

9-24-1999

Board of Trustees Minutes, September 24, 1999

Eastern Washington University

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Eastern Washington University
BOARD OF TRUSTEES
September 24, 1999, 10:00 a.m.
Cheney Campus
PUB 263-265

Minutes

Board Members Participating

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 Participating

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
Mr. Mike Irish, Associate Vice President for Facilities and Planning
Dr. Stephen M. Jordan, President
Dr. Brian Levin-Stankevich, Vice President for Student Affairs
Ms. Rebecca Moss, Director of Publications and Printing
Ms. Gayle Ogden, Assistant Vice President for Legal Affairs/Charitable Estate Planning
Ms. Stefanie Pettit, Public Information Officer
Ms. Michaela Reitcheck, Internal Auditor
Ms. Jolynn Rogers, Director of Human Resources
Mr. Rick Romero, Associate Vice President for Business Services
Ms. Judith Penrod Siminoe, Associate to the President
Ms. Carol Terry, Director of Financial Planning
Ms. Julie Thayer, Assistant to the Vice President for Student Affairs
Ms. Mary Voves, Vice President for Business and Finance
Ms. Lesli Younger, Computer Services Consultant II

Faculty Participating

Dr. Alex Cameron, Dean of the College of Business and Public Administration
Mr. George Durrie, Director of Governmental Relations
Ms. Pat Kelley, Dean of Information Resources
Dr. Dale Lindekugel, Professor of Sociology
Mr. Ron Raver, Associate Professor of PEHR
Dr. Lynn Stephens, President of the Faculty Organization
Dr. Ray Soltero, Dean, College of Science, Mathematics and Technology
Dr. Niel Zimmerman, Vice President for Academic Affairs and Provost

Students Participating

Ms. Roxie Arnold, Vice President of Finance, ASEWU
Mr. Danny J. Caldwell, President, ASEWU
Mr. Aaron Gutierrez, former student BOT member

Others Participating

Mr. Kevin Hanson, Cheney Free Press
Ms. Wendy Harris, Spokesman-Review
Mr. John Johnson, former Athletic Director
Mr. Dick Zornes, former student, athlete, coach and athletic director

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

At 10:18 a.m. Chairman Budke called the regular meeting of the Board of Trustees of Eastern Washington University to order. A quorum was present at the meeting.

Reports, III.

Trustees' Reports, III.A.

Trustee Dybbro presented the Board members with pens from the Philippines.

Trustee Kirschbaum noted that it is very gratifying to have all the students on campus this fall.

Presidents' Reports, III.B.

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

Dr. Stephens reported that the Senate did not meet over the summer. She thanked Dr. Dale Lindekugel for his service as President of the Faculty Organization last year. The three major agenda items for the Faculty Organization this year are: participating in the student learning task force; defining the policy making ...; and examination of the integrated studies graduation requirement. She noted that this fall is bittersweet because we are welcoming a large enrollment and large freshmen class, but we lost Tom Bonsor, our retired senior faculty member, last Friday afternoon. She looks forward to an exciting year working together with everyone.

Associated Students' Report, III.B.2. - Mr. Caldwell

Danny Caldwell said this week has been "entertaining" and very busy. The technology fee has been one of the major issues to be dealt with, as the Associated Students are getting out passwords and user names to many students in a short time frame. They have set up tables in front of the PUB and at Riverpoint to give out the student information this week and next week. This appears to be a huge success that wasn't foreseen. New students and also volunteer returning students are signing up for the services. 3500 have signed up and paid so far.

Some of the ASEWU goals for this year include a Cybercafe in the PUB, where one can drink coffee, read the paper, and browse the internet; a voter registration drive; and student recognition. They are also looking at how the Washington Student Lobby is dealt with. They are looking into the possibility of using a negative check off system to boost levels of the \$2 donation. It is believed that donations are low because of internet registration.

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

President Jordan showed the Board members the 30-second spot on Eastern that will be broadcast during our three telecast football games this fall. He also showed one that was recently broadcast on News 4 regarding Ivan Munk, a graduate of EWU and the artist who does water color paintings depicting the historic buildings on campus. President Jordan noted that we appreciate the work that Ivan has done, and intend to sell copies to our alumni.

President Jordan then thanked Dale Lindekugel for his service to the Faculty Organization and the Senate during 1998-99. He and Chair Budke presented Dr. Lindekugel with an EWU clock in appreciation for the work done and progress made this past year.

President Jordan explained that some Board members' terms end at this time, but they don't actually leave service on the Board until replaced. He acknowledged the work of Trustee Kirschbaum, who served as Chair of the Board a year ago, during the search process and the first few months that Dr. Jordan was President of the University.

President Jordan and Chair Budke presented Trustee Kirschbaum with a lithograph of Showalter Hall. Trustee Kirschbaum thanked everyone, saying he feels it is time to move on and let someone else take over.

President Jordan reported that Representative Carolyn Edmonds will be on campus next Monday, and on Tuesday members of the House Capital Budget committee will be on campus. The Goodwill Tours will begin on Monday, October 4 and will continue through the end of the month in Colville, Chewelah, Newport, Yakima, the Tri-Cities and Walla Walla. He noted we are also hitting heavily on Admissions Sneak Previews in various areas and Alumni Events in Portland, Flagstaff and Seattle.

Homecoming week starts October 11. The parade will be Thursday night in downtown Cheney and events will culminate on Saturday with an open house to begin at 9:30 a.m.; the Louise Anderson Hall rededication ceremony at 10:00 a.m.; a women's volleyball game against Portland State in Reese Court at noon; an all-university tailgate party at 1:00 p.m.; and the Homecoming football game against Idaho State at 3:00 p.m. in Woodward Stadium.

President Jordan announced that Dr. Jeanne Small, Professor of Biochemistry, recently received a \$1.15 million grant from the Office of Naval Research to design and develop a portable device that can detect airborne pathogens. She is doing this cooperatively with SIRTi in Spokane. It is a tremendous grant for us and a real tribute to Jeanne.

Dr. Jordan acknowledged last year's volleyball team, which was recently the recipient of the 1998-99 Team Academic Award by the Volleyball Coaches Association. Each team member will receive a certificate, and the University will receive a plaque.

President Jordan announced that the Hall of Fame induction will be held on Saturday, September 25. Being inducted into the Hall of Fame are: Dick Zornes, EWU football coach and his former Eastern football teammate, Mel Stanton. They will be joined by track standout Ron Chadwick, NAIA Hall of Fame coach Ed Chissus, women's basketball player Maria Loos Lefler, and long-time Eastern supporter and contributor, Patsy Utter.

President Jordan announced that Mike Irish, Associate Vice President for Facilities and Planning, recently began a weekly update of campus construction activity. Dr. Jordan noted that the report is quite informative, and he has already received some positive comments regarding the update from campus members.

President Jordan noted that the Board members have received a copy of the Integrated Marketing Plan. He thanked Jeff Stafford, Rebecca Moss and their committee for all the work that has gone into the report. He noted that it will be on the Vice Presidents' agenda next week to start looking at it. He said it was a lot of work, but generated a lot of great ideas to help the University move forward with enrollment growth initiatives.

President Jordan asked Vice President Levin-Stankevich go give an update on enrollments. Dr. Levin-Stankevich said that enrollment through the third day of classes was up 278 continuing students over last year; new freshmen were at 1079 which is 206 up from last year's 873. New transfer students are at 1057, which is up 35 over last year, and he noted that we have more new freshmen than new transfer students, which is a very different profile for our university. Overall enrollment is up by 506 headcount. He noted that usually enrollment continues up for a while, levels out and then drops some. Using a conservative ration of headcount to FTE we should have 7970 fall quarter with an annual average of 7680. He explained that this enrollment is still below the 7739 for which we are funded, but it is well above our 7509 target set for the HECB last year.

Action Items, IV.

Action Item IV.A.: Minutes of the July 23, 1999 Board of Trustees' Meeting - Mr. Gordon Budke

Motion #9-1-99: "I move that the minutes of the July 23, 1999 Board of Trustees' meeting be approved as submitted."

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

Action Item IV.B.: Richard Zornes Resolution - Mr. Gordon Budke

Chair Budke presented a framed resolution to Dick Zornes commending him on his many years of service to EWU.

Motion #9-2-99: "I move that the Board approve the Resolution for Mr. Richard Zornes."

Motion by Trustee Kirschbaum; second by Trustee Beschel. Motion carried.

Former Athletic Director John Johnson honored Dick Zornes on behalf of the many student athletes who played football for him. He said the true and special part of Dick Zornes is what he has done for young people in sports. He instilled life lessons in his players—he grew young men, and this was his greatest gift to us. Coach Zornes believed in his student athletes, and they graduated at greater than an 85% rate. He touched many people and made them good coaches. He is not a coach, he is a teacher. Mr. Johnson said the Athletics Department appreciates Coach Zornes for what he has done for the athletes, and what he has done for Eastern Washington University. Coach Zornes was presented with an engraved crystal eagle from the Athletics Department.

Action Item IV.C.: Increase in Budget Authority - President Jordan

President Jordan said the administration previously brought the budget to the Board premised on 7509 FTE students, but realized there was a high probability we would exceed that number. If our numbers increased, we needed to have certain services ready for the students when they arrived here. The administration put together several proposals for funding various levels of service, and told the units to go ahead and spend at level one of the proposal in order to serve these students. He noted that other levels will be considered after 10th day enrollment figures are available.

Motion #9-3-99: "I recommend approval of funding level one expenditures premised upon 7600 students; \$270,761 dollars added to the previously approved budget."

Motion by Trustee Ormsby; second by Trustee Kirschbaum.

Trustee Ormsby commended the administration for having this approach in place. He said the attention of faculty and staff and others was important, and having the process in place was very important—showing a lot of thought by President Jordan and others. Dr. Jordan noted that even if we don't make any further adjustments this year, this plan lays out our plans for future budgets. We didn't have the Integrated Marketing Plan at the time, so we will need to re-prioritize as we go, but the first level wouldn't have been changed. Chair Budke said the plan shows clearly how the steps will take place as enrollments increase, and he recognized the extensive amount of work behind the plan.

Motion carried.

Action Item IV.D.: Student Technology Fee Committee's Annual Expenditure Plan for 1999-2000 - Vice President Levin-Stankevich

Vice President Levin-Stankevich explained that the contract signed by the Board and students in the spring required that an annual expenditure plan be brought forward prior to the actual expenditure of the funds. The Student Technology Fee Committee put together the plan this summer, with SISNA as the internet provider. The plan incorporates internet provider expenditures at \$7.25/month, a mandatory student financial aid portion of 7.35% and a portion to uncollectable fees, with the remaining funds left over for a distribution process similar to that used by the lab fee. He noted that the central committee makes decisions within the guidelines of using the money to benefit students/computer use.

Motion #9-4-99: "I recommend the Board approve the Student Technology Fee Committee's Annual Expenditure Plan for 1999-2000."

Motion by Trustee Kirschbaum; second by Trustee Jackson.

Trustee Beschel asked if the fee amount will be monitored and adjusted as appropriate. Dr. Levin-Stankevich said the provider fee will be reviewed quarterly, and the committee will try to drive that part of the cost lower if possible. Trustee Beschel also asked about the status of this fee if I-165 goes through and all fees need to be voted on. Dr. Levin-Stankevich responded that he is starting to look at that issue. President Jordan said the Council of Presidents is also looking at that issue, and that Vice President Voves is attending the council meeting next Wednesday. He said all fees, including housing and dining rates, would have to go to the vote of the people.

President Jordan said he is still concerned that the technology fee was premised on replacement of equipment in about three years. Since Board approval, a shift in student preferences and the inclusion of an ISP need resulted in a fee increase with less money going into the equipment replacement fund—it would now take about nine years to accomplish the replacement cycle. He is concerned about that and has talked to Danny Caldwell about it, but thinks the committee needs to make sure it is balancing the question between ISP need and replacement of equipment need. He feels they can't lose sight of that original intent.

Danny Caldwell agreed that it might now take nine years to replace the equipment, but said the ISP has proved to be an absolute necessity as indicated by those volunteering to pay the fee. If Dave Dean's projection is correct, the cost of ISP should go down, thereby increasing the amount of money going into the equipment replacement fund. By end of the four-year process, when all students are paying, the fund balance should improve. He also noted that the plan originally presented to him was that the goal of the first year was to break even.

Motion carried.

Trustee Mays acknowledged the time and effort put into this project. Trustee Kirschbaum said the university should look into providing ISP service for all students in the future

Action Item IV.E.: Interim Student Academic Misconduct Policy - Vice President Levin-Stankevich

Vice President Levin-Stankevich reported that in revising the student conduct code we had left the Student Academic Misconduct Policy in limbo. We needed a policy in place during the last academic year, so last December the Board approved an interim Academic Misconduct Policy. In Jan 1999 the Faculty Organization established a task force to work on a new policy. This task force developed a draft policy, but it was too late to move before the Senate and Faculty Organization committees necessary for shared governance. The draft is now ready to go before the Rules Committee on October 4 and the Senate on October 11. He said we should have the final policy for the Board's review by the end of this quarter. The administration requests an extension of the interim policy for one more quarter until the new policy is approved.

Motion #9-5-99: "I move that the Board of Trustees approve the extension of the Interim Student Academic Misconduct Policy, as recommended by the Coordinating Committee."

Motion carried.

Action Item IV.F.: Public Works Contract Award, Project #AE-97-05 Classroom Renewal—Phase VI (Showalter Hall Room 109) - Vice President Voves

Vice President Voves reported that at the July meeting the Board delegated authority to the Facilities Committee to award contract #AE-97-05, Classroom Renewal--Phase VI (Showalter Hall Room 109). The Facilities Committee awarded the contract to Stoneridge.

Motion #9-6-99: The Facilities Committee recommends that the Board of Trustees ratify the award of Contract #AE-97-05, Classroom Renewal—Phase VI (Showalter Hall Room 109), to Stoneridge for the base bid and alternates 2, 3 and 4 in the amount of \$1,027,585.

Motion carried.

Action Item IV.G.: Public Works Contract Award, Project #AE-97-13 Fire Suppression System '98 - Vice President Voves

Vice President Voves explained that this contract was for fire suppression work in Reid Elementary school and the RTV building. She recommended award of the contract to Colvico Electric. The contract came in over the original estimate of the project, but that was due to the nature of the project and competition. It was noted that the Facilities Committee has discussed the awarding of this contract.

Motion #9-7-99: "I move that the Board of Trustees approve the award of contract #AE-97-13, Fire Suppression System '98, to Colvico, to include the base bids and alternatives 1 and 2."

Motion by Trustee Beschel; second by Trustee Kirschbaum. Motion carried.

At 11:17 a.m. Chair Budke announced a 10-minute break.
The meeting reconvened at 11:27 a.m.

Action IV.H.: Housing Growth Plan - Associate Vice President Romero

Mr. Romero expressed his appreciation to the Coordinating Committee for the advice and input at last Monday's meeting, which was helpful in formulating the information he brought today. He presented the occupancy changes over last 3 years, which consist of a 3-year increase of 618, or 65%, after 15 years of straight decline. We earned \$3600 in double occupancy per year, and \$4300 from single occupancy per year with the incentives that were started in 1997. We have added 550 beds, but have still lost ground. Mr. Romero noted that the increase in housing occupancy also represents the institutional growth over that same 3-year period. (Increase of 700 students, 618 of which have gone straight into the residence system.) President Jordan said we've gone from about a 40/60 ratio to about a 60/40 ratio of residential students to commuter students. The 65% gain has been accomplished through staff in housing—our assets are more than rooms and the staff is a big part of the reason for this trend.

Mr. Romero presented his forecast for future: The occupancy projection for fall 2000 is 1765 students, which is an increase of 200, and a 13% change; for fall 2001 the occupancy projection is 1965, which is an increase of 200, or an 11% change. He said we are probably going to have to scale back on the number of single rooms, so we will probably lose some of the single occupants. He noted that the recruitment of freshmen into the housing system has been great (25-30% gains in population the last 2 years), but it would be overly optimistic to think we could continue this trend. We should still have significant growth, but not as much, as fast, as we have seen.

Mr. Romero then presented the long-term and intermediary options for housing growth, and recommended intermediary and long-term solutions. In summary, he asked the Board's approval to initiate a pre-design process for approximately \$80,000 for architecture and engineering services. In October he will make a recommendation to the Board regarding LA Hall Phase II.

Chair Budke asked for motion to initiate the pre-design process up to \$80,000.

Motion #9-8-99: "I move that the Board approve the initiation of a pre-design process, up to \$80,000, for a new residence hall, and also to proceed with discussions with private developers."

Motion by Trustee Beschel; second by Trustee Mays.

Trustee Beschel commended Mr. Romero and his staff for all their work, saying that he had produced a very good staff report that showed all the options. She noted that we need to recognize that not all options will be adopted, and that there are very good reasons not to adopt some of them—we need to consider further modifications, other packages and other options in the various categories. She voiced her concern that adapting the apartments of single head of household and married students would mean losing those students in the future. She also feels that programs which team diverse students with our students are very valuable so we're not rushing headlong into any of these options.

Trustee Ormsby said that in the Student Affairs meeting Danny Caldwell had noted that discussing the options can cause concern among students. Mr. Ormsby emphasized that our growth brings new issues that need to be discussed and dealt with carefully. We are looking at our options and not jumping precipitously into solutions that might send the wrong message to students.

Motion carried.

Action Item IV.I.: Housing and Dining Revised Budget - Associate Vice President Romero

Mr. Romero presented the three-year analysis of the housing financial picture. He said housing has been challenged to do a number of things over the past few years in order to get things done. He has been conservative when setting the budget—it is predicated on 1150 students. His first step is to ask for a revision of the current budget to support the number of students.

He noted that we need to strengthen some elements in order to move forward with new construction in 2 years. With some modification in single rooms, pricing, and growth in population he feels it will be feasible. He is asking the Board to adopt the revised budget because of increased enrollment growth.

Motion 9-9-99: The Coordinating Committee recommends acceptance of the revised Housing and Dining budget.

Trustee Ormsby asked about the \$50,000 increase in mandatory transfers for housing and dining debt. Mr. Romero explained that this is the payback of equipment for the PUB which was reclassified by the auditors as internal debt. About \$150,000 is short-term debt, while \$600,000 is long-term.

Motion carried.

Action Item IV.J.: Election of Board Officers for 1999-2000 - Mr. Gordon Budke

Chair Budke reported the Nomination Committee, consisting of Trustees Mays, Kirschbaum and Budke, hereby nominate Trustee Jean Beschel to the office of Chair; Trustee Mike Ormsby to the office of Vice Chair, and President Jordan to the office of Secretary

Motion 9-10-99: "I move that Trustee Jean Beschel be elected Chair of the Board of Trustees, Trustee Mike Ormsby be elected Vice Chair of the Board of Trustees, and President Jordan be elected Secretary of the Board of Trustees."

Motion by Trustee Kirschbaum; second by Trustee Mays. Motion carried.

Action Item IV.K.: Gordon Budke Resolution - Chairperson, Board of Trustees

Chair Budke announced that this item would be postponed to the next meeting of the Board.

Information Items, V.

Information Item V.A.: Financial Reports - Vice President Voves and CFO Habegger

Vice President Voves explained the new management reports that will be compiled quarterly as well as monthly reports. These will come to Board every quarter, as well as to the Coordinating Committee. Trustee Mays said the reports are extremely helpful. Chair Budke said it is important to note that this provides management with the information needed to make decisions. They distill the information into succinct and understandable reports for President Jordan, the Vice Presidents and the Deans. He congratulated the team of Ms. Voves, Ms. Habegger and Ms. Terry for the creation of this tool. Trustee Mays said the reports are more understandable and more accessible, and he encouraged internet access in the future.

Executive Session, VII.

At 12:00 Chair Budke announced that the Board would go into Executive Session for the purposes authorized in RCW 42.30.110 to discuss personnel issues. Following the executive session, the Board of Trustees' meeting would resume to take action on the personnel items.

Reconvene

At 2:5 the Board of Trustees reconvened into open session.

Personnel Actions, VIII.

Motion 9-11-99: "I move that the Board of Trustees approve the personnel actions as presented, modifying the title for Dr. Drummond to Professor of University."

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

Adjournment, IX.

At 2:27 p.m. Chair Budke adjourned the meeting.



Gordon E. Budke
Chair



Stephen M. Jordan
Secretary of the Board of Trustees