. The deans and chairs are reporting to the Senate about good work getting done with central administration. A proposal will be coming forward soon.

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

Mr. Denison reported on ASEWU elections the previous evening. Congratulations to Denise Faber, director of elections on a job well done with 11 1/2% turnout. Unofficial election results are: Danny Caldwell, President; Josh Ashcroft, Executive Vice President; Roxie Bajema, Finance Vice President. The following referendums were dealt with: The student body passed the proposed changes to the ASEWU constitution which reflects the vision and new direction of Eastern Washington University. Support of a WSU/EWU Riverpoint Center Parking fee did not pass. The students voted to support a technology fee governed by the student representatives instead of a potential fee subject to administrative governance.

Mr. Denison reported he will be attending the Washington State Lobby (WSL) organization meeting in the afternoon. Rick Wetmore, an Eastern legislative affairs council member, has researched ways to alleviate problems and uncertainties as to how money is designated for WSL efforts. The proposal is for an operation budget and a legislative budget. Each school will be charged a membership fee to belong to the WSL which will take care of the operational costs and the students will have an optional donation check on their registration for the legislative budget.

Trustee Budke, on behalf of the Board of Trustees, congratulated the Student Government leaders for creating the interest in the primary leading to a higher a number of candidates and for their efforts to get people out to vote.

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

President Jordan also congratulated the Associated Students on getting the vote out twice. He looks forward to seeing who he owes a dinner for all the hard work.

President Jordan reported he and the other higher education presidents made a budget presentation to the House Appropriations Committee. Dr. Jordan's presentation focused on all the work done on Eastern's Mission Statement and Operating Plan. He emphasized what Eastern is doing to deserve the committee's support and concluded with what they can do to help us succeed in our objectives.

At last month's Board meeting discussion was held and the Board endorsed a set of tuition principles that had been recommended by the Council of Presidents. The focus was around the proposition that the trustees ought to be granted the authority to set tuition at varying rates. While the legislature has not acted in the budgetary arena yet, it is clear they will not grant complete tuition flexibility to the trustees and regents. There are a number of proposals around the same concept and a series of bills to be introduced in Olympia, sponsored by the chair of the Senate Higher Education Committee. The bills contemplate the legislature establishing tuition for each year in the biennium, with consistent votes among regional universities and comparable treatment for the research universities. This would also grant the trustees the authority to raise tuition above the level set by the legislature by another two to two and a half percent. Downward flexibility of a set percent may also be proposed. One area of

disagreement is on the upside proposal which would limit the increase that a Board would adopt for only the period of the biennium and then would have to be reenacted by the Board. It would be difficult for trustees to implement this and use it for faculty salaries because faculty salaries constitute an ongoing base requirement. Eastern will allowing the changes to be a permanent increase. It is clearly in the interest of the University of Washington. If they were to set a tuition level for the institutions for the starting point, Eastern has always been on the low side compared to all the other institutions. Eastern might favor a maximum increase of no more than 2 1/2 to 3 1/2 percent, most of the institutions are starting at 4%.

On another issue, the bill on the Western Undergraduate Exchange seems to be moving through the legislative process with some support. Its passage will be beneficial to Eastern in attracting non-resident students.

There is a group in Cheney, led by Mayor Sooy and the Chamber of Commerce, discussing the issue of downtown development. Dr. Jordan is playing an active role in the group and is offering the resources of the university, particularly as they might be used for development of grant applications to the federal government and to state entities that might be used to help ameliorate the cost of redevelopment efforts in the downtown area. This is important to Eastern if we are to succeed in our long term strategy of growing the university with more traditional residential students. In order to do that we need to have a vibrant downtown area with other types of activities for students to do. The theatre is moving forward in downtown Cheney and we hope this will help to spawn business development in other areas. We need to provide positive atmosphere and a broader selection of things in the downtown area.

A task force has been organized to develop an integrated marketing plan. Dr. Jordan distributed information regarding Eastern's developing plan. This planning process has an outward focus and deals with strategic problems strategically rather than tactically. It has strategic organizational and message integration, active listening to the customer, data base dependence and coordination of messages. The committee is broad based and includes good cross sectional representation of the university, meaning faculty, students, staff, and alumni in the marketing business. President Jordan has asked the task force for a plan of both short and long term strategies by end of spring quarter. This could be critical to the image of the university. Currently Eastern has a lot of images not one of which contributes to a specific notion of the institution.

Related to the image of Eastern, President Jordan distributed copies of slides for a presentation he gave in Portland with the Director of Athletics at the University of Oregon and the Associate Alumni Director of Oregon State. The issue was around development in athletics and relates to the issue of integrated marketing. On each page of the distribution there are two eagles. The eagles are all different until the last page which portrays an array of images currently being used for Eastern Washington University. A part of integrated marketing requires coming down to a single visible image to identify of our athletic endeavors.

President Jordan distributed two articles published in the February 3rd issue of the Inlander showing Eastern's art students' photographs. Bruce Thompson, one of Eastern's art students has a photograph on display at the Spokane Transit Authority Building in downtown Spokane. In the same issue, Theresa Brown, one of Eastern's undergraduates has written an article on art. What great publicity for these students and Eastern

President Jordan announced that the J.F. Kennedy Library has received a 1999 International Excellence in Masonry Design Award from the Masonry Contractors Association of America. This is a tribute to the quality of the faculty we have which is still receiving some national distinction.

President Jordan remarked on Niel Zimmerman's decision not to be a candidate for our Provost search. It is important for the Board to know how much President Jordan has appreciated Niel's commitment to the University and his stepping up at a very difficult time in the university's history to take over as the interim president. Niel guided the university through the legislative process to begin the initiation of the mission and strategic planning process that concluded successfully this December at the HECB. Niel continued to serve as Provost for President Jordan to help in the first year of bringing about change at Eastern. He has acted as a friend and confidant during this time. The university owes Niel a big debt of gratitude for his stepping up and serving. To Niel, President Jordan says "Thank you very much!"

There has been a search going on for the position of Associate Vice President for Enrollment Services. We are pleased that Vice President Levin-Stankevich has completed that search with the successful appointment of Dr. William Ponders. Dr. Ponders is currently at Pierce College on the west side. He has extensive experience in the community college sector in Washington and also brings with him interesting experience in the Cal State system in a predominately upper division commuter campus. Dr. Ponders brings a wealth of needed knowledge to Eastern. His start date is April 1.

Dr. Jordan reported that Eastern has certified a number of its systems as Y2K compliant, including our student information system, our financial record system, our loan management systems, our alumni development, our library system, our bookstore, e-mail, phone switching, voice mail and data networks. We are making significant strides under Dean Kelley's leadership and due to the hard work of the people in Information Resources. The physical plant and academic areas are still being worked on. The high risk area involves our use of date and time sensitive chips, which are not necessarily computer components, i.e., thermostats, and heaters.

Special Report, III.C.

Action Items, IV.

Minutes of the January 22, 1999, Board of Trustees' Meeting, IV.A. - Mr. Budke

Motion #2-1-99: "I move that the minutes of the January 22, 1999, Board of Trustees' meeting be approved."

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

Agenda Item IV.B.: Louise Anderson Hall Delegation of Authority

Dr. Alex Cameron presented a request to the Board to delegate authority to the Facilities Committee to approve awarding the contract for the remodel of Louise Anderson Hall. Our dormitory system in student housing is running close to capacity at this time. There have been three demonstration rooms set up for students to review ideas and give comments on their ideas. Dr. Cameron invites the Board to visit Louise Anderson and give their input. The bid process opening date is Tuesday, March 2. The bids will be ready for review on Friday, March 5. Normally the bids would be brought to the Board as a whole for approval. The Board until April 2, 1999. Bids are anticipated to come in at about \$650,000. The Office of Business and Finance asked the board to give the BOT Facilities Committee authority to approve a bid up to \$750,000.

Motion #2-2-99: "I move that the Board of Trustees approve delegating the Facilities Committee the ability to award bids and bid alternates upon the recommendation of Dr. Cameron and the administrative staff up to \$750,000, subject to ratification by the whole Board at its April 2nd meeting."

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

Chair Budke commented on the importance of the way the Board has organized itself. We now have a Facilities Committee to be able to spend time with Dr. Cameron and others talking about what is going on in the Facilities and Planning side. When a situation like this comes before us BOT members are informed of what the needs are and not only from the staff and management side, but from the Board side. The Board can act quickly and move forward to help meet the mission that we are all working towards. This has been a good move.

Action Item IV.C.: Delegation of Authority to Approve International Travel

Dr. Alex Cameron presented a request asking the Board to authorize the Vice Presidents to approve international travel for their specific areas. The state requires all agencies not report to the Governor, to obtain approval for all travel outside the continental United States, Alaska, or British Columbia. from the governing bodies or a designated managerial designee. The managerial designee was Bill Shaw, Chief Financial Officer. The request is to name as management designee the respective Vice President for his particular area. The Chief Financial Officer really doesn't have an oversight regarding the purpose and reasons for travel. The Vice President in the respective area can provide better oversight and control which is the intent of this particular provision within the travel regulations.

Trustee Lucy asked for clarification as to how many Vice Presidents having authority and how much international travel is projected. Dr. Cameron responded that he contemplates three Vice Presidents: The Provost on the Academic side, which engages in the greatest percentage of international travel. The Vice President for Student Affairs will have items dealing with recruitment. The Vice President of Business and Finance would have only a few isolated incidents of international travel. Most travel in the academic areas currently is being informally approved at the deans level. As far as budgetary considerations are concerned, the dean and the Provost are responsible for the budgets within their areas and when they approve they should assure that funding is available.

Trustee Ormsby remarked on his assumption that a lot of the academic affairs international travel may be associated with research, grant activity and would be grant funded. Provost Zimmerman confirmed that with very few exceptions (a few international conferences), the departments would be dealing with self supporting programs who generate the funds to pay for their travel.

Motion #2-3-99: "I move that the Board of Trustees approve delegation of authority to approve international travel to the Vice Presidents for their designated areas."

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

Action Item IV.D.: Shaw Resolution of Retirement Award Plaque

A resolution honoring Bill Shaw upon his retirement will be presented at the April 2, 1999 Board of Trustees meeting.

Information Items, Agenda Items V.

Information Item V.A.: Public Works Report

Dr. Alex Cameron gave a summary report of actions taken by the administration for Public Works Contracts awarded under \$250,000 for the period July 1, 1998 through December 31, 1998. This report is generated in response to a request from the Board to enable the Board to be knowledgeable of the contracts being awarded on a signature bases. There are four projects in this report.

1. HPE floor refinishing: This is an annual contract to refinish wooden floors such as racquet ball courts, that receive a lot of usage. They need to be refinished on an annual basis, except for the Reid School. The contract award is \$18,650. The majority of the work has been completed at this time.
2. Information Resources emergency power: This is to create an uninterrupted power supply for the computer services building. It also connects the communications room lighting to Pearce Hall emergency generators so the communication rooms have lighting in the event the power were lost. The contract award is \$111,000. The work is anticipated to be completed sometime in June, 1999.
3. PUB emergency sewer line repair: This was awarded on an emergency provision as authorized within the RCWs. The award was \$5,700. There was an ongoing problem which caused backup in the sewer line and overflow into the EWU bookstore.
4. The Roselle Boilers Refractory Replacement: The number three boiler work has been completed and number four boiler work will begin next month and be finished sometime in June 1999. The award was \$21,800.

Information Item V.B.1: ASB Technology Fee

Mr. Strider Denison and Amy Mallet presented an overview on the Student Technology Fee and updated the Board of Trustees on progress since publication on the Board Agenda Book. In the spirit of the university's mission statement specifically, the mission to help students become technologically proficient, the ASEWU has initiated the development of a student technology fee. This fee proposal has been developed and will be implemented by the student based technology fee committee, a by-law established the membership. The theme for this year's ASEWU Council is "To the Students - From the Students."

Mr. Denison briefly reviewed the updated Technology Fee information distributed with the Board Agenda. It included implementation guidelines, the relevant RCW myths and truths about fees, and the survey. The survey demonstrates that the majority of students want a technology fee and Mr. Denison reminded the Board that the referendum passed. Mr. Denison thanked Ms. Amy Mallet, ASEWU Student Services Representative, who worked diligently on the power point presentation and thanked Carol Combs, Dave Dean, Wayne Praeder and Dr. John Schleede for helping to make the presentation possible.

President Jordan noted his understanding that the ASEWU will support the two labs on the Cheney campus and the lab at Riverpoint. It is clear that all three labs will meet the criteria stated in the presentation noting they are under the general support of Information Resources, including the business lab? Ms. Mallet responded they are not under Information Resources but they will be all run the same way. The guidelines have a level of consistency for the standard quality of computers in all the labs on campus, with the exception of a few special cases. The computers at Riverpoint will have the same software programs as the two labs on the Cheney campus. Mr. Denison noted that the labs will be identical as far equipment, replacement and

software. The Business department will manage the Riverpoint lab and Information Resources will manage the campus labs.

Trustee Beschel questioned whether these computers have access to standard software programs, i.e., word processing, spreadsheets, etc. She also asked about Internet access. Mr. Denison responded there is a server and each computer and lab has hooked up with Netscape for surfing the web. The difference would be that the Internet Service Provider would give each student an e-mail address and allow dial in access from the student's home. If the student has a home computer they would be allowed to use Eastern's ISP which would allow them access to Eastern's Library files. ISP access would be at a considerable discount compared to other servers as the fee would be \$25 to \$30 per quarter as opposed to \$19 per month.

Information Item V.B.2: Presentation by Office of Admissions

Dr. Brian Levin-Stankevich introduced the topic of recruitment and mentioned that many campus community members don't get the opportunity to see how Eastern recruits. A large part of recruitment consists of presentation to both large and small groups, schools, community organizations, or on campuses. The new mission statement and new leadership has allowed admissions to create a more consistent message and image which resulted in an impressive power point presentation.

Dr. Levin-Stankevich gave a quick report on application numbers for the fall quarter. Freshman applications are up twenty-one percent over last year. The number of admissions is up by twenty-four percent. Transfer students are down about three to four percent.

Michelle Whittingham, Associate Director of Admissions, presented a power point presentation used by Admissions when recruiting at high schools and community colleges. This presentation was used for the counselor workshops with 100 to 120 counselors per day for a two week period in the fall and was extremely successful. The Stamats survey used by EWU to assess its recruitment efforts, showed counselors previously did not have enough information about Eastern. There has been a tremendous amount of interest with east side applicants at forty-six percent versus thirty-six percent on the west side. Dr. Jordan noted that ethnic diversity applications amounted to thirteen percent. Since this region's population is about eight percent EWU is doing a good job of drawing minority students onto the campus.

Dr. Jordan remarked on his opportunity to participate in a couple of the presentations with Ms. Whittingham, the minority programs and the Eagle Ambassadors. These groups do a terrific job.

Old Business/New Business VI.

New Business VI.: Faculty Appointment

Dr. Larry Luton, Director of Public Administration, made a recommendation to the Board for a tenured faculty appointment for Dr. Stephen M. Jordan. The program of Public Administration was quite excited to learn when President Jordan was appointed to the Presidency, that he has an MPA and a Ph.D. in Public Administration from the University of Colorado. Dr. Jordan will be teaching a public finance course spring quarter. There was a discussion at a faculty retreat prior to fall quarter where it was suggested that Dr. Jordan be offered a position in the faculty. A memo was circulated among the faculty and one hundred percent of the departmental faculty signed onto the memo recommending to Provost Zimmerman that Dr. Jordan be given a tenured appointment in the Department of Public Administration. It is difficult to find good faculty in the area of Public Finance which happens to be the area Dr. Jordan has agreed to help in. Along with having the educational background and the experience, Dr. Jordan has taught at the

college level previously at Arizona State University and also in Colorado. Dr. Luton asked the Board to concur with the Business and Public Administration Department and agree to offer Dr. Jordan a tenured position in the College of Business, Department of Public Administration.

Chair Budke noted this item is included in the personnel actions to be acted upon under Agenda Item VIII.

Executive Session, VII.

At 11:25 a.m. Chairperson Budke announced that the Board would go into Executive Session for the purpose authorized in RCW. 42.30.110 to discuss contractual and personnel issues. Following the executive session, the BOT meeting will resume for motion on the personnel actions.

Reconvene

At 12:57 p.m. the Board of Trustees reconvened into open session.

Personnel Actions, VIII.

Trustee Ormsby requested a motion for approval of the personnel actions.

Motion #2-5-99: "I move that the personnel actions be approved as presented."

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

Adjournment, IX.

At 1:00 p.m. Mr. Budke adjourned the meeting.



Gordon E. Budke
Chair



Stephen M. Jordan
Secretary to the Board of Trustees