

6-25-1999

Board of Trustees Minutes, June 25, 1999

Eastern Washington University

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Eastern Washington University
BOARD OF TRUSTEES
June 25, 1999, 10:00 a.m.
Cheney Campus
Pence Union Building
Room 263-65

Minutes

Board Members Present

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

Staff Present

Ms. Grace Callahan, Secretary to the ASEWU
Ms. Roxann Dempsey, Assistant to the Vice President for Business and Finance
Ms. Connie Gross, Secretary to the Board of Trustees
Ms. Toni Habegger, Chief Financial Officer
Ms. Michele Heffernan, EWU Police Officer
Dr. Stephen M. Jordan, President
Ms. Patricia Kelley, Dean of Libraries
Ms. Tessa Kropidowski, Associate Director of Budget Services
Dr. Brian Levin-Stankevich, Vice President for Student Affairs
Mr. Larry McCulley, Budget Analyst II
Ms. Rebecca Moss, Director of Publications and Printing
Ms. Dana Parker, Academic Personnel Officer
Ms. Stephanie Pettit, Public Information Officer
Ms. Jolynn Rogers, Director of Administrative Personnel/University Training
Mr. Rick Romero, Associate Vice President, Business Services
Ms. Flora Sandhaus, Budget Analyst II
Ms. Judith Penrod Siminoe, Associate to the President
Ms. Carol Terry, Director of Financial Planning
Ms. Mary Voves, Vice President for Business and Finance
Ms. Lesli Younger, Computer Services Consultant II

Faculty Present

Dr. Alex Cameron, Interim Vice President for Business and Finance
Mr. George Durrie, Director of Governmental Relations
Dr. Dale Lindekugel, President of the Faculty Organization
Dr. Jeff Stafford, Assistant Vice Provost, Educational Outreach
Dr. Niel Zimmerman, Vice President for Academic Affairs and Provost

Students Present

Mr. Josh Ashcroft, ASEWU
Mr. Daniel J. Caldwell, President, ASEWU
Mr. Aaron Gutierrez, Former Student Trustee
Ms. Jen Hussey, ASEWU
Mr. Allen Moody, Editor, The Easterner

Others Present

Mr. Larry Briney, Assistant Attorney General
Mrs. Judy Cameron, wife of Dr. Alex Cameron
Mr. Kevin Hanson, Cheney Free Press

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

At 10:13 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, including a new member Melisa Dybbro, student trustee. Danny Caldwell, ASEWU President for 1999-2000 was in attendance for the first meeting of his term.

Reports, III.

Trustees' Reports, III.A.

Trustee Beschel said the Facilities Committee particularly wants to thank Alex Cameron for his work with the Board this past year.

Chair Budke noted that trustee Lucy Isaki has resigned due to a conflict of interest with her new position in the Attorney General's office in Seattle. In appreciation for her excellent service, the Board is sending her a crystal eagle. Mr. Budke also noted that Strider Denison has graduated and is on his way to Spain, but that the Board wished to thank him for his service. Grace Callahan accepted an engraved clock on Mr. Denison's behalf. Mr. Budke noted that Aaron Gutierrez was the first student trustee to serve on the Board, and in appreciation for his serious work he was also presented with an engraved clock and thanked for his service.

President's Reports, III.B.

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

Dr. Lindekugel said the Faculty Organization is looking forward to a quiet summer. They haven't met yet this summer, but the new officers have been elected. The Vice President and President Elect is Wendy Repovich, Brian Grinder is the new Treasurer, Theresa Martin was re-elected as Secretary, and Lynn Stephens will be President. The Faculty Organization will be working on curriculum, with a review of the liberal arts and general education core curriculum to be completed by winter.

Associated Students, III.B.2. — Mr. Caldwell

Danny Caldwell introduced himself to the Board members. He reported that the ASEWU is finalizing the technology fee and the pool hall area in the PUB, and they are helping with the childcare facility on campus. He said that in four years EWU will have the technology we need, and thanked the Board for their consideration of the technology fee. He said the "mausoleum" (Rendezvous Room) should be ready by the first of the quarter. Mr. Caldwell would like to improve campus-wide participation in events, elections and student life as a whole. EWU is a place where people are proud to become alumni, so we need to continue focusing on the returning students and on retaining new freshmen. He would like to rebuild the campus community and turn the current glow into fireworks. He invited the Board members to join the new student council for their retreat on September 7-10, 1999. Lunch will be served at 12:00. Please call Grace at 359-2514 if you would like to attend. Mr. Caldwell said he looks forward to working with the Board over the next year.

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

President Jordan welcomed Melisa Dybbro as the new student trustee, and Danny Caldwell as the new president of the ASEWU. He also welcomed Mary Voves, the new Vice President for Business and Finance, and thanked Interim Vice President Alex Cameron for a tremendous job this past year. Dr. Cameron will now serve as Interim Dean of the College of Business and Public Administration.

President Jordan thanked everyone involved with commencement this past week. He noted that the commencement committee dealt successfully with a new idea and all of the associated logistics of change this year, and that commencement was a tremendous celebration with 9,000 people in the stadium.

Regarding the provost search, President Jordan reported that the search committee met last Monday and narrowed the pool of finalists down to one candidate. Dr. Jordan visited that person's campus this week, and is in active discussion regarding an offer. He thanked the Board and others for taking the time to meet with the candidates during a very busy week.

The Seattle Seahawks will return to Eastern for their summer training camp, and sessions will be open to the public from August 1-26. A community event is scheduled for the weekend of August 6-8.

Chairman Budke and President Jordan met with John Webster, the higher education editorial writer of the Spokesman-Review on June 15, to discuss the advances EWU has made over the past year. They called on the paper to follow its own editorial advice when it called for individuals and organizations to be active supporters in the community, and they urged that the paper actively support Eastern in its endeavors.

Scott Barnes officially begins as Athletic Director on July 1, 1999 and will hold a staff meeting at 8:00 a.m. that morning.

President Jordan was pleased to acknowledge the faculty and students from the Department of Urban and Regional Planning for receiving commendations from The Honorable Paul Vesco, Mayor of Winnemucca, Nevada and from John Milton, Chairman of the Board of Commissioners of Humboldt County, for their assistance in developing a regional master plan for Humboldt County and the City of Winnemucca.

The National Association of Student Personnel Administrators sponsors a Minority Undergraduate Fellows Program with the aim of identifying and encouraging minorities to pursue studies in higher education and to consider student affairs as a profession. Three Eastern students (Bertha Villa, Melisa Dybbro and Henry Aubert) and their mentors have been selected by NASPA for such a program, and President Jordan offered congratulations to all three.

Representative Mark Schoesler's aid, Tracy Ownby, toured our campus on June 16, and Representative Helen Summers will visit on July 12. President Jordan said he has put an external affairs group together which has planned a six-month external affairs calendar including trips around the region and the state. The group will be very active in pursuing our agenda with members of the Legislature.

President Jordan voiced his concern that the internet access component of the Student Technology Fee could eat up most of the fee. He said it is imperative that a committee be established as soon as possible to review the bids and make a determination of what the highest priority is—equipment and equipment replacement or having internet service. Both are

very positive needs, but there may not be enough revenue to support both in a full implementation.

Special Report, III.C. — Rebecca Moss and Jeff Stafford

Dr. Stafford and Ms. Moss reported that the Integrated Marketing Committee Report is still in progress—they hope to finalize the plan sometime in the next few weeks and send it to President Jordan and his senior leadership for their review. A committee of 35 faculty, staff, students and alumni was formed to develop a plan that is comprehensive enough to pull all the functions of Eastern's marketing together but at the same time not be too restrictive to individuals. The assumptions for the plan include the fact that it is a work in progress, and that it is more strategic and focused beyond the usual marketing considerations: product, price, place and promotion.

The committee identified six major initiatives:

- 1) Infrastructure Initiative: data based and research based; broad global image plan and how to implement it; event promotion and public relations; university Web site; and official university images.
- 2) Image Initiative: What do we want people to say about EWU? Relied on previous research: personal, school of opportunity, institution of quality in service, education and product. Testing different ways of saying "good value", "best buy", and "more for your money" to promote Eastern.
- 3) Building External Relationships Initiative: Build upon the positive relationships we have among groups such as alumni, parents, and high school counselors. (7-10 most significant stakeholders were identified.) We have a relationship with them that could be improved upon, and/or they are influencers of decisions.
- 4) Sense of the University Initiative: Improve and build upon the internal culture and relationships; develop and enhance the Cheney campus as a residential center; develop and enhance the Spokane connection to take advantage of the metropolitan area; and develop and enhance partnerships with the Cheney community.
- 5) Recruitment Initiative: Vice President Levin-Stankevich's area has done an outstanding job of recruitment. We need to enhance and work with those efforts and integrate with other recruitment efforts. We need to look at what the different colleges are doing, and make sure all of them are work together.
- 6) Retention Initiative: There are a number of individual efforts going on to retain students, but not a tremendous global effort of retention.

Dr. Stafford said each initiative has a timeline, potential owners, outcomes statements, some budgetary issues, and other details. The next step is to finalize and present the final draft for feedback and approval.

Action Items, IV.

Action Item IV.A.: Minutes of the May 21, 1999 Board of Trustees' Meeting — Mr. Budke

Motion #6-1-99: "I move that the minutes of the May 21, 1999, Board of Trustees' meeting be approved as submitted."

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

Action Item IV.B.: Alex Cameron Resolution — President Jordan

Chairman Budke presented Dr. Alex Cameron with a framed resolution commending him for his outstanding service to EWU as Interim Vice President for Business and Finance. Dr. Cameron thanked the Board for the resolution and for the opportunity to work with them during the turnaround this past year, and also said how much he appreciated working with President Jordan.

Action Item IV.C.: University Treasurer Resolution — President Jordan

Chair Budke presented a resolution appointing Vice President Mary Voves to act as Treasurer to EWU, effective July 1, 1999.

Motion #6-2-99: "I move approval of the resolution as presented."

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

Action Item IV.D.: Ratification of Winter 2000 Academic Calendar — Provost Zimmerman

Provost Zimmerman reported that winter quarter is always a problem because of holidays, but now with Y2K concerns we need to protect the students from possible power outages and other complications. Instead of starting on Monday, the plan is to start on Wednesday to be sure power, heat and water support systems are functional. This causes us to lose two days of classes, including a Monday. The proposal is to start on Wednesday, extend the instructional calendar to the Monday of finals week, and compress finals "week" to Tuesday through Friday. The deadline for turning in grades will still be the following Monday, March 20. Provost Zimmerman asks for the Board's approval of the Academic calendar for 2000.

Motion #6-3-99: *The Coordinating Committee recommends approval of the Winter quarter 2000 academic calendar.*

No second required; passed unanimously. Motion carried.

Action Item IV.E.: Printing Charge Proposal for Computer Labs — Provost Zimmerman

Provost Zimmerman noted that this is the second reading on a proposal for a printing charge in the computer labs. Due to vastly increased printing from the internet it has become a burden to the university to provide this printing free of charge. It is proposed that students with lab access be allowed to print in the labs using a card with a \$6 credit (for 120 pages) at the start of each quarter. Students would have to pay \$.05 per page for pages beyond that limit. This will apply to everyone using the labs. The hardware is already in place, and one card will be used for all campus charges.

Mr. Caldwell said the students are in agreement with the printing fee, but asked that we look into classes which require excessive downloading and printing. He suggested the professors provide handouts instead so class requirements don't rapidly use up the 120-page credit. Provost Zimmerman said faculty need to be aware that the students will have to pay for any excessive printing that might be required.

Motion #6-4-99: *"I move that the Computer Lab Printing Charge be approved."*

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

At 10:55 a.m. Chair Budke called for a 5 minute break.

The meeting reconvened at 11:05 a.m.

Action Item IV.F.: EWU Images — “Spirit Eagle/Mascot”, “Eagle Logo”, EWU wordmark/logo, EWU seal and “Eastern Eagles” — Ms. Rebecca Moss

Dr. Jordan noted that he saw many images when he arrived at Eastern, but not one particular Eagle, and also observed that no EWU apparel was available in local stores. He began looking into this and learned we hadn't established and licensed an image to be used on marketable products. He then formed a committee to work on this issue.

Rebecca Moss reported that over 25 images were available at Eastern when the committee began its work. She presented the images selected with text regarding the appropriate use for each. The committee reviewed all of the available images and came up with a few new ones. They used focus groups and a web survey to get feedback on the preferred images. No jargon term was selected—people did not seem to want its use. Ms. Moss requests the Board's approval of these images and their uses as specified in Attachment IV.F., attached to the official minutes. (She is contacting the Attorney General and the Department of Transportation regarding the license plates.)

If the proposed images are approved, a campus-wide correspondence will go out to announce the new installation of the images and request the phasing out of all non-standard images. We will soon be able to download the images from the internet. Ms. Moss will work on the merchandising of our products at area stores, plus the Bookstore plans to publish a catalog using university employees, students and their families as models for EWU clothing.

Motion #6-5-99: The Coordinating Committee recommends the approval of the EWU images as presented.

Discussion. Mr. Caldwell asked about the spirit eagle, and if it will be possible to adjust the stances of the spirit eagle for the different sports. Ms. Moss will pursue hiring someone to do this.

Vote on the motion was unanimous. Motion carried.

Action Item IV.G.: Public Works Contract Award, Project #AE-98-05, Classroom Renewal Phase VII — Vice President Cameron

Dr. Cameron reported that the project consists of the renovation of classrooms 125, 126, 228 and 229 in Williamson Hall, and R-TV room 123. This project will remove the moveable partitions in the first four rooms, refinish most of the interior surfaces, provide new seating, upgrade the lighting and provide multimedia equipment. The RTV room 123 will become a tiered classroom with 47 fixed seats, the lighting will be upgraded, the interior finishes will be upgraded, and multimedia equipment will be provided. The low bidder was ECK Specialties, Inc. The bid was put out with 4 alternatives, and the administration recommended acceptance of the bid with alternatives 1, 2 & 3, but not 4, at a bid price of \$476,911.

Motion #6-6-99: “The Facilities Committee recommends the Classroom Renewal Phase VII, Project AE-98-05, be granted to ECK Specialties, Inc. of Spokane with a base bid plus alternatives 1, 2 and 3 for a total of \$476,911.”

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

Action Item IV.H.: Services and Activities Fees, Budget Recommendations for FY 2000 — Mr. Caldwell

President Caldwell and Jen Hussey highlighted areas of the Services and Activities Fees Budget. The projected revenue for FY2000 is \$2,518,521 with \$1.4 million left after required transfers. They have allocated .5% to the CEASE/CARE program, 1.5% to the childcare program, 3.3% to the Easterner, and 47% to Intercollegiate Athletics. The Student Activities/Services budget was increased to correlate with President Jordan's vision of increasing student activities on campus, and also gave increases to most of the clubs and organizations. There was discussion.

Motion #6-7-99: "I recommend acceptance of the service and activities fee budget recommendations for FY2000."

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

Action Item IV.I.: Annual Operating/Capital Budget FY 2000 — Dr. Cameron

Dr. Cameron presented the major points of the budget: The Legislature extended the authority of the Board for additional optional salary increases from funds other than the state appropriations; it also delegated authority to the Board to increase tuition up to 4.6% from its current level (by self-determined categories); and granted unlimited waiver authority—all within a two-year time period. The administration is asking the Board to accept and exercise each authority in each of these three categories—to include a salary increase of 4% for faculty and administrative exempt employees, to authorize Western University Exchange waivers, and to approve a tuition increase of 3%. A recruitment and retention pool for faculty and nonclassified staff for each year of the two-year biennium will be available.

Revenue assumptions: GFS \$41.6 million

Net tuition revenue estimate: \$18.1 million under the assumptions of a 3% tuition increase and 7509 FTES students. (The administration anticipates meeting or exceeding the FTES.)

Provision for an additional \$400,000 in EWU grant funding.

6% total WUE waivers

25 graduate tuition waivers

Tuition rates: 3% increase in all categories

President Jordan pointed out that we are departing from the practice of our sister institutions. They are exercising their tuition setting authority for both years, but we are only setting for one year at a time in order to await the outcome of the next academic year before making decisions regarding tuition for the second year of the biennium.

Expenditure Assumptions: A 3% increase for classified staff was provided by the Legislature, 4% for faculty, librarians, graduate assistants and administrative exempt employees (the additional 1% is provided for under the authority granted the Board); however there is no funding for inflation issues in the operating budgets.

Operating Budget Overview: The total expenditure budget proposed is \$106,252,645. The four major categories are:

- 1) Educational and General Operating expenses: \$65.7 million
- 2) Auxiliary enterprises: \$18.6 million
- 3) Scholarships and Fellowships: \$10.9 million
- 4) Sponsored Programs: \$11 million

Dr. Cameron said the operating budget is a balanced budget with a moderate tuition increase, a reasonable salary increase, an investment in future enrollment growth, and strategic positioning for competitive advantage. It is tied to the university's overall objectives, and lays the

foundation for future growth. He said this budget helps Eastern gain control of its financial destiny.

The administration recommended that the Board approve the following tuition rates for FY 2000 (July 1, 1999 - June 30, 2000):

Resident Undergraduate:	\$2,700
Resident Graduate:	\$4,326
Non-Resident Undergraduate:	\$9,594
Non-Resident Graduate:	\$13,161

Motion #6-8-99: *"The Coordinating Committee recommends approval of a 3% tuition increase for FY 2000."*

Motion approved unanimously. Motion carried.

The administration recommended that the Board of Trustees approve the operating budget of \$106,252,645, including fund transfers of \$3.1 million, for FY 2000, which begins July 1, 1999 and ends June 30, 2000.

Motion #6-9-99: *"I move that the Board approve the operating budget of \$106,252,645, including fund transfers of \$3.1 million, for FY 2000."*

Motion by Trustee Beschel; seconded by Trustee Kirschbaum.

Chair Budke pointed out that this budget includes a 1% optional salary increase and 25 unlimited tuition waivers at the graduate level.

Motion approved unanimously. Motion carried.

Capital Budget Overview

Dr. Cameron reported that the 2000 year budget provides for an increased level of capital funding. Our total capital budget new appropriation for the biennium is \$28 million, which is higher than we've previously received from the Legislature. It includes funding of four major capital projects: Monroe Hall remodel, Phase II of the Childcare Center, a Boiler Plant Expansion, and remodel of the Showalter 109 classroom. It focuses fairly strongly on our long-range capital project initiatives and is heavily focused on upgrading and modernizing our existing facilities rather than building new facilities. It is centered around creating an attractive and inviting environment for our students, and is oriented toward building a residential campus that will attract and retain students at Eastern.

The total capital budget for the biennium is \$28.5 million. We received \$100,000 for the pre-design of Senior Hall, and \$1 million for the campus network. There are also infrastructure preservation provisions of \$1 million, \$3 million for minor works preservation, \$2.2 million for the minor works program and approximately \$900,000 for the upgrading of water works and preservation. There is also provision for extension of the lighting and paver systems to other places on campus during Summer 2000.

The administration is requesting approval for FY 2000 State Funded Capital Projects of \$30,373,284; \$13,301,770 of which is the reappropriation of unused funds and \$17,071,514 is new appropriations. President Jordan noted that the \$13 million reappropriation is bothersome, and pointed out that at the end of the next biennium we need to demonstrate that we've executed the capital plan prior to asking for new funding. Dr. Mays asked how funds

could be unused. Dr. Jordan responded that staff to manage projects had been insufficient but that we plan to remedy this situation.

FY 2000 Local Funded Capital Projects: \$1,012,150

PUB:	\$56,000
Housing and Dining:	\$920,000
Parking Services:	\$25,000
University Bookstore:	\$10,000

The administration recommends the Board of Trustees approve the capital budget of \$31,385,434 for FY2000, which begins July 1, 1999 and ends June 30, 2000.

Motion #6-10-99: "I move that the Board approve the capital budget for FY 2000 in the amount of \$31,385,434."

Motion by Trustee Beschel; seconded by Trustee Kirschbaum; approved unanimously. Motion carried.

Information Items, Agenda Items V.

Danny Caldwell had some R-TV news: Of the 20 spots available at the New York film competition this fall, there are 10 spots in the film category and an EWU student has taken one of those positions. In the other category of video there are also 10 positions, of which EWU students have taken 4.

Executive Session, VIII.

At 1:00 p.m. Chair Budke announced that the Board would go into Executive Session for the purposes authorized in RCW 42.30.110 to discuss contractual and personnel issues, including discussion of President Jordan's evaluation, performance incentive compensation, extension of his contract, and salary adjustment. Following the executive session, the Board of Trustees' meeting will resume for motions on the personnel actions.

Reconvene

At 2:55 the Board of Trustees reconvened into open session.

Personnel Actions, VIII.

Motion #6-11-99: "I move that the Board approve the personnel actions as recommended by the administration, recognizing that there may be some later adjustments made to some Dean's salaries, pending review."

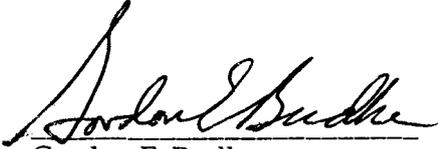
Motion by Trustee Ormsby; seconded by Trustee Kirschbaum; approved unanimously. Motion carried.

Motion #6-12-99: "I move that the Board approve extension of President Jordan's contract by one year, to expire June 30, 2002; payment of the maximum performance bonus under the terms of the contract he signed last year; and that he receive a salary increase of 4% of his base pay."

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

Adjournment, IX.

At 3:05 p.m. Mr. Budke adjourned the meeting.



Gordon E. Budke
Chair



Stephen M. Jordan
Secretary to the Board of Trustees